



MINUTES OF HIGH HAM PARISH COUNCIL MEETING
HELD AT HIGH HAM VILLAGE HALL
ON TUESDAY 17TH MAY 2022

Present: Dave Vigar (Chair), Robert Webb, Paul Brunsdon, Amanda Chuter, Catherine Roberts, Nancy Green.

Public Approx: 9

Meeting opened at the conclusion of the Annual Parish Meeting at 8.15pm

1) Present, consideration of apologies received and confirmation that a quorum is present –Apologies were received from Nick Fear and Gerard Tucker (District Councillor). Quorum confirmed present.

2) Declaration of acceptance of office All councillors signed their declaration of acceptance of office and took their seats on the council with the exception of Nick Fear. Due to unavoidable absence it was agreed to withhold this until the next meeting.

3) Election of Chairman for the year and signing of Chairman's Declaration of Acceptance of Office.

This item was chaired by the vice-Chair Amanda Chuter. David Vigar was elected Chairman. Proposed by Catherine Roberts, seconded by Nancy Green. David Vigar having indicated that he would be willing to stand again the motion was carried unanimously.

4) Election of Vice-Chairman for the year. David Vigar took the chair. David Vigar proposed Amanda Chuter as vice-chairman, seconded by Robert Webb. Amanda Chuter indicated that she would be willing to stand again as vice chairman - the motion was carried unanimously.

5) Declarations of interest on agenda items. None

6) Open Discussion : The sorry state of the windmill and access to it were discussed. The National Trust were reluctant to do any more than absolutely necessary and could not allow key holders in the Parish as the mill lacked toilet facilities and thereby could not be opened to tourists. The state of Eastfield Reserve was again queried. It was felt that the reply was somewhat inadequate due to unrealistic demands on any tenants. SSDC management were to be contacted again.

7) Representatives, Appointments & Policies including

- Planning Officer. Dave Vigar appointed. Proposed by Nancy Green, seconded Catherine Roberts and carried unanimously.
- The School Representative. – to confirm at the next meeting.
- The Village Hall Representative. –to confirm at the next meeting
- SALC. Vicky Young appointed – Proposed by David Vigar, seconded Amanda Chuter and carried unanimously.
- Parish Lengthsman Liaison and Strimmer project. Amanda Chuter appointed. Proposed by Dave Vigar seconded Paul Brunsdon and carried unanimously.
- The Hext Almshouse Trust. – Jane Vigar kindly agreed to continue.
- Speed Indicator Device . - Dave Vigar was the agreed contact for High Ham Parish.
- Footpath officer – Nick Fear was appointed. Proposed by Robert Webb, seconded by David Vigar.
- To appoint the Council's Tree Warden. – Paul Brunsdon appointed. Proposed by Amanda Chuter, seconded Nancy Green and carried unanimously.
- To appoint the Honorary Auditor. – Mike Tottle appointed. Proposed by Paul Brunsdon, seconded by David Vigar and carried unanimously.
- Playing Field Management Committee ratification. (2 from pc reqd)
Nancy Green, Paul Brunsdon, Robert Webb, Charlotte Bean, Leslie Dayton, Dave Vigar, Catherine Roberts were ratified as members. The council unanimously ratified the members of the playing field committee.
- Millennium Wood Management Committee ratification including atleast 2 council members. Amanda Chuter , Dave Vigar and Catherine Roberts were unanimously agreed as the council representatives.
 - Emergency Plan – Chris Palmer to hand over to the clerk in the near future. An update would require the whole parish council.



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- Adoption of Code of Conduct, Standing Orders, Financial regulations – unanimously decided to carry on with current arrangements. The new Code of Conduct for Somerset authorities would require adopting once councillors had a chance to look through the new reduced model for smaller councils.
- Cemetery contact – John Vigar would continue and Nancy Green would also assist with the role
- Defibrillators – Dave Vigar was to be the contact for queries relating to the defibrillators.
- Highways liaison – Catherine Roberts was appointed and would be in contact with Andy Davidson for a handover.
- Abattoir Liaison – Dave Vigar to continue. It was noted that there was concern about the HGV route that took lorries twice passed the school.
- Any other – Finance committee - David Vigar, Nancy Green and Amanda Chuter to make up committee. Proposal carried unanimously.

8) Councillors reports

Mike Stanton and Richard Wilkins introduced themselves as the new county councillors.

9) **Approval of Minutes** - The minutes of the meeting held on 26th April 2022 were approved as a true record.

10) **Adoption of accounts for year ending 31 March 2022** and resolution to agree annual return figures and Annual Statement of Governance. – the statement of governance must be completed before the resolution on the accounts.

a) Amanda Chuter proposed, Nancy Green seconded that 'The Annual Statement of Governance' was approved for the year ending 31 March 2022. Carried unanimously.

b) Rob Webb proposed and Amanda Chuter seconded that the statement of accounts for the year ending 31 March 2022 be adopted. Carried unanimously.

c) Risk Assessment and statement of Internal Control. The statements had been reviewed in April 2019. It was confirmed by the council that these statements, that formed the appendices to the financial regulations approved earlier in the meeting, should also be approved. A review to take place next April/May 2023.

The County Councillors left the meeting.

11) Matters arising/Items for Discussion

a. Highways - Potholes were noted. Highways to be informed re potholes at Nythe Bridge and Church Croft.

b. Parish Lengthsman – Millennium Wood and the Cemetery have been mown, with grave edges strimmed.

c. Millennium Wood/Cemetery-

It was confirmed that the broken bench delivered had been sent back some time ago and the replacement had been promised for the spring. Matter to be chased up as replacement was still outstanding.

Re the store at the cemetery. Mr Powell was thanked for his work to date on these. From the work it was noted that the doors were not in good repair and the point had come to choose whether to get specialist repairs/doors remade or take off and leave off the doors.

Millennium Wood - Rides and paths mown.

3 x 2' potted trees (Horse Chestnut and Copper beech) donated by Barry King. To be planted later in year.

Request from Simon Lowler of Lowler Tree Services: he would like to discuss the idea of planting new trees at MW. As owner and operator of a small tree surgery and equipment company, he wants to offset carbon, and wants to do that locally and without a middleman. Simon has worked with Craig on a number of the large tree tasks in the parish.

d. Any Other – The Playing Field committee were making progress with regard to the progress of the grant and grant hearing at area north (SSDC). There was concern about keeping the project moving. It was agreed unanimously that the Parish Council could if necessary bridge the gap to cover the grant delay.



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Defibrillators- There was a excellent turn-out for the Liz Daniels's Adult Resus/AED demo last night - 36 locals from all parts of the Parish. Many questions were asked, and there were requests for a follow-up session on the resuscitation of babies/children - Liz Daniel's specialism as a neonatal nurse. When a date has been arranged, it will be publicised. Many thanks must go to Liz Daniels, for volunteering to run the session. Date of a further session to be announced later.

Jubilee – Amanda Chuter was compiling the events poster. By the end of the week, a programme of Parish Jubilee events will be posted on HHFB, on the Parish website, noticeboards and delivered to residents who are known not to have online access. Thanks to all individuals and groups who are organising the events, and to Andy Davidson for the printing.

It was noted that two of the noticeboards in the Parish could do with serious refurbishment or replacing. A further small noticeboard was to be considered at Hamdown, but a suitable location that was allowable would have to be approved.

CIL Receipts – It was noted that approximately £5300 in CIL funding was due to be received shortly by the Parish Council. It was agreed that these should be applied to the playing field equipment project.

Dennis Davis Award – It was hoped that this would be presented at one of the Jubilee events.

BT kiosks - Completion of Low Ham refurbishment and agreed future use and continuing care- a volunteer to take the lead to be confirmed.

12) Correspondence. – A request for funding from the Village Hall was discussed with regard to the request to help fund the jubilee dance being held at the Village Hall. It was unanimously agreed to donate £100. (proposed Amanda Chuter, seconded Dave Vigar)

It was felt that the letter regarding the Picts Hill Hamdown fence panel and long grass was down to individual riparian responsibilities.

It had been confirmed that the Parish Council was not a key-holder for the windmill due to the health and safety legislation and insurance which meant that the National Trust could not open the Mill to visitors.

13) – Planning Applications for Consideration.

22/01105/HOU - The erection of a single storey garage

Hillside Farm Hillside Farm Road High Ham Langport – No objections were raised to the application

14) Planning Applications Decided

It had been confirmed that the agricultural consent application at Crickledown did not require full planning permission. The application for Cornerways, opposite the playing field had been approved.

15) Summary of Meetings attended. - None

16) Payments for approval and cheques to authorise

The following items were approved for payment

Clerks wages - re-aligned £402.68

Parish Lengthsman - £853.13

Additional Parish Lengthsman expenses - £9.60

Somerset Landscapes -£132.26

17) Matters of Report and items for next meeting –

Reported that the playing field grass cutting was not mulching in and a problem for football.

17) Date of Next Meeting

The Date of the next meeting was set as Tuesday 28th June 2022

The meeting closed at 9.55pm