

**Shapwick Parish Council**  
**Minutes of a meeting held on 25 May 2021**  
**at 7.15pm at Shapwick Village Hall, Shapwick**

- 21/22/1 Present:** Graham Croucher, Martin Davis, Paul Rogers and Sue Sellick
- 21/22/2 In Attendance:** Sue Williams (Clerk)
- 21/22/3 Also Present:** 8 Villagers
- 21/22/4 Apologies for Absence**  
 Apologies were received from Laura Anderson and Lesley Gaskell.
- 21/22/5 Election of Chairman and Signature of Declaration of Acceptance of Office**  
 Nominations for Chair were called. Graham Croucher proposed Martin Davis. Seconded by Sue Sellick. There were no other nominations. Unanimously agreed that Martin Davis is elected as Chair. Martin agreed to sign the declaration of acceptance of office.
- 21/22/6 Election of Vice-Chairman**  
 Martin Davis called for nominations for Vice-Chair. Paul Rogers proposed Laura Anderson. Seconded by Graham Croucher. There were no other nominations. The Clerk had contacted Laura Anderson prior to the meeting to ensure that if nominated she was willing to stand and she agreed. Unanimously agreed that Laura Anderson is elected as Vice-Chair.
- 21/22/7 Co-Option to fill Vacancy for one Councillor**  
 Following the resignation of Nigel Phillips statutory notice was given. There were no calls for an election. Therefore, this vacancy can be filled by co-option. A notice has been placed on Parish Council website.
- 21/22/8 Minutes of the Meetings held on 24<sup>th</sup> April 2021**  
 The minutes were agreed and duly signed.
- Villagers' Open Period**
- 21/22/9 District and County Councillors Reports**  
 Neither present so no reports were given.
- 21/22/10 Planning Application 43/21/00003 Oak Farm, 2 Butcher's Lane, Shapwick – Erection of a single storey rear (North) extension on site of existing extension (to be demolished). Also, the erection of single storey side (West) extension to existing detached double garage**
- Martin Davis welcomed Lisa Pomeroy (owner) to the meeting and asked her to explain the proposals. The Clerk read out a statement from the Pomeroy family. The proposed extensions will open up the property to provide more family space and give better access to the garden as well as providing workshop space. As the property is not overlooked by neighbouring properties no neighbours will be affected.

**21/22/10 cont'd**

Martin Davis thanked the Pomeroy family for their statement and asked Councillors to comment.

Martin Davis said he was pleased to see the characteristics of the existing property will be kept and understood the need for change to make the property work better for a family.

Other councillors agreed with these comments and agreed that owners of neighbouring properties would not be affected.

Martin Davis proposed that the Parish Council support the application on the grounds that the proposals are in keeping with existing property and that owners of neighbouring properties would not be adversely affected. Seconded by Sue Sellick. Unanimous. Clerk to inform SDC.

**21/22/11****Village Projects****a) Defibrillator for the Village**

Martin Davis thanked Sue Sellick for all her hard work gathering information and liaising with Heartsafe. Sue Sellick reported that she had looked at purchase versus rental. The key factor is to make sure the right defibrillator is acquired. Members of the Parish Council and the Cricket Club have met with a representative of Heartsafe and received a demonstration of how the defibrillator works. The costs involved (if purchased before the end of May) are £1,999 plus VAT. This purchases the unit, a cabinet and training. The unit will be fixed to the external wall of the pavilion and the cricket club will be responsible for the electrics.

Donations towards the cost of the defibrillator will come from the Shapwick & Polden Cricket Club, Shapwick Runners, a villager in memory of her husband and the Parish Council.

It was agreed that the Parish Council would support a leaflet drop to every household in the village advising of the defibrillator and the What3Words required to receive the combination to open the cabinet.

Paul Rogers proposed that the Parish Council go ahead and agree to the purchase of the defibrillator. Seconded by Sue Sellick. Unanimous. Sue Sellick to liaise with Heartsafe.

Martin Davis asked about signage - this is included in the installation package.

**21/22/12****Highways****a) Matters to be reported to Highways**

Loxley Wood – Wood Lane – There area, previously, identified to Highways, still seems to be wet even in drier periods. Clerk to contact Liam Gill to ask Highways to reinvestigate the area.

**21/22/13****Feedback from Meeting with Bill Robbins**

The Chair and Clerk had met with Bill Robbins to discuss the Estate owned land behind the village hall.

Bill Robbins explained that the Estate only has two acres of land left in Shapwick and is keen to respect the wishes of the late Lord Vestey that the land be gifted to the villagers of Shapwick. To achieve this gifting of the land the agents will be seeking planning permission for small market houses along Station Road with potentially one larger house elsewhere on the land.

**21/22/13 cont'd**

Bill Robbins asked that the Parish Council consider how the gifted land would be owned – by the Parish Council or by a Community Trust.

During the conversation Bill Robbins informed the Chair and the Clerk that solicitors for the Estate had investigated covenants on the school field recognising that the closure of the school and its subsequent sale could impact villages. Bill Robbins reported that when the sale of the land to the cricket club was completed the covenant was not renewed so the Estate has no interest in pursuing matters relating to the school field and therefore there would be no further involvement.

**Open Session**

Front Foot Shapwick Community Group informed the meeting that it had received differing legal advice regarding the covenant and they would pursue their lead.

Matthew Barnett asked what timeline was being considered as it would be a good opportunity to consider the field adjacent to the churchyard. Martin Davis said the Estate are keen to act as soon as possible.

Martin Davis said that all options would be considered – additional churchyard space, allotments, community field etc.

Steve Champion said that FFSCG are planning an information day on 4<sup>th</sup> July 2021 and offered that the Parish Council could include something if desired.

**Closed Session**

Parish Councillors agreed to set up a working party to look at ownership options, costs involved etc. Clerk to send email to find suitable dates.

**21/22/14****RLT3 Application by Chilton Polden Playing Field**

Sedgemoor District Council is seeking comment on the above application.

After discussion it was agreed to support the application Clerk to notify SDC.

**21/22/15****Councillors' Responsibilities**

No action required.

**21/22/16****Councillors' Reports**

**Highways** – Fly tipping appears to be on the increase. Fly tipped rubbish can be reported to Clean Surrounds at SDC for clearance.

**21/22/17****Finance**

**a) Internal Audit** The Clerk reported that Michael Dukes had inspected the books and records as an independent internal auditor and had signed the report.

**b) Annual Statement of Governance** Councillors reviewed the Annual Statement of Governance and Martin Davis proposed that a 'yes' response should be given to each question. Seconded by Paul Rogers. Martin Davis signed the Statement of Governance on behalf of the Parish Council.

**c) Accounts for the Year ended 31 March 2021** the Clerk presented the accounts for the year ended 31 March 2021 together with the explanation of variances and bank reconciliation. Martin Davis proposed that the accounts be accepted. Seconded by Paul Rogers. Unanimous. Martin Davis signed the Accounting Statements on behalf of the Parish Council.

21/22/17 cont'd

**d) Audit Exemption 2021** In line with the decision made in 2018 (minute 18/19/5f) and being eligible for exemption. Martin Davis proposed that the Parish Council certifies as exempt for the 2020/21 and considers a limited assurance review for 2022/23. Seconded Sue Sellick. Unanimous. Martin Davis and the Clerk as RFO signed the certificate of exemption. Clerk to send to auditors.

**e) Mandate and Cheques for Signature**

There has been yet another hold up with the bank mandate. Cheques for signature on hold until mandate completed.

21/22/18

**Date of Next Meeting**

Date of next PC meeting will be Tuesday 20<sup>th</sup> July 2021.

There being no further business the meeting closed at 8.25pm.

Signed.....

Date.....

