

Shapwick Parish Council

Minutes of a meeting held on 19 March 2024
at 7.15pm at the Village Hall, Shapwick

- 23/24/154 Present:** Graham Croucher, Wendy Anderson, Lesley Gaskell, Moray McGowan and Paul Rogers
- 23/24/155 In Attendance:** Sue Williams (Clerk)
- 23/24/156 Also Present:** 2 villagers
- 23/24/157 Apologies for Absence**
Apologies were received from Tracey Lockyer and Nikki Polden.
- 23/24/158 Declarations of Interest**
There were no declarations of interest.
- Villagers' Open Period**
- 23/24/159 Play Area**
a) Phase 1 Two schemes are under consideration – one from Kompan and one from Green Scheme. Paul Rogers had met with Scott Mason – Somerset Council - Parks & Open Spaces Team Leader to discuss the schemes. Both schemes have positives and negatives. Green Scheme – the play trail aligns with the Parish Council's desire to cater for a multi age range of users. Kompan less so but Scott Mason felt that Kompan could offer more in the long term as other Phases are added. Both schemes use recycled and recyclable materials,
 Moray McGowan asked if both schemes comply with British Standards. Paul Rogers confirmed.
 Lesley Gaskell asked, looking at future phases, which company offers the biggest range. Paul Rogers said Kompan offers the greatest range.
 Graham Croucher questioned the prices of safety surfacing as there is a considerable variation between the two companies. Paul Rogers to make further enquiries.
 Lesley Gaskell suggested that a mix and match approach across both companies could be a way forward to secure the best pieces for the play area.
 Moray McGowan asked who would be responsible for after sales inspection of the equipment. Paul Rogers said the Parish Council would be responsible for regular checks (training courses available) with an external inspection every six months.
 Paul Rogers had visited a play area fitted with Kompan equipment. Visiting one with Green Scheme equipment is proving trickier as none locally.
 Graham Croucher said consideration of some of the sundry costs need to be taken into consideration – Steve Dunster has offered to help with soil removal and safety fencing installation which will save on cost.
 Lead times are approximately 12 weeks.
 Lesley Gaskell said siting the equipment needs consideration of the whole project needs to be taken into account so that all pieces chosen fit together.
 Graham Croucher proposed that the swing set from Kompan be selected subject to confirmation on the price for the matting followed by a trim trail from Green Scheme. Seconded by Lesley Gaskell. Unanimous.
 Paul Rogers and Nikki Polden thanked for all their hard work on Phase 1.

23/24/159 cont'd

The Chair advised that the next round of Valencia funding applications close on 30 April 2024 and 3 October 2024. The aim is to submit an application for Phase 2 – play tower – before the April deadline.

b) Station Road Gate It was agreed that the gate should be set back from Station Road for safety reasons. Quotes for gates to be obtained. Chair to get quotes for grasscrete.

23/24/160**Allotments**

a) Boundary Walls Paul Rogers had met with David Coombes to discuss options for the repair of the boundary wall to the south of the allotments. Much of wall is in a very poor state of repair and the costs involved in reinstating a stone wall are outside the funds available. A post and rail/wire fencing with hedging was discussed. The stone needs sorting as much of it is beyond worth keeping – the good stone could be kept and used to repair the Station Road wall.

Moray McGowan said that once the allotments are up and running the fencing would be hidden. Lesley Gaskell said the allotment shed would also obscure the fencing. Use of volunteers to help with the removal of the stone was discussed.

Lesley Gaskell said that as the school pupils will be walking alongside the wall it might be worth contacting the school for supporting with the works required. Paul Rogers said he had started the conversation with Jason Goddard.

Pricings required are as follows – cost of post and wire fencing, hedging and making safe/good the wall at the churchyard end.

Paul Rogers said the priorities should be: Allotment wall, Station Road wall and Village Hall wall (NB. The Parish Council is not the owner of this wall).

Paul Rogers proposed that David Coombes is asked to quote for the work relating to the wall and costs are gathered as listed. Seconded by Lesley Gaskell. Unanimous.

b) Signing of Allotment Agreement The agreement was duly signed. Simon Dawes and Sue Sellick signed on behalf of the Shapwick Allotment Association and Graham Croucher and Lesley Gaskell on behalf of Shapwick Parish Council. Witnessed by Paul Bragg.

c) Allotment Shed Quote has been received for the shed from Prompt Cabins at a cost of £2,833.33 plus vat. Graham Croucher proposed that the shed, as per the quote, is ordered. Seconded Paul Rogers. Unanimous. Clerk to place order.

The shed will owned by the Parish Council. The upkeep and maintenance of the shed is the responsibility of the Allotment Association.

Lesley Gaskell asked Simon Dawes if there would be room for repair of the wall once the shed is in place or should the repair take place first. Simon Dawes confirmed there would be room even with the shed in place.

d) Entrance Gate Simon Dawes is working on a proposal for post and rail fencing and a gate at the entrance for security. A quote has been obtained from Brookridge Timber for £462.81. The entrance way needs skimming out/grading and hardcore or grasscrete placing in the area. Lesley Gaskell asked how prevention of chippings spilling into Bridewell Lane would be achieved – the entrance is to be scraped out and a barrier put in place.

Wendy Anderson proposed that the Parish Council approve the quote for entrance way. Seconded by Moray McGowan. Clerk to liaise with Simon Dawes.

23/24/161**Website**

Steve McAuliffe demonstrated the new village website at the latest community group meeting and is continuing to work on it before it goes live. Councillors will shortly be sent a link so they can view work to date. New accessibility rules will be applicable soon – the Parish Council page can be amended if required so it is compliant.

23/24/162 Wayleave

Following the request from Truespeed to access to the BT pole Lesley Gaskell contacted Openreach. Currently there is no wayleave in place on this pole. Once a wayleave agreement is in place the Parish Council will receive a one-off payment of £157.00. The agreement would give rights to access on to the land to access the pole.

Moray McGowan asked if other companies would be able to use the pole and if so would it be a problem. Lesley Gaskell said other companies could use the pole and it would only be a problem if it were a large number of companies. Traditionally concerns have been over mobile phone antennae installations.

The pole on the allotment land has a wayleave on it with Western Power. Bill Robbins has completed the paperwork to advise that the Parish Council now own this land.

23/24/163 Recruitment

A Parish Council laptop will need to be purchased. Graham Croucher suggested a budget of £600 to purchase a laptop and set it up.

Proposed by Paul Rogers. Seconded by Lesley Gaskell. Unanimous.

Nikki Polden is currently researching this and will be made aware of the budget.

23/24/164 Community Group Meeting

At the latest meeting the recent flooding in Kent Lane was discussed alongside the fact that County Highways, due to financial issues, over the next two years will be withdrawing its reactive services. Self-help and purchase of a price list will be the way forward. The village sustainability group will be taking on this aspect of self-help.

23/24/165 Local Community Network (LCN)

The Avalon and Polden LCN has set up a meeting with Highways. Graham Croucher and Paul Rogers will attend.

23/24/166 Training Courses

The Chair asked Councillors to look at the SALC courses on offer and consider whether they wish to attend any of them. Moray McGowan reminded those present that there is a cost to training and that the new Clerk will also need booked onto courses.

23/24/167 Minutes of Meetings held on 5 February 2024 and 4 March 2024

The minutes were approved and duly signed. Proposed Paul Rogers. Seconded by Moray McGowan. Unanimous.

23/24/168 Finance

a) Update The Clerk presented an update on the village green finances and the general finances. The remaining village green balance will be fully utilised on the allotment shed, allotment boundary wall and entrance way and phase 1 of the play area. Some of the remaining general reserves will be required to complete the Station Road entrance to the play area. The 24/25 precept has an element for community projects included so there should be sufficient funds to complete the current works/projects. Additional funding sources will be required for phase 2 of the play area.

b) Approval of Expenses

Expenses approved for payment were: HMRC £268.80 (PAYE months 9-12), Shapwick Village Hall £40.00 (Hall hire), Mrs SE Williams £651.74 (Salary & expenses – includes NALC agreed payrise back pay) and Information Commissioner £40.00 (Data Protection renewal fee).

Meeting closed to press and public.

23/24/169

Recruitment

Councillors discussed the interest shown in the Clerk position and the interview process.

23/24/170

Dates of Next Meeting

The date of the next Parish Council meeting will be Tuesday 21 May 2024 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 9.40pm.

Signed.....

Date.....

