

# Shapwick Parish Council

Minutes of a meeting held on 21 March January 2023  
at 7.00pm at Shapwick Village Hall, Shapwick

- 22/23/126 Present:** Steve Campion, Graham Croucher, Lesley Gaskell, Moray McGowan, Nikki Polden and Paul Rogers
- 22/23/127 In Attendance:** Sue Williams (Clerk)
- 22/23/128 Also Present:** 4 Villagers
- 22/23/129 Apologies for Absence**  
Apologies were received and accepted from Frank Barnard.
- 22/23/130 Declarations of Interest**  
There were no declarations of interest.
- 22/23/131 Minutes of the Meetings held on 17 January 2023**  
The minutes were agreed and duly signed.  
Councillors agreed to review draft minutes within three working days.
- Villagers' Open Period**
- 22/23/132 District and County Councillors Reports**  
District Councillor and County Councillor not present.
- 22/23/133 Planning Applications**
- a) 43/23/00001 Manor Farm, Shapwick - Erection of agricultural building to cover existing silage clamp** Councillors viewed the plans. The Chair asked Councillors for comment, Steve Campion said he welcomed the covering of open silage as it separates the silage from water courses but the plans are not clear on where silage effluent will go. Graham Croucher said he thought there were tanks on site and that farming is regulated. Moray McGowan said the concern could be recorded within the response. Steve Campion proposed that the Parish Council support the application so long as the Environment Agency is consulted and the application complies with the storing silage, slurry and agricultural fuel oil regulations. Seconded by Lesley Gaskell. Unanimous. Clerk to complete comments on application.
  - b) 43/23/00002 St. Mary's Church, Shapwick - Remove storm damaged branch of Cedar (T1) back to branch collar** Councillors reviewed the plans. Work is necessary due to damage caused in recent storm. Moray McGowan proposed that the Parish Council support the application. Seconded by Paul Rogers. Unanimous. Clerk to complete comments on application.
  - c) 43/22/00010 & 43/23/00003 Springs Barn, Kent Lane, Shapwick - Proposed erection of single storey extension (West elevation) and single storey extension (East elevation)** Councillors reviewed the plans. The clerk read a statement from the applicants who were unable to attend. The applicants have worked with the Conservation Officer to provide a more usable space to meet the needs of the family. Graham Croucher asked Councillors for comment. Lesley Gaskell said she had no objections as it is clear the applicants have worked with the Conservation Officer amending previous plans. Steve Campion said the proposals are in keeping with the existing property and so long as the Conservation Officer is satisfied he is in support. Paul Rogers agreed with these comments. Paul Rogers proposed that the Council support the application so long as the Conservation Officer is satisfied with the

## 22/23/133 cont'd

changes made. Seconded by Moray McGowan. Unanimous. Clerk to complete comments on application.

- d) **43/23/00004 Dovecote School - Fell 3No. Sycamores (T1, T2, T3) and 1No. Ash (T4). Crown lift mixed species comprising of Ash/Sycamore by 2-3m above ground level to give clearance to provide access for forest school, remove deadwood and remove branches overhanging concrete area to north of hall (G1)** Councillors reviewed plans.

**Open Session** Sam Andrews from Dovecote school explained that the work is required on health and safety grounds to create a safe environment in which to create a forest school area for pupils at the school.

**Closed Session** Lesley Gaskell proposed the Parish Council support the application. Seconded by Steve Campion. Unanimous. Clerk to complete comments on application.

- e) **43/23/00005 4 The Courtyard - Crown reduce height/spread of Cherry (T1) by 1.5-2m** Councillors reviewed plans.

**Open Session** Mr Rayment explained that the work is required due to lack of pruning in prior years. The work will benefit the health of the tree as well as letting more light into the property.

**Closed Session** Steve Campion proposed the Parish Council support the application. Seconded by Paul Rogers. Unanimous. Clerk to complete comments on application.

Moray McGowan raised concern about the removal of a tree in Butchers Lane – various comments having being made on Facebook. Graham Croucher said the landowner had followed guidance as the tree was showing early signs of ash dieback. Lesley Gaskell reminded everyone of the article the PC had written in Shapwick News about ash dieback and landowners' responsibilities.

## 22/23/134

**Highways****a) Ditch and Drainage Maintenance**

Culvert on High Lane: The landowner has dug out the culvert on his land. Liam Gill of Highways has been informed and will now organise jetting of the culvert and address the issue. Paul Rogers has raised a query with Liam Gill as to course of action should jetting not work and is awaiting a reply.

High Lane Junction: Liam Gill will organise a temporary Give Way sign and has referred the matter to Traffic Management. The repainting of the lines will follow in the new financial year.

Ditches – Graham Croucher and Paul Rogers agreed to contact farmers and remind them of their responsibility for ditches on their land.

Lesley Gaskell to compile a leaflet about responsibilities re. ditches/verges etc. which can be shared with the community.

Fly tipping – an increase in fly tipping has been noted. Paul Rogers has contacted Clean Surroundings to see whether there is anything the Parish Council can do to assist.

**b) Village Footpaths**

Rich Tweedy is no longer able to carry on in the leadership role of the village footpath group. The Chair has asked Rich Tweedy to update the Parish Council on any outstanding footpath conversations and matters.

**c) Other Highway Matters**

Lorraine Davis from the sustainability group is going to organise a litter pick event as part of the Coronation Volunteer Day – Monday 8<sup>th</sup> May 2023. Paul Rogers to liaise with the sustainability group.

- 22/23/135 Acquisition of Land behind Village Hall**
- are **a) Working Party Update** The Parish Council is pleased to report that sufficient funds in place to make the purchase of the land. Solicitors have been engaged – the contract and overage documents have been received. Searches will be commenced in due course. Parish Council now focusing on Community Engagement Events.
- b) Approval to Purchase the Land behind the Village Hall** The approval to purchase is the initial stage. Further meetings and proposals will be required throughout the process. Lesley Gaskell proposed the Parish Council accept the offer made by the Trustees of Lord Vestey's 1942 Settlement and exercise statutory powers to purchase the land behind the village hall at a price of £35,000.00 the land to be used for the general benefit of Shapwick Parish. Seconded by Steve Campion. Unanimous.
- c) Community Engagement Events** Two events are planned 29 March 2023 7pm Village Hall and 1 April 2023 2pm The Pavilion. Graham Croucher ran through the list of actions prepared by the working party for the publicity and running of the two community events. Councillors reviewed and finalised the power point slide show which will be used at the events. Graham Croucher reported he had been investigating a JustGiving page for the community to raise funds to support the development of the village green. The Clerk agreed to contact SALC for advice on Parish Councils and fundraising. Walton Press will be contacted for the printing of slides for the display boards.
- 22/23/136 Coronation Event**
- Shapwick Community Group in conjunction with the Parish Council are organising a Bring and Share lunch with music and games on the land behind the village hall. More detailed planning to follow.
- Councillors discussed a budget for the event. The Community Group's initial idea is to provide each household in the village with a small packet of wildflower seeds which can either be sown in a designated area on the land behind the village hall or in their own garden. The seeds will come in an envelope designed for the occasion. Lesley Gaskell asked if the seeds would be self-seeding. Graham Croucher said they would not be. The seeds will cost in the region of £300 with envelopes costing ~£70. Paul Rogers suggested that maybe the funds would be better spent on trees as they would be there for years to come. Lesley Gaskell suggested a bench. Graham Croucher said he would go back to the Community Group and discuss. Graham Croucher proposed an overall budget for the event of £600 with up to £400 earmarked for a village gift and £200 to cover sundries. Seconded by Paul Rogers. Unanimous.
- 22/23/137 New Website**
- The working group has yet to meet.
- 22/23/138 Transport in Rural Communities**
- The Chair drew attention to the survey being carried out by Somerset County Council. Link to survey to be shared in Shapwick News and with the Sustainability Group.
- 22/23/139 Project for 2023/2024**
- Councillors agreed that the development of the village green would be the main project for the forthcoming year.

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**Finance**

**a) Cheques for Signature** Graham Croucher £54.00 (Chq 962, Framing of Jubilee Photo), Sedgemoor DC £162.00 (Chq 963, Dog Waste Bin), Walton Press £154.00 (Chq 964, Shapwick News), Greenslade Taylor Hunt £332.40 (Chq 965. Valuation Fee), Mrs Sue Williams £1,002.90 (Chq 966, Table Tennis Table), Sedgemoor DC £41.81 (Chq 967, Emptying of Dog Waste Bin), HMRC £201.60 (Chq 968, PAYE Months 10-12), Mrs Sue Williams £445.34 (Chq 969, Salary and expenses), Shapwick Community Playing Field Company Limited £20.00 (Chq 970, Hire – CLT Initial Meeting), Shapwick Community Playing Field Company Limited £140.00 (Chq 971, Pavilion Hire) and Steve Campion £66.24 (Chq 972, Bubbly for Village Green Consultation Event).

**b) Shapwick News** Moray McGowan presented a quote for production of a coloured copy of Shapwick News - £170.00. Black & White copy £150.00. Councillors were surprised at the small difference for producing a coloured version. Councillors agreed to produce a special edition for the Coronation in colour with all other issues being in black & white.

**c) Audit** Shapwick Parish Council has been selected for intermediate review for the 2022/23 reporting year as part of the required 5% sample of those who would otherwise be subject to a basic review. 2022/23 would have been the triennial audit for the Parish Council (see minute 18/19/15(f)) however, as it has been selected for an intermediate review it was agreed, as exempt, not request an audit.

**d) Other Finance Matters** With the forthcoming purchase and development of the village green it was agreed to produce a regular finance summary at each meeting. Online banking will be investigated – Lesley Gaskell said the current cheque system does ensure a division of duty.

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**Date of Next Meeting**

Date of next PC meeting will be Tuesday 23 May 2023 7.00pm Village Hall. Annual Parish Meeting followed by the Annual Meeting of the Parish Council.

There being no further business the meeting closed at 9.15pm.

Signed.....

Date.....