

Parish Information Bulletin

May 2017



parishbulletin@mendip.gov.uk

Assets of Community Value

More information on page 3



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If you wish to submit an item for the Parish Council Information Bulletin, please email it to parishbulletin@mendip.gov.uk

Assets of Community Value (ACV)

Local communities are increasingly asking Parish Councils to make applications to nominate an asset as an Asset of Community Value and over the recent months the Council has received a flurry of enquiries regarding the processes and benefits of nominating local assets as an Asset of Community Value. Some of these enquiries have resulted in applications being made, some of these applications unfortunately have been returned to the applicant as not valid.

Across the country many of those applications that fail are because they have not satisfied the statutory questions and / or provided sufficient evidence to support their claims, this is often because the application is rushed and / or there is little appreciation of the amount of work required in preparing of an application.

There is a lot of information on the council's website (www.mendip.gov.uk/acv) and it is strongly recommend that potential applicants read the 'application criteria' document, which sets out how an application is considered and gives a flavour of the sort of evidence expected in support of an application.

Ian Munday will be giving a presentation at the next **Mendip Rural Forum on June 13th** (please note change of date due to national election) which will explain the process as well as discuss the myths and facts surrounding the ACV regulations and benefits of nomination of assets. Full agenda items for the forum are in an article below.

Economic Development

New SW Rural Productivity Commission - asks for feedback

The HotSW and three other SW LEPs have established a SW Rural Productivity Commission. They are very keen to gather evidence on how to increase rural productivity and prosperity, and have identified 13 questions as the basis for the feedback - the evidence gathering. Please submit your evidence to Emma Buckman by the 19th May at emma.buckman@heartofswlep.co.uk.

Following the evidence gathering phase, there will be a series of public panel hearings in June and if you would like to present evidence in person to the panel, please complete this short expression of interest form <https://www.surveymonkey.co.uk/r/EOI-SWRural> However, as panel time will be limited we cannot guarantee all interested parties will be able to present in person. The ultimate aim is for the final report to be produced by the end of July and for this report to help to inform strategy / policy going forwards.

The Commission will report to the chairs of the four LEPs (Cornwall and the Isles of Scilly; Dorset; Heart of the SW; Swindon and Wiltshire) that have committed to the process and it will be chaired by David Fursdon - Chair of the SW Rural and Farming Network - and supported by nominated representatives from each LEP



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area. For more information please visit <http://heartofswlep.co.uk/projects/south-west-local-enterprise-partnerships-new-rural-productivity-commission-seeks-views-rural-businesses/> or contact Emma Buckman.

If Parish Councils would like to make a submission or just add comments they are very welcome to do so, either directly, or by emailing the Economic Development Team at economy@mendip.gov.uk

Somerset Waste Partnership

Fight illegal waste dumping in Mendip

The illegal dumping of waste, or 'fly-tipping', is a blot on Mendip's beautiful countryside, a burden on taxpayers, a potential threat to health and an environmental crime.

Mendip District Council spends tens of thousands of pounds each year clearing illegally dumped rubbish from across the district, money that could be spend on providing key council services – but with your help the council can do more to tackle the problem.

By law, every individual and business have a duty of care over their waste, even after it has left their home or premises. Everyone has a legal duty of care to take reasonable steps to ensure a licensed waste carrier removes their waste – or risk ending up in court with a criminal record and a fine of up to **£5,000**.

Fly-tip, fines of up to **£50,000** in a magistrates' courts, unlimited fines in higher courts and up to five years in prison.

Check the Waste Carrier Licence

If someone (individual or business) pays anyone to remove waste – whether a 'man with a van', a builder, plumber, gardener, electrician or any other tradesperson – it is important to ask to see their Waste Carrier Licence and question where the waste will go. **No licence? Don't use them.**

To see if they are registered with the Environment Agency phone 03708 506 506 or check online: <https://environment.data.gov.uk/public-register/view/search-wastecarriers-brokers> **Not registered? Don't use them.**

Never pay in cash to have waste taken away. Always get a receipt and keep notes of people's names, contact details and vehicle registration numbers.

All Mendip homes receive regular waste collections, can access bulky waste services and recycling sites and have many options to re-use waste. Find details of collections, recycling sites and reuse on Somerset Waste Partnership's (SWP) website – www.somersetwaste.gov.uk



Business Waste

Businesses are legally responsible for making sure their waste is disposed of correctly.

For further information on business waste, visit: Gov.UK – Business and Commercial Waste: <https://www.gov.uk/managing-your-waste-anoverview/overview>

or visit the SWP's website – www.somersetwaste.gov.uk/business

Catching the criminals

Cooperation is vital in the fight against fly-tippers. The council employs a number of methods, including covert surveillance, to trace the criminals but information from the public is a key weapon. If anyone sees fly-tipping or fly-tippers, they should take no risks; or touch any of the rubbish or approach the fly-tippers. When safe, contact the council's Customer Services team on 0300 303 8588 to pass on any information they have as evidence could be crucial to ensure fly-tippers are caught.

To contact the council to report fly-tipping, or if you have any waste-related enquiry, call 0300 303 8588. You can also email customerservices@mendip.gov.uk or report directly online – www.mendip.gov.uk/streetclean

Anyone can contact Crimestoppers to make an anonymous report of the fly-tipping they have witnessed. Call 0800 555111 or go to www.crimestoppers-uk.org

Mendip Recycling Centres:

Frome - Manor Furlong, Manor Road, Frome, BA11 4RB. Tel: 01373 453622

Opening Hours: 8am – 4pm, 7 days a week.

Street - Farm Lane (A39), Street, BA16 9PB. Tel: 01458 840076

Opening Hours: Monday 8am – 7pm; Tuesday, Wednesday, Saturday 8am – 4pm

Sunday 8am – 1pm.

Closed: Thursday and Friday.

Wells (also known as Dulcote) - Dulcote Hill, nr Wells, BA5 3PA. Tel: 01749 670973

Opening Hours: Monday 8am – 7pm; Thursday, Friday, Saturday 8am – 4pm

Sunday 8am – 1pm.

Closed: Tuesday and Wednesday.

Mendip Parish Forum

The Mendip Parish Forum is for clerks, elected members and community representatives from across Mendip. The forums are held quarterly in the Council Chamber at the Mendip District Council offices.

Date of next Forums

Tuesday 13 June 2017 – *Please note the change of date due to the national election on June 8.*

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Agenda topics for June 13 will include;
Assets of Community Value (see item on page 3) – Ian Munday, Property Transformation Officer

SPARK Mendip – Sharon Blythe, Voluntary Sector Advisor
www.sparksomerset.org.uk

Private Sector Housing or Empty Homes – TBC
The Wessex Loan Company – TBC

The full agenda will be confirmed in next month's Mendip Parish Bulletin.

Your Forum – your ideas

Please send suggestions to Sally Gubb e mail address sally.gubb@mendip.gov.uk or call 01749 341411.

Vacancy for a Part Time Parish Clerk and Finance Officer

Council: Croscombe Parish Council
Salary: Scale LC1-2, on a permanent Contract (pro rata)
Part Time: 7-8 hours a week (some evening work required)

Croscombe Parish Council invites applications for the position of Parish Clerk and Financial Officer. Croscombe Parish Council is a pro-active council serving a population of over 500 with a part time clerk/financial officer and seven Parish Councillors. The position will be based at the Clerk's home and he/she must be able to supply some office storage facilities, which will be paid for in addition to the salary payment. Skills with a computer is essential , preferably Microsoft Word ,Mail and Excel

Major Responsibilities to include:

- Dealing with correspondence, and emails on a daily basis, and forwarding to Councillors as appropriate.
- Maintaining paper and computer records..
- Preparing accounts, dealing with invoices, payments ,PAYE and banking as needed..
- Preparing Agendas and taking Minutes at regular monthly meetings, producing drafts for approval
- Looking at best value for contracts with a view to cost saving. Maintaining Asset Register and monitoring and inspecting assets on a regular basis.
- Keeping up to date with current planning and financial regulations and being prepared to offer advice if required.

Applicants with appropriate qualifications are preferred. For further information or for an informal discussion about the role, contact Parish Clerk Richard Ashworth initially by email croscombe1@tiscali.co.uk Applications in writing.

Croscombe Parish Council is an equal opportunities employer. Entry into the Local Government Pension Scheme may be appropriate.



Community Funding

Arts Council Creative People and Places Fund

Grants for projects that encourage collaboration between local communities, arts organisations, museums, libraries and local authorities (application deadline 15 June 2017)

The **Creative People and Places** programme aims to empower people to experiment with new and innovative approaches to develop inspiring, sustainable arts programmes that will engage audiences in those communities.

Applications to Creative People and Places will only be accepted from organisations working as a consortium. The consortium must include at least one arts organisation and one local grassroots community organisation. For the purposes of this programme, a grassroots community organisation is a non-arts, volunteer-led organisation.

The Arts Council anticipates that that the majority of proposals will be for between £500,000 and £1 million over three years.

Around four to six applications are expected to be funded. It is expected that at least 25% of total project costs should come from other sources. This can also be an "in kind" contribution.

PLEASE NOTE: in the two previous rounds no awards were made in the South West of England, which may represent an opportunity for consortiums applying from the region.

For further details about the programme and how to apply, visit the Arts Council's **Creative People and Places Fund** web pages.

The deadline for applications is **Thursday 15 June 2017**.

Activities must start no earlier than 1 January 2018 and no later than 31 December 2018. Activities must end no later than 31 December 2021.

Contact details for the Arts Council are:

Arts Council England

Tel: 0845 300 6200

Email: enquiries@artscouncil.org.uk

Neighbourhood Planning Grants and Support Programme

Final year of programme offering grants and technical support for town and parish councils, as well as neighbourhood forums to draw up a neighbourhood plan in England (application deadline 31 January 2018)

The **Neighbourhood Planning Grants and Support Programme** aims to support local communities that are drawing up a neighbourhood plan for their area.



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Neighbourhood plans are designed to give people a chance to decide how their local area should be developed and what should be built in the future. Groups should be able to determine where they want new homes, shops and offices to be built and have a say on what new buildings should look like. 2017 is the final year of the programme.

The programme is particularly keen to help ambitious groups from all types of neighbourhood who want to really influence how their place grows and changes going into the future.

The programme offers both funding in the form of a grant of up to £15,000 as well as technical support for those with more complex issues, such as high growth areas, clusters of parishes and/or business led neighbourhood planning.

Town and parish councils, neighbourhood forums and prospective neighbourhood forums preparing a neighbourhood development plan or neighbourhood development order in England may apply for the following support:

1. Grants of between £1,000 and £9,000 for groups writing a neighbourhood plan or neighbourhood development order. The additional funding can be used to fund the completion of their neighbourhood plan;

2. Specific packages of technical support where needed, and a further £6,000 in grants, for groups facing more complex issues.

There is a total grant ceiling of £15,000 in the period 2015 – 2018, with no requirement for match funding.

The following amendments have been made for the final year of the programme:

A. Modifying the plan after it has come into force:

o Groups can now apply for funding to modify their plan, irrespective of whether they have already claimed their full grant allocation of £9,000 (or £15,000 for a priority group working with complex issues).

B. Groups undertaking site assessments and housing site allocations:

o Groups who are undertaking a site assessment for a site allocation or groups who are allocating sites for housing or mixed development can now be considered complex – allowing them to apply for additional support for complex groups (technical support and grants of up to £15,000).

Projects should be delivered within six months of the application or **before 31 March 2018**, whichever is soonest.

Applications may be submitted until **Wednesday 31 January 2018**. Expenditure through a grant must be completed within six months or before 31 March 2018, whichever falls sooner. The first step in the application process is to fill out an online **Expression of Interest form**. A relevant application form will be generated and applicants will receive this overnight as a unique link via email.

Applications can only be made for between £1,000 and £9,000. Applications not in this range will be automatically rejected.



Groups facing more complex issues will be able to apply for grant and additional technical support. For complex groups, the application form will be a combined grant and technical support form. For all other groups this will be a grant only.

For further details, visit the [Locality website](#).

Contact details for the programme are:

My Community Advice Helpline

Tel: 0300 020 1864

Email: info@locality.org.uk

The Gardening for the Disabled Trust

Grants for individuals in the United Kingdom to enable them to continue to garden, despite advancing illness, age or disability (applications may be made at any time)

The [Gardening for the Disabled Trust](#) supports individuals in the United Kingdom including:

- o People with a wide range of disabilities including visual, physical and mental;
- o People who need to re-organise gardens because of health issues;
- o Residents in long stay hospitals or nursing homes who share a garden.

PLEASE NOTE: applicants are required to become a member of the Trust's Garden Club. There is no charge for membership, however. The Trust attempts to raise around £30,000 each year through its own fundraising efforts. Funds are then distributed in the form of grants.

Awards tend to modest and rarely exceed £1,000 per applicant.

The Trust offers the following support:

- o The adaptation of private gardens to meet the special needs of disabled people;
- o Grants towards tools, raised beds, paving, wheelchair access and greenhouses;
- o Provision of help with special gardens in hospitals, centres and schools; and to
- o Provide information on garden aids and techniques.

Funding is not available for general maintenance, clearing or fencing. If possible, successful applicants are asked to take a photograph of the completed work and send it to the Trust together with a receipt for the work done. Applications may be made at any time. There is no formal application form. Applicants are required to submit an application by letter giving details of the work to be carried out, including an estimate of the cost of the material and tools. The letter should be posted to the Trust, along with:

- o Two competitive quotes if labour is required;
- o A written letter from the applicant's GP, social worker or occupational therapist describing the disability;
- o A stamped-addressed envelope.

For further information about the work of the Trust is available on its [website](#).

Contact details for the Trust are:

The Gardening for Disabled Trust

Email: info@gardeningfordisabledtrust.org.uk



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News from the Monitoring Officer

Standards Committee

The Standards Committee has an important role in seeking to ensure high standards of behaviour amongst Members of the District Council as well as Parishes.

Contact details for SALC and SLCC	
Somerset Association of Local Councils Edgar Hall Somerton Business Park 8 Cary Court Somerton TA11 6SB Telephone 01458 270922	Society of Local Council Clerks The Society of Local Council Clerks Main Office No.8 The Crescent Taunton TA1 4EA Telephone: 01823 253646 Fax: 01823 253681 www.slcc.co.uk

Parish Declaration of Interest Forms

Guidance for completing the Parish Declaration of Interest Forms can be found on the website following the link <http://www.mendip.gov.uk/article/2321/Parish-Councils>

A date for your diary

Corporate Asset Management Group (CAMG), Tuesday, 9 May 2017

Starting on 09 May 17 at 15:00 for 3 hours until 18:00

[Tuesday 9 May 2017](#)

This meeting will be held in the Council Chamber at Mendip District Council at 3pm. An agenda will be published 7 days ahead of the meeting.

Planning Board, Wednesday, 10 May 2017

Starting on 10 May 17 at 18:00 for 3 hours until 21:00

[Wednesday, 10 May 2017](#)

This meeting will be held in the Council Chamber, Mendip District Council, Shepton Mallet at 6 pm. An agenda will be published 7 days ahead of the meeting.

Full Council, Monday, 15 May 2017

Starting on 15 May 17 at 18:30 for 3 hours until 21:30

[Monday, 15 May 2017](#)

This meeting will be held in the Council Chamber starting at 6.30 pm. An agenda will be published 7 days ahead of the meeting.

Cabinet, Monday, 22 May 2017

Starting on 22 May 17 at 18:30 for 3 hours until 21:30

[Monday, 22 May 2017](#)

This meeting will be held in the Council Chamber, Mendip District Council, Shepton Mallet. The meeting will commence at 6.30 pm. An agenda will be published 7 days ahead of the meeting.

Contact details for the committee officers are as follows:

Claire Dicken

claire.dicken@mendip.gov.uk

01749 341341