

**Shapwick Parish Council**  
**Minutes of a meeting held on 15 November 2022**  
**at 7.00pm at Shapwick Village Hall, Shapwick**

- 22/23/85 Present:** Frank Barnard, Graham Croucher, Lesley Gaskell, Moray McGowan, Nikki Polden and Paul Rogers
- 22/23/86 In Attendance:** Sue Williams (Clerk)
- 22/23/87 Also Present:** Jason Goddard and Neil Gage Dovecote School  
5 Villagers
- 22/23/88 Apologies for Absence**  
Apologies were received from Steve Campion and County Councillor Matt Martin.
- 22/23/89 Declarations of Interest**  
There were no declarations of interest.
- 22/23/90 Minutes of the Meetings held on 27 September 2022 and 17 October 2022**  
The minutes were agreed and duly signed.
- Villagers' Open Period**
- 22/23/91 District and County Councillors Reports**  
County Councillor Matt Martin advised the Clerk that he had nothing to report to the Parish Council.
- 22/23/92 Highways**  
**a) Speed of Vehicles through the Village**  
**Open Session**  
 Neil Gage reported that Dovecote School has been looking at speed control around the school and will be working with the police on a project involving pupils at the school which will involve surveying traffic with the help of a PCSO. Neil Gage said he is happy to share data collected with the police and the Parish Council.  
 The chair asked if the project could perhaps be expanded to other locations in the village as any data collected would be useful.  
 Jason Goddard informed the meeting that the flashing sign by the school is run by Somerset County Council and is set to run at limited times only.  
 The chair thanked the school for their input and said it is good to see the community working together.
- Closed Session**  
 Nikki Polden drew attention to the fact the school warning signs around the village have been removed. The clerk advised that only the signs in Church Road were down for removal as these buildings are no longer in use – removal of the other signs may have been in error.
- The chair asked Councillors for their opinion of investigating the purchase of a SID unit. Paul Rogers said he felt it would be warranted but recognised it is a long process. Lesley Gaskell said she was in support provided the criteria can be met. Moray McGowan said it was worth trying but questioned how effective they are. Frank Barnard said he thought from a driver's perspective SIDs do work.

**22/23/92 cont'd**

Councillors agreed that meeting the criteria would be key as well as establishing what training would be needed for movement of the unit between locations. The chair suggested that it might be possible to work with other Polden villages to train personnel. The Parish Council agreed that a first step would be to start looking for suitable locations. Main Road and Church Road have previously been suggested. Nikki Polden also suggested Shapwick Hill on the approach to the village.

**b) High Lane Culvert**

Highways are still of the opinion that the issue is being caused by blockages after the culvert causing backing up. The clerk had contacted landowners below the culvert who reported that the stream had only started flowing again after the dry summer and that their experience was a problem arises at the next culvert. Paul Rogers agreed to speak to Mr Corbett again and then pursue with Highways,

**c) Footpaths**

Nikki Polden reported that the footpath group, chaired by Richard Tweedy, had met recently. The group are working on permissive paths – one to link Station Road with Northbrook Road and one to parallel to Shapwick Hill. Richard Tweedy had met with Tim and Darren Coombes to discuss the latter path and reported positive feedback however as landowners they have concerns over public liability, path maintenance, the route of the path and dog waste. A meeting with the Parish Council to discuss further was requested.

Frank Barnard expressed concern that a meeting about footpaths might divert to include a conversation about the development of Mill Lane. The chair said he thought not to hold a meeting about a permissive path which would be a positive for the village would be wrong. Lesley Gaskell said that parameters for the meeting would be footpaths. Moray McGowan said he understood the concerns but had confidence that the chair and vice – chair would conduct the meeting within the remit of footpaths only.

Graham Croucher proposed that the Parish Council respond positively to the invitation. Seconded Paul Rogers. Unanimously agreed.

The clerk reported that Clean Surroundings has agreed that the Parish Council can erect a post for the dog waste bin at the junction of Mill Lane/High Lane. Exact positioning to be agreed with Clean Surroundings.

**d) Other Matters to be reported to Highways**

A villager has reported that a number of vehicles are parking on the pavement in Northbrook Drive. The clerk advised that Northbrook Drive is unadopted so Highways have no powers to stop or prosecute the drivers of vehicles parking in this way and cannot take any action. Lesley Gaskell said she thought owners of properties would only have a right of way over the pavement and to contact Sedgemoor District Council (SDC) as the landowner. Clerk to contact SDC.

**22/23/93****Ditch and Drainage Maintenance Programme**

Paul Rogers reported he had been in touch with other local parish councils to find out how ditch and drainage maintenance works in their communities. Most replied advising that Highways carry out this work. Paul Rogers suggested that the Parish Council approach Highways and see what options are available. Graham Croucher and Paul Rogers are working on an email to send to Highways as well as arranging a site meeting. Lesley Gaskell proposed the Parish Council approach Highways to carry out the work instead of using private contractors. Seconded by Nikki Polden. Unanimous.

**22/23/94****Planning Application 43/22/00010 Springs Barn, Kent Lane, Shapwick - Proposed erection of single storey extension (West elevation), single storey extension (East elevation), first floor extension (North elevation), new balcony and new fenestration**

The Conservation Office has visited the property and advised that a listed building application and amendments are required. No comments required until application received.

- 22/23/95 Community Group Meeting**  
 A positive meeting was held on 1 November 2022.  
 A history and sustainable group is being set up – it is hoped that young people will join this group.  
 The Community Café will meet on Saturday 17<sup>th</sup> December allowing for more people to be able to attend.  
 Shapwick News – lots of positive comments for the current format.  
 Dovecote School – see 22/23/92(a)  
 Footpaths – see 22/23/92(c)  
 Broadband Survey – 30 replies have been received to date  
 Community Land Trust (CLT)/Affordable Housing **Open Session** Stuart Dennes reported that Lesley Gaskell, Graham Croucher, John Anderson and himself had met with Alison Ward of Middlemarch CIC who provide an advice service for communities interested in leading the development of affordable housing for local people by setting up a community led housing group. Stuart Dennes explained that the next step in the process is to ask the Parish Council for support to host and facilitate a community event to see whether there is community interest for setting up such a group. **Closed Session** Lesley Gaskell proposed that the Parish Council support the next steps and ask Stuart Dennes to liaise with Middlemarch to find suitable dates for a community event in the New Year.
- 22/23/96 To create a Parish Council working party to consider the potential acquisition of the Vestey Land behind the village hall. The working party will meet in private due to the commercial sensitivities of the matter at this stage. The working party will report back to the Parish Council no later than 17 January 2023**  
 Graham Croucher proposed that a working party is set up. Seconded by Lesley Gaskell. Unanimous.
- 22/23/97 Shapwick's Heritage Assets**  
 The chair clarified non-designated assets as:  
*'buildings, monuments, sites, places, areas or landscapes identified by plan-making bodies as having a degree of heritage significance meriting consideration in planning decisions but which do not meet the criteria for designated heritage assets'*.  
 The chair had spoken with Mark Lidster, Chief Conservation Officer at Sedgemoor District Council who explained that there has not been a recent conservation appraisal but that South West Heritage Trust are piloting a local list of such assets and groups can register such assets for consideration on their website. The chair suggested that this is something the history group could get involved with. Mark Lidster is happy to meet with the group. Graham Croucher proposed asking the history group to engage with South West Heritage Trust and Mark Lidster as part of the start-up of the group.
- 22/23/98 Community Christmas Tree**  
 Clerk to liaise with Martin Davis re. Sourcing a tree. Date for putting up tree – Saturday 3 December in the afternoon. The cost of the Christmas tree is being donated by an anonymous resident.
- 22/23/99 RLT2 Funding – Final Spending Round**  
 Agreed to proceed with the purchase of an outdoor table tennis table.
- 22/23/100 Litter Pick**  
 Good turnout for litter pick with several families taking part. Not as much rubbish collected as in previous years but might be due to vegetation still in growth. Agreed to carry out another litter pick early in the New Year. Thank you to Wendy Anderson for organising the refreshments. It was agreed to send a thank you email to Clean Surroundings for their support of the village in recent months.

**22/23/101 Policies - Recording of Meetings**

Lesley Gaskell has prepared a concise policy detailing the protocol for recording of Parish Council meetings. Councillors present approved the policy. A copy will be displayed at every meeting of the Parish Council.

**22/23/102 Finance**

**a) Cheques for Signature** BWW Print Ltd £102.28 (Chq 955, Shapwick News), Woolavington Neighbourhood Watch £15.78 (Chq 956, eWatch Christmas Cards) and Mrs Sue Williams £405.42 (Chq 957, Salary and expenses).

**b) NJC Pay Award** The 2022-2023 National Salary Award has been agreed. Graham Croucher proposed that the Pay Award be applied. Seconded by Lesley Gaskell. Unanimous.

**22/23/103 Date of Next Meeting**

Date of next PC meeting will be Tuesday 17 January 2023 7.00pm Village Hall

There being no further business the meeting closed at 8.30pm.

Signed.....

Date.....