BISHOPS LYDEARD & COTHELSTONE PARISH COUNCIL

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Minutes of the CIL Working Group meeting held in the Church Centre, Bishops Lydeard on Tuesday 29th October 2024.

Present: Cllrs Lewin-Harris (Chair), Hunt, Roberts, Warmington and supported by David Richards (Clerk)

Absent: None

4 members of the public were present.

Agenda Item 1 – C07/24 Apologies for Absence
None

Agenda Item 2 – C08/24 Declarations of Interest
There were no declarations of interest in relation to items on the agenda.

Agenda Item 3 – C09/24 Approval of the minutes of the CIL Working Group meeting held on 25th July 2024
The minutes were approved as an accurate record of the meeting by the councillors present, however, the clerk noted that a member of the public had stated that the minutes did not accurately reflect their comments made in the meeting and this was noted by the councillors.

Agenda Item 4 – C10/24 Public Question Time
A member of the public raised the question of acceptance of new CIL bids after the previously published June 2024 deadline. This is an issue of not following the agreed and documented process. It was agreed that the parish council would need to agree any change to the procedure and published deadline. Cllr Lewin-Harris stated that this working group can look at a bid (e.g. football club bid) and then make recommendations to the parish council. This working group cannot make any decisions, only the parish council can do that. There was a discussion regarding the validity of any submission after the June deadline and whether it should be looked at by the working group at all. The point was made that the school bid had been made by the published deadline, but no decision has yet been made on that one and now new bids are coming along and are being looked at. It is about a fair and equal process for the bids coming in. It looks like the agreed procedure and process is not being followed.

Action: The clerk to add this issue to the next parish council meeting as an agenda item.

A member of the public also stated that there still wasn't any information about the Roads and Traffic project. It is out of time as the critical information required from Somerset Council was due by the end of September. It is understood that Somerset Council is making redundancies, and this may have impacted the highways department and cause delays to the information we need. It was felt by the member of public that the £375,000 allocation for the Roads and Traffic project is unassailable and to the detriment of other projects that would provide beneficial social and environmental infrastructure to the village. This was noted.

Agenda Item 5 – C11/24 Revised application from Bishops Lydeard Football Club

Cllr Lewin-Harris stated that she had been to visit the football club to see what was being proposed. Gary Brown (football club representative at the meeting) provided an overview of the club, the number of participants, the benefits it provides to the community and some of the issues. Issues of safety and car park congestion were specifically mentioned. Gary Brown then outlined the CIL bid, with the aid of diagrams – see Annex 1, now being made which includes car park extension (£15,000), removal of trees and erection of fencing (£7,000), and erection of a shelter (£4,610). He also outlined plans for further development of the club in future which included the possibility of acquiring further land from Mr Morris to extend the football pitches and car parking. A question was raised about contributions from the Football Association and what kind of fundraising activities were being undertaken. Garry Brown stated that there is an annual football tournament which raises funds (circa £8,000 to £9,000 per year) which is reinvested into the club. The club is a Community Interest Club (CIC) and hence if the club fails that land will come to the parish council.

It was agreed that it would be a positive thing to support the football club. There was support for the fencing, gates and the shelter subject to other funding that might be available. Gary Brown said that they have £4000 that may be available to contribute.
It was also agreed that this bid for CIL funding needs the decision on whether it is a valid bid as it is after the original June deadline.
It was proposed that the working group would support the shelter as it was in the original CIL bid and the rest could be looked at later. This was proposed by Cllr Lewin-Harris and seconded by Cllr Roberts.

Action: Cllr Hunt agreed to investigate other funding opportunities

Gary Brown confirmed that the original CIL request for grass cutting machinery was no longer needed as he had manged to get this funded. The Grass Management Association put forward the request to the Football Foundation on their behalf and were granted 75% of the money needed.

Agenda Item 6 – C12/24 Update on Youth Provision Proposals

Cllr Hunt had spoken to Young Somerset following a youth survey who had then put her in touch with the Somerset Activity & Sports Partnership (SASP). She stated that Hailey Bullock (SASP) was planning a trial event to take place over the Easter school holidays in 2025. This would be over 4 days each week of the 2-week holiday. There would be a training day for some older children who would then act as leaders on the other days. There will be sports and exercise plus training in food and nutrition. There will be an evaluation of the event afterwards with a view to passing it on as a going concern. The cost of running this event would need to be established and approved, however, it is estimated at about £500 plus Village Hall costs. It was noted that the cost of the SASP staff running the event would be free.

A member of the public suggested that the LCN should be advised about this in terms of money, resources and knowledge of what is going on in the village which would create links to others.

For further information on the event planned see Annex 2.

Cllr Hunt also said that she had visited the Church Youth Club in August to have a look at the setup. One of the leaders asked if they could put in a request for a Silent Disco technology setup. Cllr Lewin-Hunt said that as this was not on this agenda it would need to be added to the next Parish Council meeting.

Agenda Item 7 – C13/24 Update on School Nursery Provision application

A meeting was arranged to visit the school on 23rd October 2024 at 5pm. Cllrs Lewin-Harris and Hunt sent their apologies so only the clerk was able to attend. James Dakin showed the clerk around the school and the works planned under the CIL bid. Hence, the clerk was able to present an overview of the application to this meeting.
The clerk said that he had seen the classroom that had recently been refurbished and the new equipment that had been funded by the council. It looked really good. The school provides classes for 3 and 4 year olds and up. The ground floor of the building to be renovated is planned to be used as a nursery for 2 year olds which will be run by the school. These children will then feed through the school as they grow older. The first floor is planned to be used by the community. The clerk said that James Dakin went through the budgetary estimate of the works planned. However, the clerk made it clear that this was not a firm estimate and was only intended to be used to plan budgets. The scope of the work is daunting, and the costs could change significantly when started. The renovation will include replacing electrics, plumbing, the stairs etc. as they would not now conform to regulations. Asbestos is in the building and will need to be removed. The budget includes £5,000 for that but that could change. The budgetary estimate does not include costs for repairs to the windows or double glazing. It also does not include equipment for the classrooms etc. The clerk also stated that there were no drawings for the planned work and firm estimates would need to be based or architect drawings which are not available yet.

James Dakin understood that the council needs firm costs (quotes) but is worried that we will get into a catch 22 situation where the council will not allocate funds to the project without firm quotes, but the school cannot proceed without out commitment to the project. The clerk suggested that there may be a way forward whereby the project is broken down into phases such as Phase 1 – downstairs refurbishment only.
A member of the public said that as nursery schools are non-statuary and access to capital funds from Somerset Council is not available. However, the village needs a comprehensive service for young people of all ages which is not available and therefore forcing parent to drive to other locations.
Another suggestion was to ring fence say £75,000 as a grant to the school. However, Cllr Hunt said that this had been suggested but declined by the school. The clerk stated that he was not sure that this was still the case.
Cllr Roberts said that spending circa £270,000 to £300,000 to provide two rooms is not value for money. It was looked at some years ago and was deemed not cost effective. You can get purpose build educational buildings/ stand alone classrooms for much less.
Cllr Lewin-Harris summarised by saying that we don't want to say we can't do anything for the school but can't recommend the bid as it stands. We will need to wait and see what funds can be made available for the school and look at this again. Her feeling was that we may be able to find some funds but not the level asked for.

There was a discussion on whether the parish council could pay for a survey of the building from other funds.

It was agreed that we will ring fence an amount for the school project when we know what CIL funds are available.

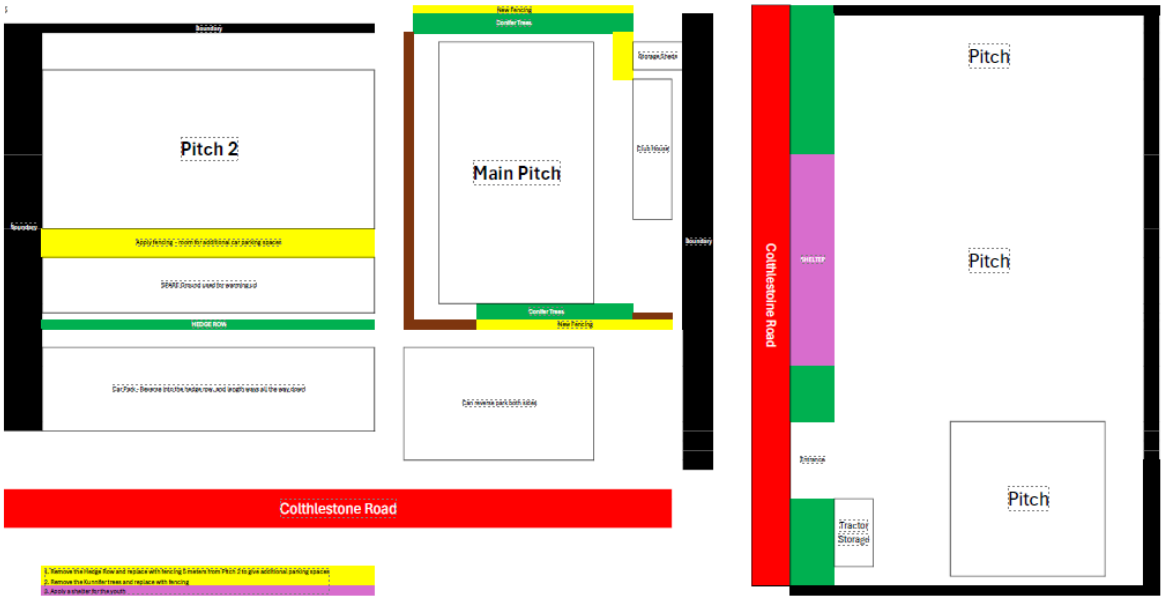
Action: Clerk to go back to James Dakin and see if the project can be done in phases.

Agenda Item 8 – C14/24 Any Other Business
None

The meeting closed at 20:00.

The next meeting date to be advised.

Annex 1 – Football Venue Diagram



Annex 2 - Holiday Camp Event Notes

Objectives

1. To engage children and young people in physical activity and sport, with a healthy food option during the school holidays.
2. To provide a fun, safe and inclusive environment for young people to form new friendships and to learn and take part in activities that offer personal challenges and help grow confidence.
3. To assess the level of interest for holiday provision and work towards a sustainable solution via external providers for Summer 2025 and beyond.
4.

Provision

Easter Holidays - 4 days at Bishop Lydeard Village Hall, playing fields and MUGA.

- 9am - 3pm each day
- 2 days each week of the two week Easter Holiday.
- 2 days for 5 - 11 year olds and 2 days for 12 - 16 year olds
- Parents to provide packed lunch
- SASP to offer healthy food provision as snacks, plus cooking experiences such as - smoothies, wraps, popcorn making and the introduction of fruits and vegetables that are less traditional in packed lunches.
- Public Liability insurance, Safeguarding and Welfare will be the responsibility of SASP,
- Suitably trained and experienced Staff will be provided by SASP.
- Posters and social media advertising would be done by SASP comms.

Activities

- For 5 - 11 year olds there will be a mix of sport, physical activity, crafts and cooking.
- Young people will have a mix of directed activity and free play.
- A timetable will be organised for each day.
- 12 - 16 year olds will be offered the Activity Volunteer Programme (AVP), which is a leadership programme accredited by the Leadership and Skills Foundation.
- The AVP is a practical course that will use sport and physical activity to lead the young people through personal development skills such as; communication, team work, self belief, self management and problem solving.

- The Activity Leaders will be invited to volunteer alongside the SASP coaches at the 5 - 11 year old sessions, where they can put their new skills into practice.
- The Leaders will receive a tshirt, log book and certificate after completing the two days.

Costs

- Hire of the village hall for the 4 days
- Tshirts for the Activity Volunteer Programme - £10 each
- Activity Volunteer programme booklets and certificates - £5 each
- Healthy snacks and food provision - £50 per day
- Arts and craft materials - £80 in total

Based on 12 (12 - 16 year olds booking) cost of = £180

Plus £280 for the snacks and arts materials

The largest cost would staffing costs, but SASP would cover this. This cost is £1,680.

I would advise charging parents a minimum of £3 per day, costs from outside providers is usually around £10 per day, with discounts for siblings. I'm happy for it to be free, but feel that something is valued more if there is a cost. I would suggest making it free for those children who are on free school meals.

Going forward we would look to recruit a Coaching company to continue the provision, they would charge parents, but the PC could look to subsidise the rate, or pay for the facility. This is obviously something that can be discussed after we have evaluated the Easter programme.

Responsibilities of the Parish Council

- To book and pay for the village hall
- To help support the advertising of the activity days to the community and encourage bookings.

SASP would be happy to do an evaluation report for the Parish Council for you to present at a meeting following the Easter holidays.