



Meeting of the above named Parish Council held on  
**Wednesday 13<sup>th</sup> November 2023 at 1830 hrs in the Parish Hall, West  
 Lydford.**

Present: Parish Cllrs. Frampton, Persson, Purcell (Chair),  
 Seehra & Stocking and the Clerk.  
 And x6 members of the public

**PLEASE NOTE OUR PARISH WEBSITE: [lydfordonfosse.co.uk](http://lydfordonfosse.co.uk)**

Item No.	Subject	Lead
201/23	Public Participation Session Condolences were offered to the family and friends of Geoff Summers and Steve Garrett. A resident of West Lydford has some concern regarding the Plane trees on the verge opposite his property. Please see item 210/23/4 for details.	Chair
202/23	Presentation to Chris Rood Cllr. Purcell thanked Chris Rood for his many years of service to the Lydford On Fosse PC and presented a small gift.	Chair
<b>Council Session</b>		
203/23	To receive apologies for absence Cllrs. Bartlett and Fielding	Chair
204/23	Declaration of Member's Interests None.	Chair
205/23	Report from County Councillors Neither Cllr. Sully or Wiltshire were in attendance this month and no report was sent.	Cllr Sully /Wiltshire
206/23	To approve and sign the Minutes of previous meeting: 8/11/23 Minutes from the 8 <sup>th</sup> November Parish Council Meeting were signed and approved by the chair.	Chair

207/23	<p>Matters arising from previous minutes:  <b>196/23/3 - Cllr. Persson to brief council on money-back options for mini-matrix</b>  Cllr Persson detailed the following options:</p> <ul style="list-style-type: none"> <li>• Swap Mini-Matrix for Mini 500 SID</li> <li>• Swap Mini-Matrix for x2 Mini 500 SIDs and pay the difference (approx. £1K)</li> <li>• Keep the Mini-Matrix and wait for a new pole in the new financial year 2024</li> <li>• Full refund</li> </ul> <p>Cllr Persson to seek clarification with the manufacturer on the above.</p> <p><b>196/23/4 - Bleed kits to be considered alongside defibrillators - See item 212/23/4</b>  - Cllr. Seehra to put up defibrillator signs - Done</p> <p><b>196/23/5 - Gas explosions added to Emergency &amp; Resilience plan - Done</b>  - Councillors to fill in training matrix and return to the Clerk - work in progress</p> <p><b>196/23/5 - Clerk to respond to CAB183/23/3 - Done</b></p>	<p>Chair</p> <p>Cllr Persson</p> <p>Cllr Frampton</p> <p>Clerk</p>
208/23	<p>Confirm Motions to be considered at this PC meeting</p> <ul style="list-style-type: none"> <li>• Adoption of new Standing Orders with “Rolling chair” as an addition</li> <li>• Financial Regulation update</li> </ul>	All
<b>The Built Environment</b>		
209/23 /1  /2  /3	<p>New Planning applications this month (0)  Applications decided since previous agenda (2) <b>2023/1474/FUL &amp; 2023/1604/FUL</b>  Applications awaiting decision (8) - See Appendix A  Ongoing Enforcements (1)  Local Community Network (LCN)  <b>The main three areas of discussion in the last meeting were Flooding, Highways and Footpaths. SCC devolution was also discussed and the services that parish councils may be capable of taking on.</b>  Local Plan  <b>Nothing to add this month.</b></p>	Cllr Bartlett
<b>The Natural Environment</b>		
210/23 /1  /2	<p>Footpaths</p> <ul style="list-style-type: none"> <li>• Slow Ways National Walking Network</li> <li>• Memorial walk for Nigel Woollcombe-Adams</li> </ul> <p><b>All for discussion in February</b></p> <p>Climate/Environment</p> <ul style="list-style-type: none"> <li>• The Local Nature Recovery Strategy - For discussion In February</li> <li>• Plane Trees - West Lydford - A West Lydford resident voiced concerns regarding the two Plane trees on the verge opposite his property. They are very large and have power lines running through them. The trees were lightly pruned back in 2016 and it was agreed that they needed to be pollarded. It was reported that a broken branch fell when school children were waiting for the bus and that the very large wet leaves have caused a cyclist to fall off their bike. There is no TPO on the trees. The resident has reported the possible dangers associated with the Plane trees to Highways. The PC will try to establish ownership and the associated responsibility that goes with it and ensure that the trees are health checked and maintained. Cllr Frampton to write to the National Grid in the first instance and Cllr Persson to include this issue in her monthly update to Highways.</li> <li>• Weir/Hydro Project – For inclusion in the January meeting with Mark St Giles in attendance.</li> </ul>	<p>Cllr Fielding</p> <p>All</p> <p>All</p>
<b>Transport</b>		

211/23	Somerset Bus Partnership - <b>nothing to report this month.</b>	Cllr Seehra
<b>Community Engagement &amp; Support</b>		
212/23 /4	<p><b>Neighbourhood Watch</b>  <b>Lynne Mitchell has had an informal chat with Mat Reade and Tim Richards (PCSO) regarding village anti-social behaviour. A piece has been written by Mat Reade for inclusion in the January Parish Magazine. Both would be willing to come and talk at a PC meeting in the near future. Lynne Mitchell reiterated that any suspicious behaviour should be reported. This will help the police build a picture of possible escalating anti-social behaviour in our parish.</b></p> <p><b>Anti-social behaviour/graffiti - PC Hannah Gratton to attend. - PC Gratton was not in attendance.</b></p> <p><b>Playground - Cllr. Stocking will now be the lead councillor on this project. He attended a recent Cricket Club meeting and will form a joint committee to progress this project.</b></p> <p><b>Bleed Kits - Cllr Frampton has been advised not to incorporate bleed kits within the proposed defibrillator cabinets, so should be housed separately. It was agreed that Cllr. Bartlett lead on this project, aided by Cllr. Seehra. Cllr. Bartlett to supply the PC with anticipated costs, scale and requirement for the parish.</b></p> <p><b>“Restart A Heart” presentation has been organised by the Defibrillator committee. It will take place on Monday 8<sup>th</sup> January at 1830 hrs in the Cross Keys. All are encouraged to attend.</b></p>	<p>L. Mitchell</p> <p>H. Gratton</p> <p>Cllr Seehra</p>
<b>Governance &amp; Finance</b>		
213/23	<p><b>Governance</b></p> <p><b>Financial Planning</b></p> <ul style="list-style-type: none"> <li>• <b>Internal Audit approval/sign off - This was approved and signed by the chair.</b></li> <li>• <b>Payments due (see appendix B) - These were approved.</b></li> <li>• <b>To agree accounts for November '23 - These were approved and signed by the chair.</b></li> <li>• <b>December expenditure/bank accounts at a glance (See Appendix C)</b></li> <li>• <b>Budget plan/Precept submission - Due to the financial implications of proposed SCC devolution, the Precept application deadline has been extended until 2<sup>nd</sup> February 2024. Lydford On Fosse precept to be discussed further and finalised in January 2024.</b></li> <li>• <b>SCC Asset Devolution - See Appendix D</b></li> </ul> <p><b>Training</b></p> <ul style="list-style-type: none"> <li>• <b>Chairman’s course - spend approval - This was approved</b></li> </ul> <p><b>Support to Parish Businesses</b>  <b>Opportunities for Lydford On Fosse Parish under Rural England’s Prosperity Funding</b>  <b>Financial Management - Ongoing</b></p>	<p>Cllr Purcell</p> <p>All</p> <p>All</p> <p>Clerk</p> <p>Cllr Frampton</p> <p>Cllr Frampton</p> <p>Cllr Frampton</p>

214/23	<b>Agenda Items for next meeting</b> <ul style="list-style-type: none"> <li>• SCC Devolution</li> <li>• Precept</li> <li>• Speedwatch data collection presentation</li> <li>• LCN</li> <li>• Bleed Kit report</li> <li>• Standing Orders/Financial Regulations</li> <li>• Plane Trees, West Lydford</li> <li>• Weir/Hydro Project</li> <li>• War Memorial</li> </ul>	All
215/23	To confirm the date & chair for the next meeting as January 10 <sup>th</sup> & Cllr. Frampton. <b>This was confirmed.</b>	All

Meeting finished at 2042 hrs  
 Minutes prepared by Julie Nicol, Parish Clerk.

## Appendix...

- Planning

**Applications Decided (2)**

[2023/1474/FUL \(Case Officer: Anna Jotcham\)](#)

Continued use of building as a general industrial workshop (Class B2), Ash View Farm Fosse Way West Lydford.  
**Approved 19/10/23.**

[2023/1604/FUL \(Case Officer: Jennifer Alvis\)](#)

Erect steel portal frame agricultural building.  
 Church Farm, Church Lane East Lydford.  
**Approved 9/11/23.**

**Applications awaiting Decision (8)**

[2023/1600/LBC \(Case Officer: Jayne Boldy\)](#)

Internal renovation works, new mechanical and electrical services and new family bathroom.  
Perrotts, Castle Cary Road, Lydford On Fosse.

[2020/1602/OTS \(Case Officer Kelly Pritchard\)](#)

Outline Planning Permission for the erection of two dwellings with details of access. Location: Land adjacent to Millway House, Fosse Way, Lydford On Fosse.

[2023/0806/FUL \(Case Officer Kelly Pritchard\)](#)

Conversion and alterations of the existing barn to a residential dwelling. Location: Rubbery Farm, Rubbery Lane, Lydford On Fosse.

[2023/0264/FUL \(Case Officer Kelly Pritchard\)](#)

Proposed concrete block for lodge.  
New Oaks Farm, Castle Cary Road, West Lydford Church Lane.

[2021/1975/OTS](#)

Outline application with all matters reserved except for access for the erection of dwelling and garage.  
Land At 356804 130886 Castle Cary Road Lydford On Fosse.

[2021/0898/FUL](#)

Erection of new dwelling, garage and associated access and parking. Chestnut House Church Lane East Lydford Glastonbury Somerton.

[2020/0851/OTS](#)

Application for Outline Planning Permission with some matters reserved for the construction of five dwellings and associated vehicular access with details of access & layout.  
Church Lane, East Lydford, TA11 7HD.

[2020/0910/FUL](#)

Erection of a single storey dwelling with associated access and Parking. Land east of Squires Mardi's Lane, West Lydford

Enforcements (1)

[ENF/2022/0014](#)

Ash View Farm Fosse Way Lydford On Fosse

- **Payments Due**

Name of Payee	Description of Payment	Amount
Additional payments made since the last notification of the Agenda: Ralph Berry	Underpayment from Kings Coronation	£14.69
Mendip Community Speedwatch	Donation	£50.00
Shepton Mallet Landscapes	Grounds maintenance Oct '23	£132.00
<b>The following payments are due:</b>		

J. Nicol	Clerk's Salary for December '23 * *includes salary increase and back pay	£653.40
Tamsin Fielding	Screwfix padlock for Lydford Lane	£88.69

- December expenditure/bank accounts at a glance

	AS AT	CURRENT A/C	SAVINGS A/C	TOTAL	APPE EX
<b>APRIL</b>	12/04/2023	£167.03	£11,314.38	<b>£11,481.41</b>	
<b>MAY</b>	17/05/2023	£580.64	£22,314.38	<b>£22,895.02</b>	
<b>JUNE</b>	14/06/2023	£2,167.65	£20,314.38	<b>£22,482.03</b>	
<b>JULY</b>	28/07/2023	£1,108.51	£20,406.06	<b>£21,514.57</b>	
<b>AUGUST</b>					
<b>SEPTEMBER</b>	13/09/2023	£809.87	£15,806.06	<b>£16,615.93</b>	
<b>OCTOBER</b>	11/10/2023	£1,111.67	£14,922.67	<b>£16,034.34</b>	
<b>NOVEMBER</b>	07/11/2023	£1,271.01	£13,922.67	<b>£15,193.68</b>	
<b>DECEMBER</b>	12/12/2023	£1,533.94	£12,922.67	<b>£14,456.61</b>	
<b>JANUARY</b>					
<b>FEBRUARY</b>					
<b>MARCH</b>					

**\* Less ringfenced expenditure: £5,500 for Road Safe**

- **Asset Devolution**

## Challenge

- We don't yet know what services currently provided to our Parish will be reduced or cease to be provided by SC in the future, nor the timescales for this.
- We need this information to be able to determine what assets & services we should consider taking on, when and how we might do so (contracting, volunteers, shared with adjacent parishes, etc).
- We also need this information to be able to submit our Precept request.
- We also need time to assess the cost of taking on new responsibilities and the likelihood of mobilizing volunteers for the various services.
- (We also need to understand the liability implications of taking on new responsibilities).

## Covering Letter

- **Financial background:** Increasing pressures leading to SC Emergency Position.
- **Prior Commitment to Devolution:** and to working with communities who want greater influence over local assets and services
  - Recognise that devolution conversations will be seen as opportunities for some, but may be concerning for others
  - SC were already working on a framework for a prioritised programme of delegation, but given financial challenges they now want to accelerate this.
- **Invitation:** For councils to consider which (if any) of the services listed they think their communities would like them to support financially.
  - NB. Service provision is not uniform across Somerset, and some councils already provide some of those services listed.
- **SC Proposal:** That councils may want to help our communities continue to enjoy the services they currently have.

## Suggested Guiding Principles

- We should avoid taking on additional assets unless we determine that a safety issue will arise if we do not. The longterm cost of maintaining a larger asset register for a small parish is highly undesirable.
- We should focus in the coming year on services that concern safety issues and preventative maintenance (e.g. to prevent flooding).
- Because of the late notification that we expect from SC, we will need to keep some budgetary flexibility.
- Suggest that we open a dialogue with Kenton PC on scope for sharing some services (alternatively engage through the LCN).

Themes	Services & Assets <i>Risks &amp; Opportunities</i>	Comments
Transport	<ul style="list-style-type: none"> <li>• Community transport</li> <li>• Bus services/funding</li> <li>• Bus shelter cleaning and maintenance</li> </ul> <p><i>Opportunity: Joint working on community and volunteer transport schemes; local contractor or volunteer work on bus shelters</i></p>	
Highways	<ul style="list-style-type: none"> <li>• Street Cleaning covered in Street Scene but can include highway channels and litter removal from verges.</li> <li>• Winter Service - filling grit bins/dumpy bags</li> <li>• Roadside verges maintenance including grass cutting</li> <li>• Vegetation clearance and cutting on the Rights of Way network</li> <li>• Drain jetting/Gully cleansing – both ordering works from TMC Contractor and local self-delivery</li> <li>• Ditches and grips clearance</li> <li>• Hedge trimming</li> <li>• Non-illuminated sign cleaning and maintenance</li> <li>• Signage for new or changed speed limits</li> <li>• Weed treatment</li> <li>• Minor Highways functions such as footway and footpath repairs,</li> <li>• Planned path safety inspections</li> </ul> <p><i>Opportunities: Parish Highway Steward Model (based on one per LCN area); P/T/C Council funding of most local highway services in accordance with community preferences eg on grass cutting regularity</i></p> <ul style="list-style-type: none"> <li>• Low tech preventative maintenance functions</li> </ul>	

Themes	Services & Assets <i>Risks &amp; Opportunities</i>	Comments
Waste Services	<ul style="list-style-type: none"> <li>• Funding for household waste recycling sites</li> </ul> <i>Opportunity: Funding to support existing opening hours at current sites</i>	Not applicable
Schools	<ul style="list-style-type: none"> <li>• School crossing patrols</li> </ul> <i>Opportunity: Funding to schools/Somerset Council to support ongoing or new patrols</i>	Not applicable
Public Toilets	<ul style="list-style-type: none"> <li>• Public toilets, provision and opening hours</li> </ul> <i>Opportunities: Asset transfers to Parish/Town/City Councils; contributions to cleaning costs / opening hours through Somerset Council contracts</i>	Not applicable
Street Scene	<ul style="list-style-type: none"> <li>• Fly tipping</li> <li>• Street cleaning</li> <li>• Provision and collection of litter bins and dog waste bins</li> <li>• <del>Carnival clean-up</del></li> <li>• <del>Management of allotments</del></li> <li>• <b>Memorial maintenance</b></li> </ul> <i>Opportunities: Asset transfers to PC; PCs to take on more responsibility either through own provision of service or through contribution to Somerset Council service costs</i>	

Themes	Services & Assets <i>Risks &amp; Opportunities</i>	Comments
Open Spaces	<ul style="list-style-type: none"> <li>• Management and maintenance of open spaces assets- including both green spaces as well as “hard” open spaces</li> <li>• <b>Grass cutting and open space maintenance</b>, closed churchyards</li> <li>• Local parks</li> </ul> <i>Opportunities: Asset transfers to P/T/C Councils; P/T/C Councils to take on more responsibility either through own provision of service or through contribution to Somerset Council service costs</i> <ul style="list-style-type: none"> <li>• Maintenance of play areas</li> <li>• <b>Installation and maintenance of play equipment</b></li> <li>• Maintenance of sports grounds</li> </ul>	
Economic Development /Tourism	<ul style="list-style-type: none"> <li>• Local tourism</li> <li>• Local town economic development (incl. e.g. job clubs)</li> <li>• Control of markets</li> </ul> <i>Opportunities: PC support for Visitor information; local Chamber of Commerce; management of markets</i>	Not applicable
Leisure / Arts / Culture	<ul style="list-style-type: none"> <li>• <del>Funding to support Leisure Centres / Swimming pools</del></li> <li>• <del>Support to theatres and arts centres</del></li> <li>• <del>Additional support to libraries</del></li> </ul> <i>Opportunities: Asset transfers to PCs; PCs support for existing services; asset transfers of cultural facilities; <b>adoption of play areas; S106 funding for new play areas</b></i>	

Themes	Services & Assets <i>Risks &amp; Opportunities</i>	Comments
Community Wellbeing and Resilience	<ul style="list-style-type: none"> <li>• <del>Community Centres</del></li> <li>• Provision of facilities and services for children and young people</li> <li>• Supporting Volunteering/Befriending</li> <li>• <b>Community safety / neighbourhood watch</b></li> <li>• Local climate change initiatives (for example local green transport schemes while ensuring unitary has strategic overview)</li> <li>• <b>Provision of sandbags/gel bags and some local flood response measures</b></li> </ul> <p><i>Opportunities: Local provision of some flood response measures; PC grants for community services (including young people) and climate change initiatives; LCN work on combining offers across LCN areas where geography allows; PC grants for services for vulnerable people</i></p>	

## Summary

- Initial focus on services, not asset adoption.
- We should focus on what we must do initially (protect & prevent), not what we'd like to do.
- We should engage with adjacent parishes to compare approaches and identify opportunities to share costs & services.
- We may need an EGM in January to finalise the Precept, depending on when further information is received from SC.

- **Latest Speedwatch Figures**

**Speedwatch  
Summary**

**14th September 2023  
to 12th December 2023**

Date	Time	Location	Movements	Number of Speeders	Fastest mph 30	Fastest mph 40
14/09/2023	1345	B3153	236	3	41	
18/09/2023	1615	B3153	343	8	55	
22/09/2023	1040	B3153	209	7	39	
25/09/2023	0835	B3153W	288	12	47	
28/09/2023	1400	B3153	229	7	45	47
29/09/2023	0815	A37 LB	615	10		56
04/10/2023	1420	B3153	258	3	43	
06/10/2023	1420	A37 LB	815	8	40	47
11/10/2023	1015	B3153	222	7	43	53
14/10/2023	0815	A37 LB	413	6		57
16/10/2023	1445	B3153W	280	11	40	50
17/10/2023	0820	B3153	345	9	42	
23/10/2023	1045	B3153	257	8	46	52
24/10/2023	0850	B3153	249	3	41	
30/10/2023	0830	B3153	283	4	51	
01/11/2023	1355	B3153	277	7	52	
07/11/2023	1405	B3153	315	4	47	
13/11/2023	1100	B3153	212	9	40	
15/11/2023	0800	B3153W	419	9	57	
20/11/2023	1000	B3153	243	3	41	
20/11/2023	1400	B3153	296	3	41	
22/11/2023	1030	B3153W	232	14	50	
23/11/2023	1030	A37LB	531	9	56	
24/11/2023	1400	B3153W	339	10	49	
28/11/2023	0835	B3153W	367	8	49	
29/11/2023	1000	A37LB	558	5	56	
06/12/2023	0900	B3153	236	3	37	
08/12/2023	0820	B3153W	346	17	49	
<b>Totals for this time period</b>		<b>12 sessions</b>	<b>4094</b>	<b>94</b>	<b>57</b>	



Data reported previously