

# BATCOMBE PARISH COUNCIL

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## You are Summoned to the Monthly Meeting of Batcombe Parish Council to be held on Wednesday 4<sup>th</sup> March 2020 at 7.30pm in the Old School, Batcombe

*Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety and Human Rights.*

### Agenda

**1. Apologies and Acceptance of Reasons for Absence**

**2. Declarations of Interest**

*It is the Councillors' responsibility to declare any interests they may have in any item on the Agenda. If you are uncertain please ask the Clerk before the meeting.*

**3. Public Participation** – Open village meeting for fifteen minutes for any member of the public to raise any issue relevant to Batcombe Parish. *The Chairman can invite members of the public to speak at this or at any other appropriate point in the meeting.*

**4. Minutes of the Meeting held on Wednesday 5<sup>th</sup> February 2020** to be agreed and signed. *Enclosed.*

**5. Matters Arising** – information updates only.

*None that do not appear below.*

**6. District and County Councillors' Reports**

*An opportunity for the District and County Councillors to report on matters relevant to the parish, either in person or in writing.*

**7. Sewage Treatment Plant at Ash Tree Cottages**

*The Chairman and/or the District Councillor to update on progress.*

**8. Allotments**

*There is one allotment rent still outstanding. The allotment holder has promised to pay by bank transfer but has not done so. The tap on the water tank awaits repair and the field owner has expressed concern that this has not been done.*

**9. Footpaths and Highways**

*The potholes at Snakelake have appeared in the Western Daily Press (February 8<sup>th</sup>) and on the front page of the Frome Standard (February 13<sup>th</sup>).*

*Following the discussion regarding the Parish Council salting the roads in Batcombe at the last meeting, I have written to David Peake at the County Council asking for details of the cost and feasibility of paying the County Council's contractors to include Batcombe on the pre-salting network and the legal, training and insurance requirements for salting the roads with our own equipment.*

*The gate into the field that provides access to the footpath by the Old Chapel has been chained shut. I have written to the landowner to remind him of his responsibility to keep public rights of way clear of obstructions. The landowner has replied that the gate is not chained, just tied with string.*

## **10. Playground.**

**Maintenance Report:** *The moles are still active in the Playing Field. The zip wire has been immobilised as the seat is too low to the ground when occupied by an adult or large child.*

*The Fete Committee have requested that the electricity supply to the Playing Field be upgraded. The current supply is single phase, 230 Volts, alternating current at 50Hz, with a maximum capacity of 10kVA (or possibly 23kVA). Scottish and Southern Electricity Networks can upgrade the supply but need to know the kVA required in order to provide a quote. In the meantime I have asked them to provide a budget estimate.*

**New Play Equipment:** *Thanks to Peter Glaisher we have received a donation of £500 from T G Green & Co. The grant of £1,250 from the County Council's Improving Lives Grant Scheme has not yet been paid but we are now on the County Council's payment system so a bank transfer should be made soon. Once this payment is made we will have raised just over £10,000 for the new play equipment.*

*Ian Sage and the Clerk will be agreeing details of the multi-play equipment from each play equipment supplier so that we can obtain three comparable quotes.*

## **11. Planning Applications:**

Planning Application No: 2020/0246/LBC - Alterations to existing listed wall  
Cherry Tree Cottage, Batcombe – Listed Building Consent

*The wall is the garden wall between Cherry Tree Cottage and Boords Farm and is presumed to be listed. [Boords Farm is listed but not Cherry Tree Cottage.] The alterations are to allow the building of the rear extension to Cherry Tree Cottage which has planning permission. This will allow foundations for the flank wall of the extension to be created. The new flank wall and the existing boundary wall will then be combined to create the side wall of the extension.*

### **Planning Application Updates.**

*An application had been made to build an all-weather synthetic grass tennis court in the field adjoining the garden of Rockwells House to the south-west of the house. Concerns over this application were raised by neighbours of Rockwells House and as a result the application has been withdrawn to allow the applicant to consider the proposal further.*

## **12. Annual Parish Meeting**

*We need to confirm that we have a speaker. The District Councillor offered to find a suitable speaker from the Somerset Waste Partnership.*

## **13. Review of of Emergency Plan**

*The Emergency Plan was revised and updated in November 2018 largely through the efforts of Justin Witcombe in persuading local people to volunteer to help in an emergency. A copy is enclosed for Councillors, but please note that access to the Plan is restricted as it contains personal details of volunteers. It would be helpful to have mobile phone numbers for Councillors and essential for the Emergency Management Team.*

*The Emergency Management Team is comprised of the Chairman, Vice Chairman, Clerk and a fourth member who was Revd Mark Ellis. Given that Mark is shortly leaving Batcombe, we need another person on the Team. This should perhaps be Justin Witcombe, who has been heavily involved in revising the plan and in helping in emergencies and was previously a member of the Emergency Management Team as the Parish Council Vice Chairman.*

**14. Review of Schedule of Assets**

*The Schedule of Assets should be reviewed annually before the independent examination. Enclosed is a copy of the updated Schedule. The only change from the last review in March 2018 is the removal of the multi-play equipment which was removed from the Playing Field. This reduces the value of the Parish Council's fixed assets by £9,450 to £14,439 but it should be noted that this figure is based on purchase value (apart from two cases where the insurance value is higher) and so does not take into account depreciation.*

**15. Review of Risk Management Policy and Insurance Cover**

*The Risk Management Policy should be reviewed annually before the independent examination. Enclosed is a copy of the Risk Assessment and Management document. This is unchanged from last year.*

*The Insurance Policy should also be reviewed annually before the independent examination. We entered into a new three-year binding agreement with Came & Co last year. Our insurance cover arranged by Came & Co cost £338 this year and included Public Liability and Employers Liability of £10 million each and Fraud and Dishonesty Cover of £150,000 (in case the Clerk runs off with the precept). The Playing Field equipment, the notice board opposite Church Farm and the Westcombe Telephone Kiosk are also insured. We could reduce the cover for the play equipment but will have to increase it again later in the year.*

**16. Authorisation of Payments**

*None at present.*

**17. Other Business** – matters of information only. *The members of the Staffing Committee (Peter Glaisher, David Stevens, Justin Witcombe) and the Clerk to agree a date for the Clerk's annual appraisal.*

**18. Date and Time of Next Meeting:** Wednesday 1<sup>st</sup> April 2020 at 6.45pm in the Jubilee Hall, Batcombe. To be followed by the Annual Parish Meeting at 7.30pm.

*Rob Sage*

Rob Sage – Clerk

26<sup>th</sup> February 2020