

- 16/17/230 **PRESENT:** Cllrs Barnett (in the Chair), Bell, Salter and Pople.
- 16/17/231 **ALSO PRESENT:** 6 members of the public.
- 16/17/232 **APOLOGIES FOR ABSENCE** - received from CCllr Huxtable and DCllr Kingham who both had to attend another meeting.
- 16/17/233 **IN ATTENDANCE:** The Clerk to the Council.
- 16/17/234 **DECLARATIONS OF INTEREST** - Cllr Pople declared an interest in the Playing Field as she is the Council's representative.
- 16/17/235 **MINUTES OF PREVIOUS MEETING** - were confirmed and signed.
- 16/17/236 **MATTERS ARISING FROM PREVIOUS MEETINGS AND NOT LISTED** - none
- 16/17/237 **COUNTY COUNCILLOR'S REPORT** - CCllr Huxtable was not present.
- 16/17/238 **DISTRICT COUNCILLOR'S REPORT** - DCllr Kingham was not present.
- 16/17/239 **HIGHWAYS**
- a. Any updates on previous problems
 - i. Protection of the grass around the war memorial and Christmas Tree and its lights - the Clerk reported that she is still investigating possible grants.
 - ii. Little Leaze Lane - Cllr Salter had taken some photos which he had just forwarded on to the Clerk. Cllr Salter reported that he had met a highways representative in Little Leaze Lane and discussed the issues with him. He was advised that if he was able to record the damage done by a heavy vehicle, note its registration number and record the date and time then some action is possible. Otherwise, limited patching is all that will take place along this lane - 4 areas in the next financial year.
 - iii. Church Way "No Through Road" sign - The Clerk had now heard that the sign has been ordered and will be erected as soon as possible after SDC have received it. The Clerk apologised for having missed writing to the landowner about the overhanging brambles. Members of the public offered to cut them back.
 - b. Road markings and signage - no update.
 - c. Problems arising and any other highway matters - There was some concern amongst the public regarding the ditch opposite the building site at 1 Lippetts Way. The Clerk would write to the developer asking that all damage to the ditches be remedied as soon as possible once work is complete and she would ask when work is likely to finish.
- 16/17/240 **ADDITIONAL GRAVEYARD PROVISION AND SHARING OF POLDEN WHEELS GRAVEYARDS** - it was agreed that this item should be removed from the agenda for the time being.
- 16/17/241 **PLANNING**
- a. 14/17/00001 - Bay Tree Lodge, 1C Lippetts Way - substitute plans relating to location of garage - granted.
 - b. Local Plan Consultation - following discussion it was agreed that a "no comment" response should be submitted.
 - c. Any other planning matters for information - none
- 16/17/242 **FINANCE**
- a. Summary of accounts - The Clerk provided all councillors with copies of the account and statements. The accounts were approved.
 - b. Cheques for signature - were approved as follows:- Chq.401 Clerk's pay and expenses £316.05.
 - c. Any other financial matters for information - The Clerk had just heard from the auditors that the audit paperwork would be sent to the Council at the end of the month.
- 16/17/243 **RIGHTS OF WAY, FOOTPATHS** - Cllr Pople raised an issue relating to two self closing gates which don't shut properly. The Clerk would forward Mr Thomas' contact details so that she could pass the information on to him.
- 16/17/244 **PLAYING FIELD REPORT** - Cllr Pople said that the damaged panel had been replaced but when it was unwrapped it too was found to be faulty. A further replacement will be arranged.
- 16/17/245 **PARISH PLOT** - no update.
- 16/17/246 **SDC, SCC, SALC, CPRE, CITIZENS ADVICE BID FOR FUNDS** - The only matter for consideration was the letter from the Citizens Advice. This did not state clearly how parish councils could help. It was agreed to take no action.
- 16/17/247 **STORAGE OF ARCHIVE PAPERWORK** - It was agreed that the Clerk should arrange to take such documents as need archiving to the Somerset Records Office as and when convenient.
- 16/17/248 **ITEMS FOR INFORMATION, CIRCULATION, DISTRIBUTION** - C&CD.
- 16/17/249 **ITEMS FOR NEXT MEETING** - none.
- 16/17/250 **URGENT CORRESPONDENCE** - none.
- 16/17/251 **DATE OF NEXT MEETING** - Tuesday 11th April 2017. Annual Parish Meeting will be held on 9th May at 7pm and will be followed by the annual meeting of the Parish Council

The meeting closed at 8.05pm

Chairman 

Date 11/4/17

- a. Summary of accounts - The Clerk provided all councillors with copies of the account and statements. The accounts were approved.
- b. Cheques for signature - were approved as follows:- Chq.398 Clerk's pay and expenses £350.36; Chq.399 Porter Plant Hire (Work at the Parish Plot) £5,208.00; Chq.400 Sedgemoor District Council (Grounds maintenance) £96.33. The Clerk asked if the Council was happy for her to renew the subscription to McAfee for internet security. This was agreed. The Clerk would check that the grant for the Parish Plot work has gone through before sending Mr Porter's cheque. If there was a problem she might need to arrange a transfer from the National Savings account.
- c. PAYE Payments - The Clerk reported that the bank had instructed her to get a Direct Debit form from HMRC saying that the bank would not supply one. HMRC say that the form has to be obtained from the bank. Following discussion of the unsatisfactory state of affairs it was agreed that the Clerk should continue to pay direct over the internet from her own account.
- d. Any other financial matters for information - Grant for the work at the Parish Plot has been received.

16/17/221 **RIGHTS OF WAY, FOOTPATHS** - no problems reported.

16/17/222 **PLAYING FIELD REPORT** - Cllr Pople said that the replacement for the damaged mirror is currently being made and should be installed soon.

16/17/223 **PARISH PLOT** - The Clerk reported that there are many trees and bushes preventing access to the East ditch from the Parish Plot side. These should be seen to in order to enable access to clear the ditch from the Plot side rather than having to rely on the goodwill of the neighbouring landowner.

16/17/224 **SDC, SCC, SALC, CPRE - ITEMS FOR INFORMATION** - Cllrs Barnett and Robins wish to attend the Code of Conduct Training on 27 March. Cluster meeting dates are: Joint Clusters - Wed 22 Feb; Tuesday 3 Oct. Sedgemoor South East Cluster - Tuesday 27 June; Tuesday 21 November. Joint meetings to be held at Bridgwater House and SE Cluster meetings at The Lounge, Woolavington Village Hall. All Cluster meetings will start at 7pm. Cllr Barnett would try to attend on 22nd February.

16/17/225 **STORAGE OF ARCHIVE PAPERWORK** - Following discussion it was agreed that the Clerk should arrange for the storage of essential items at Somerset County Records Office. She would provide some old minute books for Cllr Barnett to look at prior to storage.

16/17/226 **ITEMS FOR INFORMATION, CIRCULATION, DISTRIBUTION** - Litter pick; Photographic competition; multi-media exhibition "Out of the Mouth of the Parrett" were all put for circulation.

16/17/227 **ITEMS FOR NEXT MEETING** - It was agreed to formally discuss the Local Plan at the next meeting.

16/17/228 **URGENT CORRESPONDENCE** - none.

16/17/229 **DATE OF NEXT MEETING** - Tuesday 14th March 2017

The meeting closed at 8.20pm

Chairman *G.R. Barnett*

Date *14/3/17*

16/17/207 **PRESENT:** Cllrs Barnett (in the Chair), Bell, Robins, Salter and Pople

16/17/208 **ALSO PRESENT:** 4 members of the public, Cllr Huxtable and DCllr Kingham

16/17/209 **APOLOGIES FOR ABSENCE** - none.

16/17/210 **IN ATTENDANCE:** The Clerk to the Council.

16/17/211 **DECLARATIONS OF INTEREST** - Cllr Pople declared an interest in the Playing Field as she is the Council's representative.

16/17/212 **MINUTES OF PREVIOUS MEETING** - were confirmed and signed.

16/17/213 **MATTERS ARISING FROM PREVIOUS MEETINGS AND NOT LISTED** - none

16/17/214 **COUNTY COUNCILLOR'S REPORT** - Cllr Huxtable reported that the County is setting its precept tomorrow. There will be no more than a 2% increase for the County.

16/17/215 **DISTRICT COUNCILLOR'S REPORT** - DCllr Kingham said the District would be setting the Council Tax in March. Another 61 council houses are in the process of being started.

16/17/216 **HIGHWAYS**

a. Any updates on previous problems

- i. Protection of the grass around the war memorial and Christmas Tree and its lights - the Clerk reported on her researches to date regarding grants for the work. It was agreed not to make a pass under the road for an electricity lead when the work is carried out. The possibility of solar and LED lighting were mentioned. It was agreed that the Council would, in future, contribute up to £100 towards the Christmas tree.
- ii. Little Leaze Lane - the Clerk read a response from Mr Gill regarding the subsidence. It was agreed that Cllr Salter would take some photographs and both he and the Clerk would write to try and get some action taken.
- iii. Church Way "No Through Road" sign - The Clerk is still pursuing this matter. It was also noted that there are several brambles overhanging the wall and getting in the way. The Clerk was instructed to write to the landowner asking if they could be cut back.

b. Road markings and signage - The Clerk reported on road markings and signs she had written to Highways about. There is sometimes confusion regarding the give way markings at the Steel Lane triangle because of the way they have been done in the past. A problem had been reported regarding speed along Lippetts Way at the King William crossroads. The Clerk had asked for warning signs of the junction to be erected on Lippetts Way.

c. Problems arising and any other highway matters - none

16/17/217 **PRESENT** - Cllr Huxtable left the meeting.

16/17/218 **ADDITIONAL GRAVEYARD PROVISION AND SHARING OF POLDEN WHEELS**

GRAVEYARDS - Mrs Frier had forwarded the Clerk's message on to a couple of people. One of them is away at present and the Clerk spoke to the other last Thursday. Mrs Frier updated the meeting on the situation regarding burials within the Polden Wheel group of churches.

16/17/219 **PLANNING**

a. 14/16/00010 - 14A Steel Lane - this has been approved by Sedgemoor.

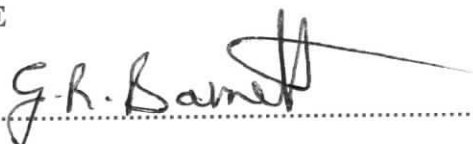
b. 14/17/00001 - Bay Tree Lodge, 1C Lippetts Way - substitute plans relating to location of garage - it was agreed that this would be a bit of an improvement and it was supported.

c. Local Plan Consultation - Since sending out the internet link for this to all the councillors a hard copy had now been received. The Chairman would take this and make it available to the councillors if required.

d. Any other planning matters for information - none

16/17/220 **FINANCE**

Chairman



Date

14/3/17

- 16/17/186 **PRESENT:** Cllrs Barnett (in the Chair), Bell, Robins, Salter and Pople
- 16/17/187 **ALSO PRESENT:** 4 members of the public, CCllr Huxtable and DCllr Kingham
- 16/17/188 **APOLOGIES FOR ABSENCE** - none.
- 16/17/189 **IN ATTENDANCE:** The Clerk to the Council.
- 16/17/190 **DECLARATIONS OF INTEREST** - Cllr Pople declared an interest in the Playing Field as she is the Council's representative. DCllr Kingham declared an interest in planning.
- 16/17/191 **MINUTES OF PREVIOUS MEETING** - were confirmed and signed.
- 16/17/192 **MATTERS ARISING FROM PREVIOUS MEETINGS AND NOT LISTED** - none
- 16/17/193 **DISTRICT COUNCILLOR'S REPORT** - DCllr Kingham said that the proposed three weekly waste collection system has now been approved by Sedgemoor. This is due to start at the end of 2017 or beginning of 2018. The first occupants of the newly built council houses have now moved in off the waiting list. A questionnaire regarding the council tax will soon be out prior to budget setting.
- 16/17/194 **COUNTY COUNCILLOR'S REPORT** - CCllr Huxtable reported that the County budget consultation is under way. The last bit of resurfacing on the A39 is due to take place shortly between Normans Lane and The Pipers.
- 16/17/195 **HIGHWAYS**
- a. Any updates on previous problems
 - i. Protection of the grass around the war memorial - the Clerk will continue looking for grants.
 - ii. Little Leaze Lane - there is now a problem with subsidence. This causes the heavy vehicles to push the verge into the ditch which then gets blocked. Clerk to contact Highways to see what can be done about this problem.
 - b. Problems arising and any other highway matters -
 - i. Manor Road Closure - due to take place for one day tomorrow.
 - ii. Langlands Barn - the pothole has been repaired. It was again noted that Langland Lane is adopted by County beyond this point.
 - iii. Church Way - Highways have acknowledge receipt of the request for a 'No Through Road' sign. They have suggested contacting Sedgemoor in the first instance to enquire if wording could be added to the street nameplate. The Clerk will pursue this.
- 16/17/196 **ADDITIONAL GRAVEYARD PROVISION AND SHARING OF POLDEN WHEELS GRAVEYARDS** - Clerk to invite someone from the Church to enlighten us regarding the Polden Wheel shared churchyards.
- 16/17/197 **PLANNING**
- a. 14/16/00010 - 14A Steel Lane - Following discussion it was agreed to support this application.
 - b. Any other planning matters for information - none
- 16/17/198 **FINANCE**
- a. Summary of accounts and setting of Precept for the 2017/18 year - The accounts were accepted. Following discussion it was proposed by Cllr Robins and seconded by Cllr Pople that a precept of £7,500 should be set this being the same as last year. Carried.
 - b. Cheques for signature - were approved as follows:- Chq.395 Clerk's pay and expenses £321.65; Chq.396 Sedgemoor District Council (Grounds maintenance) £385.29; Chq.397 B Robins (seat for the Pound) £75.00. The Clerk drew attention to the fact that she had received a letter from HMRC stating that a cheque is no longer acceptable as payment of PAYE. She would pay the PAYE herself this time but felt a better way forward would be to set up a direct debit. This was agreed and she was instructed to make the necessary arrangements.
 - c. Any other financial matters for information -
 - i. Pensions Regulator - a letter had been received from the Pensions Regulator confirming that they were happy with the fact that there are currently no employees requiring the Council to pay into a pension.
 - ii. Wayleave Payment - the Clerk reported that a cheque for £7.61 had been received in respect of the pole in The Pound.
- 16/17/199 **RIGHTS OF WAY, FOOTPATHS** - no problems reported.
- 16/17/200 **PLAYING FIELD REPORT** - The Chairman read a letter of thanks for the Council's support in getting the new play equipment. Cllr Pople said she will chase up the replacement of the damaged item.
- 16/17/201 **PARISH PLOT** - The Clerk, who needs to take photographs of the work in progress and/or the completed job had not recently been to the Plot to see if the work has been done. She had not heard anything recently from Mr Porter. This matter is to be pursued.
- 16/17/202 **SDC, SCC, SALC, CPRE - ITEMS FOR INFORMATION** - CPRE Annual Report was put for circulation.
- 16/17/203 **ITEMS FOR INFORMATION, CIRCULATION, DISTRIBUTION** - Somerset Voice; Policing Plan; C&CD. The Clerk had received an email from the Polden Post asking if Catcott issued Welcome Packs for new residents. It was confirmed that Catcott does not do this.
- 16/17/204 **ITEMS FOR NEXT MEETING** - Electricity supply for the Christmas tree to avoid the necessity of a ramp.
- 16/17/205 **URGENT CORRESPONDENCE** - none.
- 16/17/206 **DATE OF NEXT MEETING** - Tuesday 14th February 2017

The meeting closed at 8.15pm

Chairman

G.R. Barnett

Date

14/2/17

- 16/17/164 **PRESENT:** Cllrs Barnett (in the Chair), Bell, Robins and Pople
- 16/17/165 **ALSO PRESENT:** 5 members of the public and DCllr Kingham
- 16/17/166 **APOLOGIES FOR ABSENCE** - were received and accepted from Cllr Salter and CCllr Huxtable.
- 16/17/167 **IN ATTENDANCE:** The Clerk to the Council.
- 16/17/168 **DECLARATIONS OF INTEREST** - Cllr Pople declared an interest in the Playing Field as she is the Council's representative.
- 16/17/169 **MINUTES OF PREVIOUS MEETING** - were confirmed and signed.
- 16/17/170 **MATTERS ARISING FROM PREVIOUS MEETINGS AND NOT LISTED** - none
- 16/17/171 **DISTRICT COUNCILLOR'S REPORT** - told the meeting about proposed changes to waste collections across Somerset. The current proposal is for 3 weekly wheelie bin collection but for more items to be recycled by 2020. Sedgemoor is not happy about this proposal.
- 16/17/172 **COUNTY COUNCILLOR'S REPORT** - CCllr Huxtable had updated the Clerk regarding his enquiries into motorway parking charges. This is being looked at seriously by the County.
- 16/17/173 **HIGHWAYS**
- a. Any updates on previous problems
 - i. Protection of the grass around the war memorial - The Clerk reported that so far she had been unsuccessful in her enquiries into possible grants. The Council instructed her to formally notify Mr Gill that the Council wish the work to proceed during the next financial year.
 - ii. Potholes along Lippetts Way and Broadway - the Clerk had written to the developer.
 - iii. Little Leaze Lane - no update.
 - b. Problems arising and any other highway matters -
 - i. Road Closure - the Clerk informed the meeting of a forthcoming road closure of Manor Road between Vine Orchard and Wellfield for one day from 11th January 2017.
- 16/17/174 **ADDITIONAL GRAVEYARD PROVISION AND SHARING OF POLDEN WHEELS GRAVEYARDS** - DCllr Kingham reported that the land must be suitable for the purpose intended. Change of use permission would need to be obtained. Suitable drainage would be required. Compulsory purchase was a possibility but would cost quite a lot. Clerk to invite someone from the Church to enlighten us regarding the Polden Wheel shared churchyards.
- 16/17/175 **PLANNING**
- a. 14/16/00009 - 1 Lippetts Way - an application for considerable minor amendments had been refused by SDC.
 - b. Any other planning matters for information - none
- 16/17/176 **FINANCE**
- a. Summary of accounts - the Clerk had not had time to provide accounts for this meeting. The precept would need to be set at the next meeting.
 - b. Cheques for signature - were approved as follows:- Chq.391&3392 Clerk's pay and expenses £311.06; Chq.393 CR & SL Pople (winter services) £120.00; Chq.394 Playdale (new play equipment) £2973.00 (Clerk to hold this cheque until the RLT funds have been received from Sedgemoor (they have been requested)).
 - c. Any other financial matters for information - none.
- 16/17/177 **RIGHTS OF WAY, FOOTPATHS** - David Thomas (Footpath Liaison Officer) reported on various stiles and other problems which he has in hand. He has been told by SCC that The Rambling Association undertake the repair of stiles. He would find out from County if local people could do simple repairs.
- 16/17/178 **PLAYING FIELD REPORT** - Cllr Pople provided a copy of the insurance for the Council's files. The Craft Sale went very well. The new equipment has gone in and one slightly damaged item will be replaced. Mr Thomas told the meeting that the wavy mirror is particularly popular. A hammer is needed for the bells. Some seized up items previously installed need to be freed. Cllr Pople would ensure all this is undertaken.
- 16/17/179 **PARISH PLOT** - Cllr Barnett and the Clerk reported on the proposed work. Mr Porter intends to start the work next week the Clerk having obtained a further time extension to enable this.
- 16/17/180 **THE POUND - SEAT** - this is now in place.
- 16/17/181 **SDC, SCC, SALC, CPRE - ITEMS FOR INFORMATION** - Clerk reminded councillors of the SALC meeting on 15th December.
- 16/17/182 **ITEMS FOR INFORMATION, CIRCULATION, DISTRIBUTION** - The clerk was asked to write again regarding one of the blocked pavements as no action has yet been taken. She would also thank the CVA for the wonderfully decorated Christmas tree and congratulate the school on its turnout on Remembrance Day.
- 16/17/183 **ITEMS FOR NEXT MEETING** - setting the precept for the next financial year (2017/2018)
- 16/17/184 **URGENT CORRESPONDENCE** - none.
- 16/17/185 **DATE OF NEXT MEETING** - Tuesday 10th January 2017

The meeting closed at 8.35pm when festive refreshments were provided for all.

Chairman *J.R. Barnett*

Date *10/1/17*

16/17/155 **FINANCE**

- a. Summary of accounts - bank statements had arrived and the Clerk provided an up to date copy of the accounts for all councillors. These were approved.
- b. Cheques for signature - were approved as follows:- Chq.387&388 Clerk's pay and expenses £343.84; Chq.389 D Salter (reimbursement for Memorial wreath from British Legion) £20; Chq.390 Playdale (new play equipment) £2973.00.
- c. New Equipment for Playing Field - This can now be ordered. SDC had provided a grant of half the RLT2 funds to help meet the first instalment.
- d. Any other financial matters for information - it was brought to the Council's attention that a new wooden barrel for planting was required by the CVA. It was agreed that this be purchased on the same grounds as before.

16/17/156 **RIGHTS OF WAY, FOOTPATHS** - No new problems were identified. The Clerk had put Catcott's and Edington's liaison representatives in touch with each other.

16/17/157 **PLAYING FIELD REPORT** - Cllr Pople said she should have a phone call by 21 November giving an update on the instalment date for the new equipment. The Committee are holding a craft sale on 26th November. It was agreed that Cllr Pople would provide a copy of the Playing Field insurance policy for the Council.

16/17/158 **PARISH PLOT** - The Clerk reported that the grant request had gone in on time. She had needed to contact/liaise with DEFRA, Natural England, the Somerset Wildlife Trust, the Drainage Board and the Forestry Commission. She had had to complete various forms for several different bodies in order for permission to be granted for the work. It was agreed to hold off doing the work until the Spring as we would then know the result of the grant application.

16/17/159 **THE POUND - SEAT** - Cllrs Robins and Bell had re-varnished, re-laquered as required and the metalwork is also finished. They hope to put the seat together tomorrow. The Chairman proposed a vote of thanks to them for all the work they have put in.

16/17/160 **WREATH LAYING AT THE WAR MEMORIAL ON 11TH NOVEMBER** - Cllr Salter handed the wreath to Cllr Barnett who would lay it at the service on 11th November. It had proved impossible to keep the brass plaque shiny but it was noted that the important thing is that the names will remain readable.

16/17/161 **SDC, SCC, SALC, CPRE - ITEMS FOR INFORMATION -**

- a. Painting of Pillar Box - The Clerk had been advised that the best way to get the box repainted is for the postman to take the matter up.
- b. SALC Area meeting - is to be on 15th December at Somerton with festive refreshments at 6.30pm and the meeting starting at 7.00pm.
- c. Car Parking Charges - to be brought in at Ham Wall and Shapwick Heath.
- d. Clerks & Councils Direct - was put for circulation.

16/17/162 **ITEMS FOR NEXT MEETING** - none mentioned.

16/17/163 **URGENT CORRESPONDENCE** - none.

16/17/164 **DATE OF NEXT MEETING** - Tuesday 13th December 2016 with festive refreshments at the close.

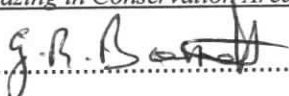
The meeting closed at 8.55pm

Chairman G.R. Bond

Date 13/12/16

- 16/17/142 **PRESENT:** Cllrs Barnett (in the Chair), Salter, Bell, Robins and Pople
- 16/17/143 **ALSO PRESENT:** 5 members of the public, CCllr Huxtable and DCllr Kingham
- 16/17/144 **APOLOGIES FOR ABSENCE** - none.
- 16/17/145 **IN ATTENDANCE:** The Clerk to the Council.
- 16/17/146 **DECLARATIONS OF INTEREST** - Cllr Pople declared an interest in the Playing Field as she is the Council's representative.
- 16/17/147 **MINUTES OF PREVIOUS MEETING** - were confirmed and signed.
- 16/17/148 **MATTERS ARISING FROM PREVIOUS MEETINGS AND NOT LISTED** - none
- 16/17/149 **DISTRICT COUNCILLOR'S REPORT** - DCllr Kingham provided a copy of the proposed road improvements in Northern Bridgwater relating to Hinkley which is currently out for consultation. The Clerk would scan this and send it to all councillors. The matter of parking in lay-bys at motorway junctions was discussed. CCllr Huxtable's report includes this which is a County matter rather than a District one. A car park in Bridgwater has recently been closed to allow work on the construction of a large water holding tank underneath to take place. This should help alleviate flooding problems by collecting floodwater and dispersing it gradually.
- 16/17/150 **COUNTY COUNCILLOR'S REPORT** - CCllr Huxtable said he would find out about car parking in motorway laybys to establish the reason for their use all day not being charged for or restricted time-wise. He said there is a slight improvement of about £3m in the County deficit. The roadworks at Loxley Woods are now complete.
- 16/17/151 **HIGHWAYS**
- a. Any updates on previous problems
- i. Protection of the grass around the war memorial - The Chairman explained to the public what was proposed. The work will not take place until after April. The Clerk has been trying to find out whether there are any grants which might help us. She would continue to look. Cllr Robins proposed that the work goes ahead regardless of whether any grant assistance is obtained. Cllr Salter seconded. Carried.
- ii. Potholes along Lippetts Way and Broadway - The main concern at present is the fact that the ditches at the building site at 1 Lippetts Way have been pushed in by machinery and vehicles. The Clerk was instructed to write to the builder asking him to ensure that the ditches are properly reinstated to a satisfactory standard when work is complete.
- iii. Little Leaze Lane - the large pothole has been filled. The lane is, however, narrow and the large machinery which uses the road constantly brakes off the road edges. This inevitably causes problems with the ditches into which the debris falls. CCllr Huxtable said there is little that can be done. Vehicles and machinery are simply too large nowadays for small country lanes and it is not cost effective to constantly repair the damage.
- b. Problems arising and any other highway matters -
- i. Langlands Lane - there are potholes at Langlands Barn in need of attention.
- ii. Church Way - cars frequently drive down here in error (probably a sat nav instruction taken too soon). They then have to reverse out. Clerk will ask for a "No Through Road" sign at the entrance.
- 16/17/152 **ADDITIONAL GRAVEYARD PROVISION AND SHARING OF POLDEN WHEELS GRAVEYARDS** - There was considerable discussion following which the Clerk was instructed to contact the Church Warden to get information on the sharing of graveyards. DCllr Kingham would find out from SDC what the criteria are for new graveyards. The Clerk would forward this to councillors and Cllr Salter undertook to study the information.
- 16/17/153 **PRESENT** - CCllr Huxtable left the meeting.
- 16/17/154 **PLANNING**
- a. Any planning matters for information -
- i. Wooden decking to the rear of 14A Steel Lane - The Clerk alerted the Council to an email received earlier in the day from a resident in Hector Road who was concerned about overlooking. As this had not been on the agenda the Council could not take any action. However, it was noted that this has already been passed to the Enforcement team at Sedgemoor.
- ii. Double Glazing in Conservation Areas and on Listed Buildings - The Clerk had received a leaflet about this.

Chairman



Date 13/12/16

that this application had been granted permission by the committee earlier in the day. The Clerk outlined the conditions attached to the permission but these did not seem to relate to some of the main concerns.

- b. Neighbourhood Planning Bill - info forwarded to councillors following last meeting. No action to take.
- c. Annual Training on Planning - 12th & 18th October. 5.45 for 6pm until 9pm. Councillors were reminded of these meetings but none of them were likely to attend either.
- d. Any other planning matters - none.

16/17/128 FINANCE

- a. Summary of accounts - bank statements had arrived and the Clerk provided an up to date copy of the accounts for all councillors. These were approved.
- b. Cheques for signature - Chq.384 Porter Plant Services (flailing North section of Parish Plot) £336.00; Chqs.385&386 Clerk's pay and expenses £349.19.
- c. **PRESENT** - Cllr Pople left the room prior to the commencement of this item. New equipment for the playing field and RLT2 grant request - Cllr Robins proposed that a fourth item should be purchased and the total sum in the RLT2 funds used. SDC had confirmed that the grant would be available for the proposed scheme. Seconded by Cllr Bell and carried. **PRESENT** - Cllr Pople returned to the room when this item had finished.
- d. Any other financial matters for information -
 - i. Rural Payments Agency - a payment of £397.10 has been sent to the Council's account.
 - ii. Spam Blocker - it was proposed by Cllr Robins and seconded by Cllr Bell that the Clerk should purchase a dedicated spam blocker. Carried.
 - iii. Remembrance Day Wreath - in line with minute 15/16/181 it was agreed that Cllr Salter should purchase a wreath from the British Legion. It was unanimously agreed to donate £20 for the wreath. The laying of the wreath to be discussed at the next meeting.

16/17/129 **RIGHTS OF WAY, FOOTPATHS** - nothing to report.

16/17/130 **PLAYING FIELD REPORT** - Cllr Pople said there is to be a curry night at the Village Hall on Saturday at 7pm. The Fayre is due to be held on 26 November with local produce and crafts. The spinning discs on one of the play items had seized up again but were subsequently freed. If it happens again a replacement will be installed. There had been problems with the insurance as the group insurance was no longer available. New insurance with Zurich has been taken out.

16/17/131 **PARISH PLOT** - Following a report on the latest meeting on the Parish Plot and the receipt of Mr Porter's quote for the work required it was agreed to apply for a grant for the full quote.

16/17/132 **THE POUND - SEAT** - Cllr Robins had been able to obtain a suitable seat secondhand. It is in good condition but needs a coat of varnish and some blacking. Cllrs Robins and Bell offered to undertake these tasks and would be reimbursed if necessary.

16/17/133 **MOBILE LIBRARY SERVICES** - The Clerk alerted the meeting to the fact that underused mobile library services are going to be closed. There was no intimation that this will happen in Catcott for the time being.

16/17/134 **PAINTING OF PILLAR BOX** - The Clerk had recently chased this matter up and was awaiting a response.

16/17/135 **COUNCIL TAX REFERENDUM PROPOSALS** - email from NALC forwarded to councillors. No action to be taken as very little likelihood that it will affect Catcott.

16/17/136 **CPRE** - including AGM - nothing to report.

16/17/137 **SDC** - All Parish Meeting Thurs 22nd September. No report available. Reminder letter from SDC regarding legal advice service had been received. Role and functions questionnaire from SDC had been completed by the Clerk. Newsheet on Strategic Housing had just been received.

16/17/138 **ITEMS FOR INFORMATION, CIRCULATION, DISTRIBUTION** - View from the Brue.

16/17/139 **ITEMS FOR NEXT MEETING** - Sharing of Polden Wheel graveyards; Wreath laying at the War Memorial

16/17/140 **URGENT CORRESPONDENCE** - none.

16/17/141 **DATE OF NEXT MEETING** - Tuesday 8th November 2016

The meeting closed at 8.50pm

Chairman

G. H. Barrett

Date

8/11/16

- 16/17/115 **PRESENT:** Cllrs Salter (in the Chair), Bell, Robins and Pople
- 16/17/116 **ALSO PRESENT:** 6 members of the public, CCllr Huxtable and DCllr Kingham
- 16/17/117 **APOLOGIES FOR ABSENCE** - Cllr Barnett sent his apologies which were accepted.
- 16/17/118 **IN ATTENDANCE:** The Clerk to the Council.
- 16/17/119 **DECLARATIONS OF INTEREST** - Cllr Pople declared an interest in the Playing Field as she is the Council's representative.
- 16/17/120 **MINUTES OF PREVIOUS MEETING** - were confirmed and signed.
- 16/17/121 **MATTERS ARISING FROM PREVIOUS MEETINGS AND NOT LISTED** - none
- 16/17/122 **DISTRICT COUNCILLOR'S REPORT** - DCllr Kingham advised us that permission for the new reactor at Hinkley Point has now been given the definite go ahead. There will be a great deal of work carried out over the next few years including various road improvements and the building of three new hotels in Bridgwater. The entrance to the old Inovia site will be improved and a campus for 850 workers built there. A hundred buses will be running specifically to take workers to and from the site where there will be strict security. There will be number plate recognition for deliveries and strict control over routes and speed. Hours will be limited to -7am-10pm. Five new tourist officers will be appointed. All this is to be funded by EDF.
- 16/17/123 **COUNTY COUNCILLOR'S REPORT** - CCllr Huxtable remarked that whilst there will be a lot of improvements there is no good solution but only a less bad solution to the problems created. He anticipates between 10 and 15 years' disruption. A jetty from the site into the Bristol Channel will be primarily used for the movement of goods and spoil into and away from the site. CCllr Huxtable also said that there has been a significant and costly increase in the numbers (4 figures per week) of both children and elderly being taken in to care. There are 78 asylum seekers to be taken (family members) plus 7 unaccompanied minors. On a positive note he said that Highways had been able to get on with a great deal of work during the good weather.
- 16/17/124 **HIGHWAYS**
- a. Any updates on previous problems
- i. Protection of the grass around the war memorial - There is a proposed meeting of Council representatives with the SDC Conservation Officer and Liam Gill on 18th at 4pm on site. Clerk will chase Liam Gill for a response as to whether he can manage that time and date.
- ii. Potholes along Lippetts Way and Broadway - to be raised with Liam Gill on 18th along with the problem of the ditch in Old School Lane.
- iii. Pothole reporting update - CCllr Huxtable reported that the pilot scheme in which the village took part has been superseded by a new web based scheme enabling any member of the public to report a defect.
- iv. Little Leaze Lane - to be raised with Liam Gill on 18th.
- v. Overgrown hedges - Clerk had written to the householders mentioned at the last meeting. She had also included a general request on this matter in the Polden Post report.
- vi. Hedge at King William Inn - The response from Palmers had been helpful and the hedge has been cut back.
- b. Problems arising and any other highway matters -
- i. Limekiln crossroads at Shapwick - It was agreed to support Shapwick in an effort to improve the safety of this junction. The Clerk, who uses it several times a day said a big part of the problem is the speed of vehicles travelling East and West. Vehicles reach the junction before those travelling North and South have time to see them and take avoiding action.
- ii. Edington crossroads - concern was also raised about this junction. CCllr Huxtable and the Clerk explained that a great effort has been made for a very considerable time to improve the situation.
- 16/17/125 **ADDITIONAL GRAVEYARD PROVISION** - the fact that anyone in any of the parishes of the Polden Wheel can be buried in any of the graveyards within the Wheel was mentioned. To be discussed at the next meeting.
- 16/17/126 **PRESENT** - CCllr Huxtable left the meeting.
- 16/17/127 **PLANNING**
- a. 14/16/00007 - Erection of tree house for holiday let at 4(3)Vine Orchard - Council was concerned and disappointed

Chairman G.R. BarnettDate 8/11/16

notice to the public in the 14/15 financial year. Conclusion of audit notice to be put on website

- c. Cheques for signature - Chqs. 382&383 Clerk's pay and expenses £307.26
- d. New equipment for the playing field - Clerk would meet with Cllr Pople to complete the application form for RLT2 funds.
- e. Any other financial matters for information - new interest rate of 0.01% on reserve account

- 16/17/105 **RIGHTS OF WAY, FOOTPATHS** - David Thomas, the Council's Footpath Liaison Officer reported. He has been going round various paths and cutting back a lot of vegetation. There are some new field gates with small personnel gates incorporated which are very good. A few problems on paths were mentioned. Mr Thomas asked if the Council had any equipment which would help with clearing the worst of the overgrowth of vegetation where it had got bad. There were concerns over public liability insurance for this. The Clerk would find out what SCC do about liability for those who 'adopt a path'.
- 16/17/106 **PLAYING FIELD REPORT** - Cllr Pople reported on various activities being carried out to raise funds including the CVA Curry Night, MacMillan, Craft Fayre on 26/11/16
- 16/17/107 **PARISH PLOT** - John Porter will flail the Northern section of the Plot in the next few days. Cllr Barnett met with Mark Blake, Somerset Wildlife Trust and Lauren Eldred from Natural England. There are some areas which need attention. Ditches on the South and East need clearing and a culvert and pipework by the gateway needs to be reinstated. Clerk instructed to contact John Porter to arrange a meeting between himself and Cllrs Barnett and Pople with a view to him providing a quote. A grant may be available from the Hills to Levels Project.
- 16/17/108 **THE POUND - SEAT** - no update.
- 16/17/109 **CPRE - AGM** - Cllr Barnett would try to attend this.
- 16/17/110 **SDC - ALL PARISH MEETING THURS 22ND SEPTEMBER** - starting at 5.45pm at Bridgwater House.
- 16/17/111 **ITEMS FOR INFORMATION, CIRCULATION, DISTRIBUTION** - C&CD; Travel Somerset (link to be included on website); Countryside Voice; Field Work
- 16/17/112 **ITEMS FOR NEXT MEETING** - none
- 16/17/113 **URGENT CORRESPONDENCE** - none
- 16/17/114 **DATE OF NEXT MEETING** - Tuesday 11th October 2016

Chairman 

Date 11/10/16

- 16/17/92 **PRESENT:** Cllrs Barnett (in the Chair), Bell, Robins and Pople
- 16/17/93 **ALSO PRESENT:** 4 members of the public and DCllr Kingham
- 16/17/94 **APOLOGIES FOR ABSENCE** - Cllr Salter apologised that he would be about ten minutes late.
- 16/17/95 **IN ATTENDANCE:** The Clerk to the Council.
- 16/17/96 **DECLARATIONS OF INTEREST** - Cllr Pople declared an interest in the Playing Field as she is the Council's representative.
- 16/17/97 **MINUTES OF PREVIOUS MEETING** - were confirmed and signed. It was noted that the date of the next meeting at 16/17/91 was given as 14th September in error for 13th September.
- 16/17/98 **MATTERS ARISING FROM PREVIOUS MEETINGS AND NOT LISTED** - Policing Priorities. A member of the public complained about the very poor response from the police on occasion. Cllr Barnett had completed the Policing Priorities questionnaire on behalf of the Council. Clerk to write to CVA thanking them for their work with the Open Gardens Day and the Prize Giving Night.
- 16/17/99 **DISTRICT COUNCILLOR'S REPORT** - DCllr Kingham mentioned that there are now no local authority lifeguards on the beach. This service is now covered by the RNLI who provide an excellent service for which a small fee is charged.
- 16/17/100 **PRESENT** -Cllr Salter arrived.
- 16/17/101 **HIGHWAYS**
- a. Any updates on previous problems
- i. Protection of the grass around the war memorial - Catcott War Memorial has now been awarded Listed Building Status. Cllr Salter would find out how this is likely to affect the grass area around the memorial. Clerk would chase up costings from Liam Gill. Clerk would also send the Conservation Officer at SDC a copy of the plan and specification in case the new Grade II listing complicates matters.
- ii. Potholes along Lippetts Way and Broadway - road planings have been put in some of the potholes and it is probable that more will be done as it ties in with the work on the A39.
- iii. Pothole reporting update - CCllr Huxtable had been going to look into this. Clerk to chase him up.
- iv. Possible tree planting along Lippetts Way and Broadway - Liam Gill has categorically stated that this will not be permitted as the roots tend to spread and damage the road edge.
- v. Little Leaze Lane - the previous patching has come out so this needs looking at again.
- vi. A39 night time closures - it was agreed that the village hadn't suffered as much as might have been expected.
- b. Problems arising and any other highway matters - Old School Lane - this had been brought up when Liam Gill visited. He was shown the culvert and was told of the water problem. He agreed to get it jetted. Clerk to chase. A couple of very overgrown hedges which severely interfered with walking on the pavements were noted and the Clerk was instructed to write to the residents of the properties asking them to take action in the interests of safety.
- 16/17/102 **ADDITIONAL GRAVEYARD PROVISION** - no update.
- 16/17/103 **PLANNING**
- a. 14/16/00007 - Erection of tree house for holiday let at 4(3)Vine Orchard - no update as at 13/09/16
- b. Any other planning matters - Neighbourhood Planning Bill - information received by the Clerk yesterday would be passed on to councillors.
- 16/17/104 **FINANCE**
- a. Summary of account - the Clerk provided all councillors with copies of the bank statements and accounts up to the end of August. These were approved.
- b. External Audit for 15/16 now complete - the Clerk advised the Council about a note concerning the

Chairman

Date 11/10/16

- 16/17/67 **PRESENT:** Cllrs Barnett (in the Chair), Bell, Salter, Robins and Pople
- 16/17/68 **ALSO PRESENT:** 2 members of the public, CCllr Huxtable and DCllr Kingham
- 16/17/69 **APOLOGIES FOR ABSENCE** - none
- 16/17/70 **IN ATTENDANCE:** The Clerk to the Council.
- 16/17/71 **DECLARATIONS OF INTEREST** - Cllr Pople declared an interest in the Playing Field as she is the Council's representative.
- 16/17/72 **MINUTES OF PREVIOUS MEETING** - were confirmed and signed.
- 16/17/73 **MATTERS ARISING FROM PREVIOUS MEETINGS AND NOT LISTED** - none.
- 16/17/74 **DISTRICT COUNCILLOR'S REPORT** - DCllr Kingham apologised for having missed the previous meeting. He reported that there is a consultation out relating to the barrier on the Parrett. There are seven options of where it should be. This can be found on the District Council website at www.sedgemoor.gov.uk/bridgwaterbarrier.
- 16/17/75 **COUNTY COUNCILLOR'S REPORT** - CCllr Huxtable reported on the progress concerning the Somerset and Devon counties working together. There will be a memorandum of understanding for the South West. He will update people as and when he knows more. Concerns raised by members of the public regarding the delivery and collection times for children at the school were discussed. CCllr Huxtable stated that the school was entitled to make whatever arrangements it wanted to and that SCC had no authority over this.
- 16/17/76 **BUS SERVICE** - no update
- 16/17/77 **HIGHWAYS**
- a. Any updates on previous problems -
 - i. Wig Wag lights - Following discussion it was unanimously agreed not to request wigwag lights.
 - ii. Protection of the grass around the war memorial - the Clerk will chase Liam Gill regarding a meeting.
 - iii. Potholes along Lippetts Way and Broadway - Manor Road is also bad. To be brought up when meeting with Mr Gill.
 - iv. Pothole reporting device update - CCllr Huxtable asked the Clerk to send him the notification she had received regarding the ending of the scheme.
 - v. Possible tree planting along Lippetts Way and Broadway - to be discussed at the meeting with Mr Gill.
 - b. Problems arising and any other highway matters -
 - i. Little Leaze Lane - the repairs have broken up and need re-doing.
- 16/17/78 **PRESENT** - CCllr Huxtable left the meeting.
- 16/17/79 **ADDITIONAL GRAVEYARD PROVISION** - no update
- 16/17/80 **PLANNING**
- a. 14/16/00007 - Erection of tree house for holiday let at 4(3)Vine Orchard - no update as at 12/07/16
 - b. 14/16/00008 - Erection of single storey extensions to side (E) and rear (W) elevations partly on site of existing at 18 Steel Lane - granted.
 - c. Any other planning matters - Bowden Cottage porch - the outer pillars have now been removed.
- 16/17/81 **FINANCE**
- a. Summary of account to 30th June - the bank statements had arrived just in time and the Clerk provided all councillors with copies of the accounts. Her apology for the returned cheque fee was accepted.
 - b. Cheques for signature - were approved as follows:- Chq.378&379 Clerk's pay and expenses July £315.73; Chq.380&381 Clerk's pay and regular expenses August £302.40.

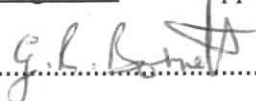
Chairman G.R. BarnettDate 13/10/16

- c. New equipment for the playing field - Cllr Pople outlined the options and provided written copies for councillors. She then left the room. Following discussion it was unanimously agreed to request RLT funds for the proposed equipment (£3996.90 + VAT). Cllr Pople was then fetched and rejoined the meeting.
- d. Any other financial matters for information - VAT refund received; Transparency Fund grant received; letter from Came & Company.
- 16/17/82 **RIGHTS OF WAY, FOOTPATHS** - Cllr Barnett reported a problem on a footpath through his land which he would attend to. The Clerk clarified the situation with regard to the Council's Footpath Liaison Officer.
- 16/17/83 **CATCOTT SCHOOL CORRESPONDENCE** - this had been covered in CCllr Huxtable's report earlier in the meeting.
- 16/17/84 **PLAYING FIELD REPORT** - Cllr Pople reported on the on-going fund raising activities of the committee.
- 16/17/85 **THE POUND - BENCH** - this matter to be left to Cllr Robins.
- 16/17/86 **POLICING PRIORITIES** - the Clerk drew attention to a consultation which members of the public can participate in. www.avonandsomerset-pcc.gov.uk/Take-Part/Your-policing-priorities-consultation.aspx or telephone 012752 816 377 for a hard copy of the survey.
- 16/17/87 **PARISH PLOT** - no update
- 16/17/88 **ITEMS FOR INFORMATION, CIRCULATION, DISTRIBUTION** - C&CD; Hills to Levels funding in the Lower Brue Valley; Cluster meeting arrangements - councillors felt that the proposed changes would make little difference.
- 16/17/89 **ITEMS FOR NEXT MEETING** - none
- 16/17/90 **URGENT CORRESPONDENCE** - none
- 16/17/91 **DATE OF NEXT MEETING** - Tuesday 14th September 2016

Chairman *J.R. Barnett*Date *13/10/16*

- 16/17/45 **PRESENT:** Cllrs Barnett (in the Chair), Bell, Salter and Pople
- 16/17/46 **ALSO PRESENT:** 7 members of the public
- 16/17/47 **APOLOGIES FOR ABSENCE** - were received from DCllr Kingham (given at the end of the previous meeting) and CClr Huxtable
- 16/17/48 **IN ATTENDANCE:** The Clerk to the Council.
- 16/17/49 **DECLARATIONS OF INTEREST** - Cllr Pople declared an interest in the Playing Field as she is the Council's representative.
- 16/17/50 **MINUTES OF PREVIOUS MEETING** - were confirmed and signed.
- 16/17/51 **MATTERS ARISING FROM PREVIOUS MEETINGS AND NOT LISTED** - none.
- 16/17/52 **DISTRICT AND COUNTY COUNCILLORS' REPORTS** - neither was present.
- 16/17/53 **BUS SERVICE** - Following the collapse of Webber Bus soon after the last meeting SCC had stepped in and arranged for First Bus to run a two hourly service in both directions for the time being. This service included coming down into the village.
- 16/17/54 **HIGHWAYS**
- a. Any updates on previous problems
 - i. Wig Wag lights - to be discussed in July when it is hoped CClr Huxtable will be present.
 - ii. Parking outside Wellfield House on King William Road - no problems noted recently. Situation to be monitored.
 - iii. Protection of the grass around the war memorial - CClr Huxtable to be reminded that he had offered to get some costings.
 - iv. Potholes along Lippetts Way and Broadway - these are getting bigger and more dangerous. Clerk to chase.
 - v. Pothole reporting device update - Scheme now abandoned by SCC Highways and the equipment will be collected from the Clerk in due course.
 - vi. Possible tree planting along Lippetts Way and Broadway - it was noted that there is a possible cost in the future. Clerk to contact Highways regarding two or three trees. To be taken back to CClr Huxtable.
 - vii. Awkward slope of road for wheelie bin - this had been checked on by both the Clerk and Cllr Salter. The matter is manageable and help for the householder is on hand if required.
 - b. Problems arising and any other highway matters - The hedge at the King William obstructs view to the right when turning out of King William Road in a car. Clerk to contact Palmers about the problem and to check with Highways on any requirement to limit the height of the hedge.
- 16/17/55 **ADDITIONAL GRAVEYARD PROVISION** - no update.
- 16/17/56 **PLANNING**
- a. 14/16/00007 - Erection of tree house for holiday let at 4(3)Vine Orchard - no update
 - b. 14/16/00008 - Erection of single storey extensions to side (E) and rear (W) elevations partly on site of existing at 18 Steel Lane - It was agreed that this would not impinge on the view from the road and it was noted that neighbours would be consulted. It was agreed to support this application.
 - c. Any other planning matters - none.
- 16/17/57 **FINANCE**
- a. Summary of account to 31st May - had been circulated with the agenda and were approved.
 - b. Grants to be paid this year - it was agreed to pay a Churchyard Maintenance Grant of £500 to St Peter's Church and to pay a grant of £160 to Catcott School in appreciation of the use of the hall for meetings.
 - c. Cheques for signature - were approved as follows - Chqs.370&371 (Clerk's pay and expenses) £318.58;

Chairman



Date

12/7/16

Chq.372 Edington Parish Council (share of insurance cost for defibrillator) £8.00; Chq.373 St Peter's Church (Churchyard maintenance grant) £500.00; Chq.374 cancelled; Chq.375 Catcott School (use of hall for meetings); Chq.376 Transfer to NSI account) £500.00; Chq.377 CPRE(subscription at agreed increase) £40.00.

- d. Any other financial matters for information - The Clerk reported that she has submitted a VAT reclaim form for £457.17.

16/17/58 **RIGHTS OF WAY, FOOTPATHS** - no problems mentioned.

16/17/59 **PLAYING FIELD** - Cllr Pople reported that the bark was now in place. With regard to suggested new equipment Cllr Bell proposed that the equipment the committee wished to purchase should be bought. Cllr Salter proposed an amendment to the effect that a definite price should be obtained and the matter looked at again at the next meeting. Carried.

16/17/60 **PRESENT** - Cllr Robins arrived.

16/17/61 **THE POUND - BENCH** - DCllr Kingham had been going to research this at Sedgemoor. Clerk to remind him.

16/17/62 **PARISH PLOT** - Mr Porter will undertake the annual work when the time and conditions are right.

16/17/63 **ITEMS FOR INFORMATION, CIRCULATION, DISTRIBUTION** - Somerset Voice

16/17/64 **ITEMS FOR NEXT MEETING** - new equipment for the playing field.

16/17/65 **URGENT CORRESPONDENCE** - a member of the public raised concern about the poor and incomplete standard of the work carried out by SDC regarding the grass cutting. Clerk to SDC to do the next cut carefully prior to Open Gardens. She would also ask SCC to cut the verges.

16/17/66 **DATE OF NEXT MEETING** - Tuesday 12th July 2016

The meeting ended at 8.15pm.

Chairman 

Date 12/7/16

- e. 14/16/00007 - Erection of tree house for holiday let at 4(3) Vine Orchard - following discussion it was agreed to object to this application. It is outside the current development limit. Access is too poor and certainly would not permit any disabled access. It would be extremely difficult for emergency vehicles to access the site. This is of particular concern for fire engines because of wooden structures. There were concerns over how the parking would actually work. The trees which it is planned would currently provide screening are all Ash and therefore likely to succumb to the deadly Ash Dieback in the not to distant future. There is nothing in the VDS which would support this application.

16/17/37 **FINANCE**

- a. Internal Audit - the Clerk read the internal auditor's report and advice regarding setting up risk management and internal control policies. Following discussion the Clerk suggested that she try to devise some simpler ones than those suggested last year. This was agreed.
- b. Annual Governance Statement 2015/16 - this had been copied to all councillors with the agenda. It was gone through item by item at the meeting. It was completed and signed.
- c. Accounting Statements 2015/16 - also provided to all councillors with the agenda. Agreed and signed.
- d. Cheques for signature - were approved as follows. It was noted that in line with a previous agreement some cheques had been written between meetings to allow the refurbishing of The Pound. Chq.360 R Young (internal audit) £20.00; Chq.361 Lympsham Concrete Ltd (materials -The Pound) £127.50; Chq.362 Wollens (materials - The Pound) £92.98; Chq.362 Smilers (materials - The Pound) £138.00; Chq.363 David Lee (Labour & materials flooring The Pound) £1,594.00; Chq.364 & 368 (Clerk's pay and expenses) £368.94; Chq.365 Cancelled; Chq.366 SALC (subscription) £131.69; Chq.367 Came and Company (insurance) £276.49.
- e. Community Infrastructure Levy (CIL) - The Clerk has been informed that this has been paid in. It will be kept in a separate earmarked account. The Clerk will check the bank statement when it arrives. The Clerk reminded councillors that SDC have to approve any proposed expenditure.
- f. Any other financial matters
- i. Precept - This has been paid along with the community support grant. The Clerk will check it is in the bank and then the grants to the Churchyard maintenance and Hall use can be paid.
- ii. Transparency Fund - The Clerk reported that further applications can be made for software and a scanner. The Council agreed that she should proceed as she suggested.

16/17/38 **RIGHTS OF WAY AND FOOTPATHS** - it appeared that it would not be necessary to close the Church footpath. It was reported that a finger sign has slipped down its post. Clerk to provide Cllr Pople with Mr Thomas' email address.

16/17/39 **THE POUND** - work is now finished and the Council is very pleased wit the result. A bench still needs to be installed. DCllr Kingham would ascertain if one could be purchased through SDC at a discounted price.

16/17/40 **PARISH PLOT** - A quote had been accepted. Clerk to ask for the work to be undertaken in August.

16/17/41 **ITEMS FOR INFORMATION, CIRCULATION AND DISTRIBUTION** - Clerks and Councils Direct.

16/17/42 **ITEMS FOR NEXT MEETING** - Play Area Report; Payment of grants for Churchyard maintenance and use of the School Hall.

16/17/43 **URGENT CORRESPONDENCE** - none.

16/17/44 **DATE OF NEXT MEETING** - Tuesday 14th June 2016

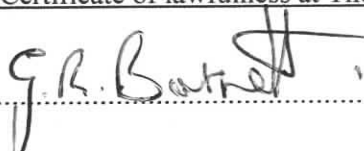
The meeting ended at 8.35pm

Chairman 

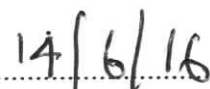
Date 

- 16/17/24 **PRESENT:** Cllrs Barnett (in the Chair), Bell, Salter, Pople and Robins
- 16/17/25 **ALSO PRESENT:** 8 members of the public, DCllr Kingham and CCllr Huxtable
- 16/17/26 **APOLOGIES FOR ABSENCE** - none
- 16/17/27 **IN ATTENDANCE:** The Clerk to the Council.
- 16/17/28 **ELECTION OF CHAIRMAN FOR THE COMING YEAR AND CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE:** Cllr Robins proposed Cllr Barnett, seconded by Cllr Pople. Cllr Barnett was elected Chairman and signed his declaration of acceptance of office, witnessed by the Clerk.
- 16/17/29 **ELECTION OF VICE-CHAIRMAN FOR THE COMING YEAR:** Cllr Pople proposed Cllr Salter. Seconded by Cllr Bell. Carried.
- 16/17/30 **DECLARATIONS OF INTEREST:** Cllr Pople declared an interest as the Council's representative of the Playing Field.
- 16/17/31 **MINUTES OF LAST MEETING:** The minutes of the previous meeting were approved and signed.
- 16/17/32 **MATTERS ARISING FROM PREVIOUS MEETINGS AND NOT LISTED - Playing Field Bark** - Cllr Pople reported that a delivery due on 21st April had not materialised. This morning a delivery had been made but it was loose in a lorry which could not access the play area. Cllr Pople had made emergency arrangements for it but it needed to be cleared and moved to site quickly.
- 16/17/33 **HIGHWAYS**
- a. Any updates on previous problems -
- i. Wig Wag Lights - to be discussed in June
- ii. Parking outside Wellfield - problems of getting the required photograph were mentioned. It was noted that the bus service is now operated by Webber buses who it is believed will be operating smaller buses which might solve the problem.
- iii. Protection of grass area around the War Memorial - Cllr Bell had produced some plans and the Clerk would email a copy of them to CCllr Huxtable.
- iv. Potholes along Lippetts Way and Broadway - some repairs had been undertaken. There are a lot of bad holes in the verges which have now spread on to the highway. These really need repairing especially on health and safety grounds as the road is part of a national cycle route.
- v. Kerb stones at the top of Weares Lane - A check would be made to see if these had been done.
- vi. Pothole reporting device and operative - the Clerk had collected the device and sprays from Mr Mackay and would again contact Highways.
- b. Problems arising and other highway matters
- i. Possible tree planting along Lippetts Way and Broadway - CCllr Huxtable suggested that if more trees were planted along the bank on the South side of the road this might help keep vehicles from driving on the verge so much. He suggested that they could be planted in commemoration of the Queen's 90th birthday.
- ii. Awkward slope of road for wheelie bin - it was reported that a member of the public had trouble putting out the wheelie bin because of the slope of the road.
- 16/17/34 **PRESENT** - CCllr Huxtable left the meeting.
- 16/17/35 **ADDITIONAL GRAVEYARD PROVISION** - Cllr Barnett reported no progress. Mr Frier informed the meeting that the burial records are being looked at again.
- 16/17/36 **PLANNING**
- a. 14/15/00014 - retention of change of use and conversion of garage and erection of yurt to be used as two units of guest accommodation at 16 Lippetts Way - granted with several conditions.
- b. 14/16/00005 - change of use and conversion of outbuilding to dwelling and formation of access, turning area and parking at Littlewoods Farm, 2 Scotts Lane - granted.
- c. 14/15/0009 - Bowden Cottage, 4 The Nydon/Little Leaze Lane - restricted visibility - refused.
- d. 14/16/00006 - Certificate of lawfulness at The Crown - some aspects granted. Clerk to send details to councillors.

Chairman



Date



16/17/12 **FINANCE**

- a. Accounts check - sheets had been sent to councillors with the agenda and the accounts were approved.
- b. Audits - internal and external - the Clerk has posted the necessary notice on the notice board and website. It was agreed that Mr Young should again carry out the internal audit.
- c. Cheques for signature - were approved as follows:- Chq.355 Bradfords Building Supplies (flooring for The Pound) £816.48 (paid between meetings as previously agreed); Chq.356&357 Clerk's pay and expenses £313.24; Chq.358 SDC (grass cutting, including the Play Area) £580.74; Chq.359 Axe Bure Internal Drainage Board (drainage rates for Parish Plot) £20.89.
- d. Any other financial matters - Insurance (covered under minute 15)

16/17/13 **RIGHTS OF WAY, FOOTPATHS** - The Clerk had still had no response to her emails regarding the state of the path between St Peter's Church and Manor Road and the possible closure of the path through the Churchyard whilst the Church roof is being repaired. There was one problem with a stile reported. The Clerk had provided Mr Thomas with maps of the footpaths and a few copies of the 'More Walking on the Poldens' booklets. She still has several booklets in hand.

16/17/14 **THE POUND** - Work has started on repairing the floor. The old flooring has been removed along with large tree roots and other debris. Work will progress as quickly as possible to finish the job. The Clerk would write to Mr Edwards who had provided considerable help in tidying the overgrown shrubs.

16/17/15 **INSURANCE - LAPTOP AND DEFIBRILLATOR** - the Clerk had contacted the insurers about the laptop and the defibrillator. The laptop is covered. The cost of the insurance for the defibrillator cannot be split so Edington will insure it and Catcott Parish Council agreed to pay half the additional cost amounting to £8.

16/17/16 **PLAYING FIELD REPORT** - Cllr Pople reported on the long awaited installation of the new equipment and bark. There had been a few problems and it is hoped to complete the job in the near future, weather permitting. The AGM is due to be held shortly.

16/17/17 **PARISH PLOT** - the Clerk is chasing Mr Porter for a quote for this year's work. The Environmental Stewardship claim form has been completed and an acknowledgement received.

16/17/18 **POLICE AND CRIME COMMISSIONER ELECTION** - this is due to take place on 5th May.

16/17/19 **SCC, SDC, SALC, CPRE** - The Clerk had received new information on RLT funds. A copy was passed to Cllr Pople for the Playing Field. The money in Catcott's pot needs to be used by 2017.

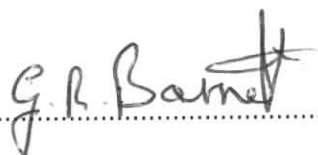
16/17/20 **ITEMS FOR INFORMATION, CIRCULATION AND DISTRIBUTION** - Fieldwork, Countryside Voice, Somerset Waste Partnership.

16/17/21 **ITEMS FOR NEXT MEETING** - The Wig Wags will be discussed again in June.

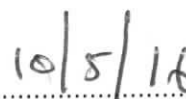
16/17/22 **URGENT CORRESPONDENCE** - none.

16/17/23 **DATE OF NEXT MEETING** - Tuesday 10th May following the Annual Parish Meeting which is due to start at 7pm.

Chairman



Date



16/17/1 **PRESENT:** Cllrs Barnett (in the Chair), Pople, Bell, Salter and Robins

16/17/2 **APOLOGIES FOR ABSENCE** - none received

16/17/3 **ALSO PRESENT:** CCllr Huxtable

16/17/4 **IN ATTENDANCE:** The Clerk to the Council.

16/17/5 **DECLARATIONS OF INTEREST AND CONSIDERATION OF ANY DISPENSATIONS REQUIRED** - Cllr Pople declared an interest in the Playing Field as she is the Council's representative.

16/17/6 **MINUTES OF PREVIOUS MEETING** - were approved and signed.

16/17/7 **COUNTY COUNCILLOR'S REPORT** - CCllr Huxtable told the meeting he would speak on the bus service problems. Somerset County Council is negotiating with bus companies to get a continued service for the Polden villages. The service is not currently subsidised by SCC and it may need to be in the future. A member of the public noted that the fares are so high that it put people off using the service. There are potential problems for students and workers. CCllr Huxtable asked the Council to trust him to get the best deal possible sorted. This was agreed.

16/17/8 **DISTRICT COUNCILLOR'S REPORT** - none available

16/17/9 **HIGHWAYS** -

- a. Any updates on previous problems
 - i. Signage to Burtle - no update
 - ii. Little Leaze Lane - condition of the road is bad but passable. Clerk instructed not to chase at present.
 - iii. Wig Wag Lights - CCllr Huxtable offered to get these on a small improvements scheme programme basis. It was agreed not to proceed with a part payment to have this fast tracked at present. The School will be consulted on this. Cllr Barnett proposed that the Council go on the waiting list for Wig Wags. Seconded by Cllr Salter and carried. It was noted that it is not feasible to have a 20mph limit.
 - iv. Parking outside Wellfield House on King William Road - The Clerk was instructed to press again for double yellow lines in order to keep the way clear for buses.
 - v. Protection of grass area around the War Memorial - following discussion it was agreed that it would be worth putting kerb stones around the site. CCllr Huxtable will put the plan to Highways and find out the costs for us. Cllr Robins proposed that a plan for kerbs be sent to CCllr Huxtable. Seconded by Cllr Salter and carried. Cllr Bell agreed to draw up the plan.
- b. Problems arising - There are holes along Lippetts Way at the sides which are now considered really dangerous. Clerk to write again about these. The stones at the top of Weares Lane are breaking up. There is a nasty pothole in King William Road near Wellfield. The pot hole reporting equipment is currently with Mr Mackay who would pass it back to the Clerk. The Clerk to make arrangements with Highways for someone else to have training.

16/17/10 **ADDITIONAL GRAVEYARD PROVISION** - no update.

6/17/11 **PLANNING** -

- a. 14/15/00014 - retention of change of use and conversion of garage and erection of yurt to be used as two units of guest accommodation at 16 Lippetts Way - a response had been required prior to the meeting and the Clerk had responded following consultation with councillors. This application is still objected to.
- b. 14/16/00001 - 40 Manor Road - erection of single storey extension to the North and West elevations (alternative scheme) - granted
- c. 14/16/00002 - non material minor amendment re dormer roof at 14A Steel Lane - granted
- d. 14/16/00004 - extension to East elevation at Woodstock, 3 Weares Lane - granted
- e. 14/16/00005 - Change of use and conversion of outbuilding to dwelling and formation of access, turning area and parking at Littlewoods Farm, 2 Scotts Lane - no update
- f. 14/15/00019 - Bowden Cottage, 4 The Nydon/Little Leaze Lane - retention of porch - Objected to on the grounds of visibility.
- g. 14/16/00006 - Certificate of lawfulness at The Crown - parking of motor vehicles, touring caravans and motorhomes visiting the area, also staff accommodation and ancillary leisure use - the Clerk had consulted all councillors and there were some aspects of the application which were not valid. The Clerk had responded accordingly.
- h. Any other planning matters - The Clerk had obtained details of Highways Standing Advice regarding planning applications.

Chairman G.R. Barnett

Date 10/5/16

- f. 14/16/00005 - Change of use and conversion of outbuilding to dwelling and formation of access, turning area and parking at Littlewoods Farm, 2 Scotts Lane - It was agreed to support this application as it appears to meet planning requirements.
- g. 14/15/00008 - Appeal re rural workers dwelling, Little Leaze Lane - withdrawn
- h. Future for the VDS - The Clerk has now heard from Nick Tait and read the response to the meeting.
- i. Any other planning matters -
- i. Certificate of Lawfulness at The Crown for existing use of land for the parking of motor vehicles, touring caravans and motorhomes visiting the area, also staff accommodation and ancillary leisure use - This had just been received by the Clerk.
 - ii. 2 King William Road - between meetings a villager had raised some concerns about changes to a window. SDC had been informed but it was now understood that it is to be a frosted glass landing window which does not cause concern.
 - iii. Notification letters - The Clerk had written to SDC about this. The Chairman reported that he had received a notification letter himself and there was a paragraph in it which fitted the requirement.

15/16/222 **FINANCE**

- a. Accounts check - A check was impossible as the Clerk had inadvertently sent the wrong statements to the councillors and unfortunately nobody had brought this to her attention. The Chairman mentioned the error and said it simply wasn't good enough, the Clerk apologised and it was agreed to look at this after the public had left.
- b. Cheques for signature - were approved as follows:- Chq.2.350&351 (Clerk's pay and expenses) £306.45; Chq.352 Information Commissioner (Data Protection) £35.00; Chq.353 HCI Data (2 years' website provision); Chq.354 SALC (Chairmanship training) £25.00.
- c. RPA remittance - £362.15 had been transferred to the Council's account in respect of the Parish Plot.
- d. Commemorative medals - HM Queen Elizabeth II 90th birthday - Consideration was given to the opportunity to purchase a number of these. It was agreed not to proceed with this.
- e. Any other financial matters for information - none

15/16/223 **RIGHTS OF WAY, FOOTPATHS -**

- a. Path between St Peter's Church and Manor Road - it was agreed that the Clerk should ask SCC to get this cleared of the encroaching grass next time they are working in the area.
- b. Path through the Churchyard - Following a request from the Churchwarden the Clerk had contacted SCC to find out what, if anything, needs to be done with regard to closing the path when the Church roof is being repaired.
- c. More Walking on the Poldens - the Clerk advised that she had a box of these to dispose of. It was agreed that they should be mentioned in the next Polden Post report. It was mentioned that the two pubs might be willing to take a few.

15/16/224 **THE POUND - SURFACE** - Cllr Robins had got a quote for the work and he proposed the Council accept it. This was seconded by Cllr Bell and agreed. Cllr Barnett thanked Cllrs Robins and Bell for the work they had put in to date. It was agreed that the suppliers would be paid directly by the Council in order to reclaim the VAT. A new bench would also be required so quotes would need to be sought.

15/16/225 **PLAYING FIELD** - Cllr Pople reported that it is hoped to have a working party on site on Sunday weather permitting.

15/16/226 **PARISH PLOT - Quotes for this year's work** - The Clerk asked the Council who they would like to get quotes from for the annual routine work. The Clerk was instructed to get a quote from Porter Plant.

15/16/227 **SCC; SDC; SALC; CPRE** - Cllr Barnett had attended the last Cluster meeting and reported that the meeting had voted against the Cricket Field getting the grant applied for. The Chairman of the Cluster had used a casting vote. It was noted that SDC could still grant the application.

15/16/228 **ITEMS FOR INFORMATION, CIRCULATION, DISTRIBUTION** - Police newsletter; C&CD

15/16/229 **ITEMS FOR NEXT MEETING** - War Memorial; Cleanup report regarding litter problem on The Nydon.

15/16/230 **URGENT CORRESPONDENCE** - none

15/16/231 **DATE OF NEXT MEETING** - Tuesday 12th April 2016

The meeting ended at 8.45pm

Chairman G.F. Barnett

Date 19/4/16

- 15/16/211 **PRESENT:** Cllrs Barnett (in the Chair), Pople, Bell and Robins
- 15/16/212 **APOLOGIES FOR ABSENCE** - received from CCllr Huxtable who was away on business
- 15/16/213 **ALSO PRESENT:** 6 members of the public and DCllr Kingham
- 15/16/214 **IN ATTENDANCE:** The Clerk to the Council.
- 15/16/215 **DECLARATIONS OF INTEREST AND CONSIDERATION OF ANY DISPENSATIONS REQUIRED** - Cllr Pople declared an interest in the Playing Field as she is the Council's representative.
- 15/16/216 **MINUTES OF PREVIOUS MEETING** - were approved and signed. Following the signing the Chairman told the meeting that he had not received any of the copies of correspondence as agreed at the last meeting. Cllr Robins proposed that this be discussed after the meeting when the public had left. This was agreed.
- 15/16/217 **COUNTY COUNCILLOR'S REPORT** - none available
- 15/16/218 **DISTRICT COUNCILLOR'S REPORT** - DCllr Kingham said that SDC had approved a budget with a 3.6% increase in the district council's share of the household Council Tax. It was noted that car park charges had gone up by 10% and that this particularly affected those living in rural areas. Sedgemoor is considering shared services with South Somerset as a cost cutting measure.
- 15/16/219 **HIGHWAYS -**
- a. Any updates on previous problems
 - i. Signage to Burtle - Highways have now agreed to put a sign in place at the crossroads. This will incorporate a "Give Way" sign at the top of King William Road and a "Burtle" sign will be erected on the back of it.
 - ii. Little Leaze Lane - no update
 - iii. Request for speed monitoring Manor Road & King William Road - Following on from this the Council had again asked for a 20mph speed limit at the bottom of King William Road (including the pinch point) and in Manor Road incorporating the School and its approaches. Highways no longer introduce permanent 20 zones in such circumstances but would be willing to install wig-wag lights with a safety message of "10 when lights show". These ensure motorists are made aware of the upcoming hazard at the most prevalent times, such as drop off and pick up. Total cost, including installation is around £4000. There are two ways forward. The Parish Council could make a minimum 50% contribution towards the costs or they could be funded through the Local Transport Plan as a Small Improvement Scheme (SiS) which would have to be promoted by CCllr Huxtable. The Clerk will contact CCllr Huxtable to ask if this could be considered.
 - iv. Parking at Wellfield - the Clerk had received a telephone response from Highways regarding this. It was suggested that hatching would be a possible alternative to double yellow lines. Council considered this but felt that it would be more intrusive and possibly less enforceable. Clerk to respond accordingly asking for double yellow lines.
 - v. Protection of the grass around the war memorial - to be discussed again at the next meeting.
 - b. Problems arising and any other highway matters -
 - i. Road edges - The Clerk had contacted Highways about this and they had agreed to fill the voids with road planings before the end of March. Some have already been attended to.
 - ii. Dead badger - The Clerk had reported a dead badger on The Nydon to Clean Surrounds who had promptly removed it.
- 15/16/220 **ADDITIONAL GRAVEYARD PROVISION** - Cllr Barnett reported that he had no update as yet.
- 15/16/221 **PLANNING**
- a. 14/15/00014 - retention of change of use and conversion of garage and erection of yurt to be used as two units of guest accommodation at 16 Lippetts Way - no update as at 08/03/16.
 - b. 14/16/00001 - 40 Manor Road - erection of single storey extension to the North and West elevations (alternative scheme) - It was agreed to support this application as it appears to meet planning requirements.
 - c. 14/16/00002 - non material minor amendment re dormer roof at 14A Steel Lane - granted. It was noted that parish councils are not consulted about minor amendments.
 - d. 14/16/00003 - prior approval for extension to East elevation at Woodstock, 3 Weares Lane - withdrawn
 - e. 14/16/00004 - Erection of extension to East elevation at Woodstock, 3 Weares Lane - It was agreed to support this application as it appears to meet planning requirements.

Chairman

G.R. Barnett

Date

12/4/16

telephone either the Chairman or Vice Chairman if she had asked for a response via email and not received sufficient replies about serious matters. The Clerk suggested that site meetings could be held.

- d. 14/16/00001 - 40 Manor Road - erection of single storey extension to the North and West elevations (alternative scheme) - The plans had not yet been received. The Clerk had printed out a set from the internet but it was agreed to await the full size plans. The Clerk had found that there is also an amendment to this application under the number 14/16/00002 which she had also printed out.
- e. Bowden Cottage, 4 The Nydon/Little Leaze Lane - restricted visibility - no update
- f. Future for the VDS - The Clerk has again written to Nick Tait asking for a response to our complaints about the VDS being ignored. She will continue to pursue this.
- g. Any other planning matters - there is another application listed on the SDC website but there are currently no plans available there for 14/16/00003 an extension at 3 Weares Lane.

15/16/201 **FINANCE**

- a. Accounts check - The Clerk had forwarded the accounts and statements to councillors on Monday (the statements having arrived on Saturday). The accounts were agreed.
- b. Cheques for signature - were approved as follows:- Chq.347 PC World (balance on exchange of an item which had proved incompatible with the laptop) £5.00; Chqs.348&349 Clerk's pay and expenses £308.97.
- c. Any other financial matters for information - Nat West had written to the Clerk stating that unless otherwise informed all statements would in future be issued on 5th of each month. The Clerk had requested that the provision remains as it is at present which is the end of each month as they all too frequently arrive too late for an accounts check as it is.

15/16/202 **RIGHTS OF WAY, FOOTPATHS -**

- a. Any problems arising - It was reported that the concrete path between the Church and Manor Road is breaking up. This is to be put on the next agenda.
- b. Appointment of footpath liaison officer - Following some discussion as to the Council's requirements for the post which it was agreed should be minimal David Thomas agreed to undertake the role. Giles Edwards would contact County to arrange for the transfer of the responsibility.

15/16/203 **THE POUND - SURFACE** - Following discussion it was agreed that Cllr Robins would get a new quote for a less expensive alternative to those so far received. There was also discussion regarding the state of the bench. It was agreed that something should be done about this and various alternatives were discussed. Cllr Bell offered to renew the wooden struts with timber he already has.

15/16/204 **PLAYING FIELD** - Cllr Pople reported that the new equipment had still not been installed as the ground remained perpetually too wet. The work would be undertaken at the earliest opportunity.

15/16/205 **PARISH PLOT** - nothing to report.

15/16/206 **SCC; SDC; SALC; CPRE** - Reminder of the Cluster meeting to be held on Tuesday 16th February at Woolavington (RLT grant application from Shapwick and Polden Cricket Club to be reconsidered). The Clerk had received further information regarding the application and DCllr Kingham spoke on the matter. However, it was agreed to continue to object. Cllr Barnett would attend the meeting to vote.

15/16/207 **ITEMS FOR INFORMATION, CIRCULATION, DISTRIBUTION** - the Chairman asked the Clerk to provide a copy of her Contract of Employment and to contact ACAS for a booklet on employment law. The Chairman reported that the funeral of Eileen Chilcott, who had served on the Parish Council for many years had taken place earlier in the day. He had attended on behalf of the Council.

15/16/208 **ITEMS FOR NEXT MEETING** - none.

15/16/209 **URGENT CORRESPONDENCE** - none

15/16/210 **DATE OF NEXT MEETING** - Tuesday 8th March 2016

The meeting ended at 8.50pm

Chairman

J.R. Barnett

Date

8/3/16

- 15/16/190 **PRESENT:** Cllrs Barnett (in the Chair), Salter, Pople, Bell and Robins
- 15/16/191 **APOLOGIES FOR ABSENCE** - none received
- 15/16/192 **ALSO PRESENT:** 9 members of the public, DCllr Kingham and CCllr Huxtable
- 15/16/193 **IN ATTENDANCE:** The Clerk to the Council.
- 15/16/194 **DECLARATIONS OF INTEREST AND CONSIDERATION OF ANY DISPENSATIONS REQUIRED**
- Cllr Pople declared an interest in the Playing Field as she is the Council's representative.
- 15/16/195 **MINUTES OF PREVIOUS MEETING** - were amended and signed
- 15/16/196 **COUNTY COUNCILLOR'S REPORT** - CCllr Huxtable reported that he had little to say other than to reiterate the warning he issued at the previous meeting that there was going to be a 5% rise in Council Tax. It was noted that whilst the tax had remained static for several years there had been a noticeable decrease in services provided.
- 15/16/197 **DISTRICT COUNCILLOR'S REPORT** - DCllr Kingham apologised for missing the last meeting. He also reported on the financial situation as the Government grant to Sedgemoor is decreasing. However, the New Homes Bonus has helped and there is likely to be a 3.6% increase in Council Tax although it is anticipated that this will enable services to remain the same.
- 15/16/198 **HIGHWAYS** -
- a. Any updates on previous problems
 - i. Signage to Burtle - the problem was explained for those who were unaware of it. Following discussion the Clerk was asked to write to CCllr Huxtable.
 - ii. Old School Lane Ditch - it was agreed that this item can now be removed from the agenda.
 - iii. Little Leaze Lane - following the submission of photographs there had been a very quick response.
 - iv. Request for speed monitoring Manor Road & King William Road - The data from the speed monitoring showed that there was not a problem as far as 30mph goes. However, it is still felt that there is good reason to continue seeking to get a 20mph limit in the area nearest the school and the pinch point in King William Road. It was agreed not to request a 20mph limit in the whole village as the meeting was assured that this would not be supported by SCC. It was agreed to await further news of the current assessment.
 - v. Parking at Wellfield - the Clerk had received a response from the manager of Wellfield House which was read to the meeting. Following discussion it was agreed to request double yellow lines from the Wellfield House corner up to the bus shelter. Clerk to contact CCllr Huxtable.
 - vi. Protection of the grass around the war memorial - Various ideas were discussed but no conclusions reached. Kerbing will be considered. It was agreed to discuss this matter again in two meetings' time.
 - b. Problems arising and any other highway matters - there were complaints about the severe difficulty in walking along the road in parts of the village where the road edges are breaking away to a severe extent.
- 15/16/199 **ADDITIONAL GRAVEYARD PROVISION** - Cllr Barnett reported that he had no update as yet.
- 15/16/200 **PLANNING**
- a. 14/15/00014 - retention of change of use and conversion of garage and erection of yurt to be used as two units of guest accommodation at 16 Lippetts Way - the Clerk had been contacted by Ian Lloyd who had just taken over this application. He had found evidence that the Parish Council had made comments on the application but could not find them on their records. The Clerk had re-sent the original comments to him.
 - b. 14/15/00017 - change of use, conversion and extension of bungalow to form two dwellings, erection of garage and access on to Lippetts way for each dwelling; erection of bungalow, partly of site of garage (to be demolished) erection of garage and widening of existing access at 1 Lippetts Way - granted.
 - c. 14/15/00018 - 14A Steel Lane - Erection of a single garage on site of existing outbuilding (to be demolished), erection of a single storey extension to North elevation on site of existing conservatory (to be demolished), conversion of roof space to living accommodation, installation of two roof lights and two dormer windows - granted. There was some discussion regarding the unfortunate circumstances which had occurred regarding the Council's response. Cllr Salter proposed that the Clerk write to Development Management asking them to include advice on the letter sent to neighbours to contact the Parish Council as well as the District Council with their views and to attend the appropriate Parish Council meeting if possible. This was seconded by Cllr Bell and carried. The Chairman asked that the Clerk should copy the Chairman and Vice-Chairman in on all correspondence she sent on behalf of the Council. Following discussion it was agreed that the Clerk should

Chairman

G.R. Barnett

Date

8/3/16

dormer windows at 14A Steel Lane - This application had not shown up on SDC's site when she checked it for any applications for inclusion on the agenda. The Clerk asked for the feelings of the councillors present and said she would respond accordingly on behalf of the Council. It was agreed that although the application was generally supported there were concerns regarding the privacy of those below the proposed development. It was felt that it would be useless referring to the VDS as that had been ignored by SDC last time.

15/16/179 **FINANCE**

- a. New laptop - arrangements to purchase and new email account - The Clerk reported that the grant of £249.97 had been received. It was agreed that she should purchase a laptop on behalf of the Council. A cheque would be made out to cover the cost. It was noted that some accessories/software would be required.
- b. Accounts check - the Clerk provided printouts of the accounts and copies of the bank statements. These were approved.
- c. Cheques for signature - were approved as follows: chq.342&343 Clerk's pay and expenses £311.47; chq.344 CR & SL Pople (winter gritting scheme standby) £120.00; chq.345 J A Marshall £249.97 (to purchase laptop from PC World)
- d. Bank signatories and new mandate forms - Nat West - this had now been sorted.
- e. Appointment of auditor - it was agreed to go with the recommended auditor and not to opt out of the scheme.
- f. Reconsideration of RLT grant to Shapwick and Poldens Cricket Club - The Clerk had copied various correspondence to councillors regarding this matter which is again going to be put to the Cluster meeting. It was unanimously agreed that the Council would still vote against the grant being given as it was felt that the Club had already had £60,000 recently and there were other villages in the Cluster who are hoping to apply for a grant in the near future. With only about £42,000 in the pot it was felt that awarding a further £40,000 to the Cricket Club would be demonstratively unfair to others. This will be voted on at the next Cluster meeting on 16th February. The Chairman and Clerk would endeavour to attend.
- g. Any other financial matters for information - a wayleave payment of £7.61 has been received.

15/16/180 **RIGHTS OF WAY, FOOTPATHS - ANY PROBLEMS ARISING - none**

15/16/181 **TO CONSIDER THE SUGGESTION OF LAYING A WREATH ANNUALLY ON REMEMBRANCE DAY** - following discussion it was unanimously agreed that a wreath be purchased annually from the British Legion and laid at the War Memorial on Remembrance Day.

15/16/182 **THE POUND - SURFACE** - Not much progress to report. A further quote is expected. Quotes for a patching job would also be sought, especially bearing in mind that there is likely to be a cost in sorting out the grass area round the War Memorial. To be considered again at the next meeting.

15/16/183 **PLAYING FIELD** - Cllr Pople reported that the new equipment is still not installed because of the adverse weather conditions. As soon as the weather and ground conditions improve sufficiently the work will be carried out. The Clerk reported that a thank you letter had been received from the Playing Field for the donation of the hedge trimmer.

15/16/184 **PARISH PLOT** - nothing to report

15/16/185 **SCC; SDC; SALC; CPRE** - Clean for the Queen - the Clerk brought this to the attention of the meeting which was told that the CVA have already organised things for this event.

15/16/186 **ITEMS FOR INFORMATION, CIRCULATION, DISTRIBUTION - C&CD**

15/16/187 **ITEMS FOR NEXT MEETING** - none

15/16/188 **URGENT CORRESPONDENCE** - none

15/16/189 **DATE OF NEXT MEETING** - Tuesday 9th February 2016

The meeting closed at 9pm

Chairman

G.R. Bennett

Date

9/9/16

- 15/16/169 **PRESENT:** Cllrs Barnett (in the Chair), Salter, Pople, Bell and Robins
- 15/16/170 **APOLOGIES FOR ABSENCE** - none received
- 15/16/171 **ALSO PRESENT:** 6 members of the public and CCllr Huxtable
- 15/16/172 **IN ATTENDANCE:** The Clerk to the Council.
- 15/16/173 **DECLARATIONS OF INTEREST AND CONSIDERATION OF ANY DISPENSATIONS REQUIRED** - Cllr Pople declared an interest in the Playing Field as she is the Council's representative.
- 15/16/174 **MINUTES OF PREVIOUS MEETING** - were confirmed and signed
- 15/16/175 **COUNTY COUNCILLOR'S REPORT** - CCllr Huxtable reported that there is an impending council tax rise. There will be an additional 2% for Adult Social Care, 1.4% Somerset Flood Board and other rises which are likely to exceed a 5% rise in total. This will relate to approximately an additional £60 on a band D property. Highways are short of 15 engineers which is slowing all the work up. In answer to a query he said it costs the County £17,000 each time the gritters are sent out.
- 15/16/176 **HIGHWAYS** -
- a. Any updates on previous problems
 - i. Signage to Burtle - no update
 - ii. Old School Lane Ditch - the side on the right going up has been cleared. There is a blockage just below the first culvert which a member of the public has reported to Liam Gill who has agreed to get it cleared. Clerk also to refer the matter to Liam Gill to ensure it gets done.
 - iii. Little Leaze Lane - the accident spot has been mended. There are still areas needing attention. Cllr Salter was asked to take photos for submission and to contact Mr Mackay for the GPS device.
 - iv. Request for speed monitoring Manor Road & King William Road - the Clerk had requested an update which has not yet been received.
 - v. Protection of the grass around the war memorial - various alternatives were considered. Councillors will take a good look at the area to see what ideas seem best.
 - b. Problems arising and any other highway matters -
 - i. Parking at Wellfield - various ways of combatting the continuing problem were discussed. It was agreed to try putting cones out. The Clerk was instructed to contact the Manager of Wellfield to ask if a 'No Parking' sign could be put above the existing sign. The Clerk advised Council that the Manager had no authority to instruct people not to park on the road there but it was felt that if this helped to prevent the problem it would be a good idea. The Clerk assured the meeting that the Manager of Wellfield was concerned about the problem and that staff did do what they could when they were available.
 - ii. Tree in Manor Road - Steve Scriven, the County Arboriculturist has given instructions for the conifer tree in Manor Road which had caused some concern a while ago to be removed.
- 15/16/177 **ADDITIONAL GRAVEYARD PROVISION** - Cllr Barnett reported that he had no update as yet.
- 15/16/178 **PLANNING**
- a. 14/15/00014 - retention of change of use and conversion of garage and erection of yurt to be used as two units of guest accommodation at 16 Lippetts Way - no update at 05/01/16
 - b. 14/15/00016 - loft conversion and dormer windows at Old School House - granted
 - c. 14/15/00017 - change of use, conversion and extension of bungalow to form two dwellings, erection of garage and access on to Lippetts way for each dwelling; erection of bungalow, partly of site of garage (to be demolished) erection of garage and widening of existing access at 1 Lippetts Way - following discussion it was agreed to object to this application. It was considered that it would result in too high a density on the site. There were some concerns over additional properties having access on Lippetts Way. There were concerns over drainage and how those at a lower level in the vicinity might be affected. It was noted that a reduced scheme with less impact would be much preferred.
 - d. Bowden Cottage, 4 The Nydon/Little Leaze Lane - restricted visibility - no update
 - e. Future for the VDS - Clerk had written to Nick Tait complaining about the disregard of the VDS by the planning department. She had also chased this matter up but had not yet had a response.
 - f. Any other planning matters - *The Clerk apologised profusely for the omission of a planning application from the agenda. She would respond following the meeting to application 14/15/00018 - erect garage on site of outbuilding, erect single storey extension to N on site of conservatory, convert roof space to living accommodation, install two roof lights and two*

Chairman *G.R. Barnett*Date *9/3/16*

- b. 14/15/00014 - retention of change of use and conversion of garage and erection of yurt to be used as two units of guest accommodation at 16 Lippetts Way - no update as at 08/12/15.
- c. 14/15/00015 - vary condition 2 of planning permission 14/14/00013 to replace approved first floor plan and elevations at land at 14 Hector Road - went to committee 08/12/15 and was granted. The Council was disgusted with this result and the Clerk was instructed to write to the planning department asking if there was any point in updating the VDS because as far as Catcott Parish Council was concerned this application definitely contravened it.
- d. 14/15/00016 - loft conversion and dormer windows at Old School House - It was agreed that this would be sympathetic and maintain the old appearance at the front. Council supported this application.
- e. Bowden Cottage, 4 The Nydon/Little Leaze Lane - restricted visibility - the householder has been advised by SDC that this does require planning permission which should now be applied for retrospectively. It was understood by the Council that there may be a delay in this due to ill health.
- f. Any other planning matters - it had been noted that there was some development taking place at 1 Lippetts Way which appeared not to have planning permission. Clerk was instructed to contact SDC Enforcement regarding this.

15/16/156 **FINANCE**

- a. Set precept for 2016-2017 - The Clerk had provided up to date accounts for the councillors together with a forecast to the end of the financial year and a forecast of the 2016-17 year. Following discussion Cllr Salter proposed a precept of £7500. This was seconded by Cllr Robins and carried.
- b. Accounts check - the accounts to date were approved.
- c. Cheques for signature - Chq.337 Edington Parish Council (half share of cost of installation of defibrillator) £25.00; Chq.338 SLCC (half share of subscription) £59.00; Chqs 339&340 (Clerk's pay and expenses) £313.19; Chq.341 SDC (grounds maintenance) £93.54.
- d. Bank signatories and new mandate forms - Cllr Bell would take his form to the bank tomorrow.
- e. Future audit arrangements - to be discussed at the next meeting.
- f. Any other financial matters for information - none.

15/16/157 **RIGHTS OF WAY, FOOTPATHS** - No problems reported. There had been only one person who had expressed an interest in taking on the role of Footpath Liaison Officer. The Clerk had printed out a booklet about the role. If that person was interested then an informal meeting to discuss the task could be arranged.

15/16/158 **THE POUND - SURFACE** - Cllr Salter had found one other person willing to submit a quote which he expected to receive shortly. He had also worked on costing the project which with the preferred surface would cost considerably more than anticipated. Further quotes awaited and alternatives to be considered.

15/16/159 **PLAYING FIELD - REPORT AND CONSIDERATION OF DONATING THE HEDGE TRIMMER TO THE PLAYING FIELD** - Cllr Pople reported on the current situation with regard to the playing field. It was hoped to get the additional surfacing down soon. In the meantime the other equipment in the area is in use. Somerset Playing Fields had confirmed that the steps taken to safeguard the situation were adequate.

15/16/160 **PRESENT** - Cllr Pople left the room.

15/16/161 **PLAYING FIELD CONTINUED** - Following a brief discussion it was agreed to donate the hedge trimmer to the Playing Field provided the Council had unrestricted use of it if required.

15/16/162 **PRESENT** - Cllr Pople returned to the room and rejoined the meeting.

15/16/163 **PARISH PLOT** - nothing to report.

15/16/164 **SCC; SDC; SALC; CPRE** - Somerset Voice; Countryside Voice; Fieldwork were put for circulation. There is SALC training on the Transparency Code coming up and it was agreed that the Clerk should attend.

15/16/165 **ITEMS FOR INFORMATION, CIRCULATION, DISTRIBUTION - C&CD**

15/16/166 **ITEMS FOR NEXT MEETING** - To consider laying a wreath annually on Remembrance Day on behalf of the village; the appointment of an auditor under the new audit regime; the future of the VDS.

15/16/167 **URGENT CORRESPONDENCE** - none.

15/16/168 **DATE OF NEXT MEETING** - Tuesday 12th January 2016

The meeting ended at 9.10 and was followed by festive refreshments.

Chairman G.R. Bennett

Date 12/1/16

- 15/16/145 **PRESENT:** Cllrs Barnett (in the Chair), Salter, Pople, Bell and Robins
- 15/16/146 **APOLOGIES FOR ABSENCE** - were received and accepted from CCllr Huxtable
- 15/16/147 **ALSO PRESENT:** 8 members of the public and DCllr Kingham
- 15/16/148 **IN ATTENDANCE:** The Clerk to the Council.
- 15/16/149 **DECLARATIONS OF INTEREST AND CONSIDERATION OF ANY DISPENSATIONS REQUIRED** - Cllr Pople declared an interest in the Playing Field as she is the Council's representative. Cllrs Barnett, Bell, Pople and Robins all declared a pecuniary interest in the Local Plan Review and were granted dispensations by the Clerk in order not to disenfranchise the parish.
- 15/16/150 **MINUTES OF PREVIOUS MEETING** - were confirmed and signed
- 15/16/151 **MATTERS ARISING FROM PREVIOUS MEETINGS AND NOT LISTED** - the Clerk reminded everyone that the bus consultations would end on 11th January.
- 15/16/152 **DISTRICT COUNCILLOR'S REPORT** - DCllr Kingham reported on the SDC Annual Performance Report which covered many topics.

Public Participation

15/16/153 **HIGHWAYS** -

a. Any updates on previous problems

- i. Signage to Burtle - The Clerk read a response from Mr Newby. This matter is dependent on sufficient finance being available.
- ii. Old School Lane Ditch - the Clerk updated the council. She was instructed to press extremely hard for action to be taken at once as this had gone on long enough. The ditch erosion has also become a serious problem.
- iii. Little Leaze Lane - The pot holes are now extremely bad and there was a nasty accident involving a pedestrian. Clerk will report this and press again for action to be taken before there is a more serious accident. There was also concern about ditch erosion at the sides.
- iv. Request for speed monitoring Manor Road & King William Road - the Clerk updated the meeting. She read a response to the request for a 20mph limit. She was instructed to respond that children's welfare and safety must come first, there is believed to be a certain amount of speeding, there is quite a bit of road without any pavement or anywhere to move to, there is a blind corner and there are always parked cars impeding visibility. For these reasons it is definitely felt that a 30mph speed limit is too fast and that the children would be far safer if it was 20. Three temporary speed indicator devices have been put in place, two in Manor Road and one in King William Road.
- v. Protection of the grass around the war memorial - Clerk to contact CCllr Huxtable again to see if there is any further update.
- vi. Grass bank Lippetts Way opposite Old School Lane - Large lorries are causing severe erosion of the verges at the edges of the road. These lorries are directed down Scotts Lane and have to get to Suprema.

b. Problems arising and any other highway matters -

- i. Potholes outside Langlands Barn - Clerk to report these large potholes to highways.
- ii. Concrete at road edge opposite the end of Little Leaze Lane - Clerk reported on damage to a car caused by a long ridge of concrete which looks like mud at present. Highways have marked this for attention.
- iii. Parking at Wellfield - Lorry drivers have been complaining of inconsiderate parking at Wellfield. The road is sometimes blocked to the extent that lorries and buses cannot get through and there is concern about emergency vehicle access if required. Clerk to write to the Manager at Wellfield regarding the Council's concerns.

15/16/154 **ADDITIONAL GRAVEYARD PROVISION** - postponed until the next meeting.

15/16/155 **PLANNING**

- a. **CHANGES TO CORE STRATEGY/LOCAL PLAN REVIEW** - There was discussion as to whether to consider the changes as a whole or the different sections individually. It was agreed that this should be considered overall. There was considerable discussion and all felt that there was a lack of logic to the new outline proposed by SDC. This led to neighbours being excluded when between two inclusions and the line needs to be squared off in certain areas to prevent weird development on a haphazard basis. It was noted that the Manor Road sewage pipe cannot possibly cope with any more development than at present. The line should stay to the North side of Lippetts Way. An outline was drawn around the map and the Clerk would submit this to SDC in response to the consultation. It was felt that the presentation at the Hall had been very poor.

Chairman *G.R. Barnett*

Date *12/11/16*

Request for a Dispensation

Request to the Clerk by the members listed below ("your" and "you" means the members making the request for a dispensation):-

1. Please summarise the matter to which your interest relates

The review of development boundaries

2. What is the nature of your interest?

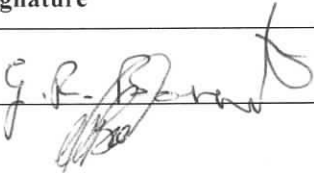



I have a disclosable pecuniary interest in property which would be affected

3. For which meeting(s) or period are you seeking a dispensation?

All meetings at which the review of development boundaries is to be discussed

4. Please set out in detail the reason(s) why you consider you should be granted a dispensation.

Unless dispensation is granted the village will be disenfranchised because the Council would be unable to submit a response to the matter in hand

	Name of Member	Signature	Date
1	Geoffrey Barnett		08/12/15
2	Geoffrey Bell		08/12/15
3	Lorna Pople		08/12/15
4	Brian Robins		08/12/15
5			

Dispensation granted by the Clerk to the above mentioned members to allow them to freely and fully participate and vote in relation to all those parts of the proposal, other than those in which the individual member has a disclosable pecuniary interest, to be considered by Catcott Parish Council at its meeting on 8th December 2015

Signed:  Proper Officer

Date: 08/12/15

- d. 14/15/00015 - vary condition 2 of planning permission 14/14/00013 to replace approved first floor plan and elevations at land at 14 Hector Road - following discussion it was agreed to object to this application which contravenes three of the planning guidelines in the VDS.
- e. Changes to Core Strategy/Local Plan Review - event in the Village Hall, Edington on Tuesday 1st December, 2-8pm. The Clerk has just received a hard copy of this document. A link to the digital version will be put on the website and it can also be found on Sedgemoor's website. www.sedgemoor.gov.uk/ldf
- f. Bowden Cottage, 4 The Nydon/Little Leaze Lane - restricted visibility - the Clerk has received notification from SDC Enforcement that they will look at this problem.
- g. Any other planning matters - The Clerk said she would get links to both the Core Strategy consultation (deadline 18th December) and the planning Enforcement and Validation consultations put on the website. Deadline 23rd November.

15/16/135 **FINANCE**

- a. Accounts check - Bank statements having just arrived the Clerk was able to provide councillors with up to date accounts which were approved.
- b. Cheques for signature - Chqs.334 & 335 Clerk's pay and expenses £350.93; Chq.336 Porter Plant Hire (flailing Parish Plot) £336.00.
- c. Bank signatories and new mandate forms - Nat West - Cllr Salter has taken in all the paperwork he held. The only paperwork remaining is Cllr Bell's and he would take his in very shortly.
- d. RLT3 fund application - Clerk reported that the application by Shapwick and Poldens Cricket Club had not been considered favourably by many councils at the last Cluster meeting. It would now be up to the SDC grants panel to decide whether to grant the money or not.
- e. New pension regulations - the Council needs to appoint a provider. It was agreed to appoint NEST.
- f. Any other financial matters for information - none

15/16/136 **RIGHTS OF WAY, FOOTPATHS** - No problems had arisen. Mr Giles Edwards said he would like to retire from the post of village footpaths representative. Mr David Thomas expressed an interest in taking the role on. The Clerk would put him in touch with Mr Edwards. The Clerk was instructed to advertise the vacancy in case there were any other people interested.

15/16/137 **THE POUND - SURFACE** - it was still proving difficult to get further quotes. A few further ideas were put forward at the meeting and would be followed up.

15/16/138 **PLAYING FIELD** - Cllr Pople reported that there will be a Christmas Gift Fair on 21st November at the Crown Inn. There will be a Christmas Quiz on 16th December also at the Crown Inn. The first stage of the new equipment is now installed. Fund raising continues as more bark and matting are required (the goal posts forever moving)

15/16/139 **PARISH PLOT** - The sum of £362.14 had been received into the bank from the RPA although no official notification of this had so far been received from the RPA.

15/16/140 **SCC; SDC; SALC; CPRE** - The Clerk had received the daffodil bulbs from Sedgemoor and delivered them to the usual place. A consultation from SCC had been received concerning the possible cutting back in provision of subsidised local bus services and discretionary concessionary fares. A link would be put on the website and the consultation can be found on SCC website at www.somerset.gov.uk/concessionaryfareconsultation and www.somerset.gov.uk/bussubsidysurvey

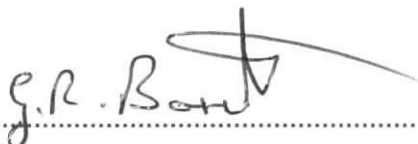
15/16/141 **ITEMS FOR INFORMATION, CIRCULATION, DISTRIBUTION** - Church newsletter; information from the defibrillator demonstration

15/16/142 **ITEMS FOR NEXT MEETING** - Commemoration on future armistice anniversaries; donation of hedge trimmer to the playing field

15/16/143 **URGENT CORRESPONDENCE** - none

15/16/144 **DATE OF NEXT MEETING** - Tuesday 8th December (festive refreshments)

The meeting ended at 8.55pm

Chairman 

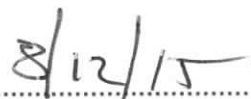
Date 

- 15/16/122 **PRESENT:** Cllrs Salter (in the Chair), Pople, Bell and Robins
- 15/16/123 **APOLOGIES FOR ABSENCE** - were received and accepted from Cllr Barnett
- 15/16/124 **ALSO PRESENT:** 10 members of the public, CCllr Huxtable and DCllr Kingham
- 15/16/125 **IN ATTENDANCE:** The Clerk to the Council.
- 15/16/126 **DECLARATIONS OF INTEREST AND CONSIDERATION OF ANY DISPENSATIONS REQUIRED** - Cllr Pople declared an interest in the Playing Field as she is the Council's representative. Cllr Robins declared an interest in Planning in Hector Road as he is a friend of the builder.
- 15/16/127 **MINUTES OF PREVIOUS MEETING** - were amended and signed.
- 15/16/128 **MATTERS ARISING FROM PREVIOUS MEETINGS AND NOT LISTED** - grass round war memorial to be considered under highways
- 15/16/129 **DISTRICT COUNCILLOR'S REPORT** - DCllr Kingham reported on two planning consultations. One is for the draft Core Strategy and the other for Enforcement. He also mentioned that daffodil bulbs are available again this year. There was a query as to whether a different species of flower bulb could be provided in the future for a change.
- 15/16/130 **COUNTY COUNCILLOR'S REPORT** - CCllr Huxtable reported that the County is working on balancing the books in increasingly difficult times with Council Tax having been frozen for 6 years in a row. The funding gap currently stands at about £10m which would equate to approximately 5% increase in Council Tax which it was felt would not be popular. He mentioned that the Health and Wellbeing Fund is again in operation and that it is possible for some funding for small safety scheme improvements on the highways.
- 15/16/131 **HIGHWAYS**
- a. Any updates on previous problems
 - i. Signage to Burtle - the Clerk has written again and is awaiting another response.
 - ii. Old School Lane Ditch - the Clerk read the latest response from Highways who would pursue the matter with the developer.
 - iii. Little Leaze Lane - Some of the pot holes are now getting very bad and in need of attention.
 - iv. Drains King William Road and Manor Road - the Clerk read the latest response from Highways which gave a bit of hope that something positive might be done in the not too distant future.
 - b. Problems arising and any other highway matters
 - i. Damage to the area around the war memorial - considerable discussion took place regarding this and the Clerk would write to CCllr Huxtable to find what it would be possible to provide in the way of a hard load bearing low wall or kerb, or whether there is any other option which might help to solve the problem.
 - ii. Grass bank along Lippetts Way opposite Old School Lane - it was reported that the condition of this is getting quite bad again.
 - iii. 20mph limit - the Clerk had requested a 20mph limit near the school and in the lower half of King William Road (including the narrow section). Members of the public wondered if a general 20mph limit, particularly in the entire length of Manor Road would be a good idea. Clerk to contact CCllr Huxtable to see if Mr Grabham would place some speed recording devices in the area to establish what the current situation actually is.
- 15/16/132 **PRESENT** - CCllr Huxtable left the meeting.
- 15/16/133 **ADDITIONAL GRAVEYARD PROVISION** - it was agreed to leave this item as Cllr Barnett was not present.
- 15/16/134 **PLANNING**
- a. 14/15/00011 - change of use and conversion of barn East of Holywell Road - granted
 - b. 14/15/00013 - erection of tree house for use as a holiday let at 4(2) Vine Orchard - withdrawn
 - c. 14/15/00014 - retention of change of use and conversion of garage and erection of yurt to be used as two units of guest accommodation at 16 Lippits Way - following discussion it was agreed to object to this application as it falls outside the village development limit. There was also considerable concern expressed about the parking on the road which sometimes takes place. This creates a traffic hazard as it is impossible for vehicles heading West to overtake parked vehicles safely because of a lack of visibility.

Chairman



Date



Management and she read it to the meeting. Following discussion it was agreed to support the further amendments.

- b. 14/15/00012 - erection of replacement stables land to East of Scotts Lane - responded to in August. Some concern about vehicles and parking on the road - granted and work has now started.
- c. 14/15/00013 - erection of tree house for use as a holiday let at 4(2) Vine Orchard - it was unanimously agreed to object to this application which is outside the development boundary and gave no details of such matters as parking provision and drainage.
- d. Training - Councillors were reminded of the planning training to take place tomorrow.
- e. Any other planning matters - none

15/16/112 FINANCE

- a. Accounts check - the Clerk had provided bank printouts and accounts with the agendas. The statements had now arrived and there was a small additional sum of 22p in interest received. The accounts were approved.
- b. Cheques for signature - Chq.331&332 Clerk's pay and expenses £321.12; Chq.333 SALC £40.00 (councillor training - Cllrs Salter and Bell)
- c. Bank signatories and new mandate forms- Nat West mandate was re-dated by the Chairman and Clerk and given to Cllrs Bell and Salter to take to the bank together with their individual forms and proofs of identity. If they take the forms to Street they need to ask for them to be sent to Bridgwater. NSB have acknowledged receipt of the change of names which now includes all current councillors and the Clerk.
- d. Parish Council support for Viridor grant application on behalf of St Peter's - a request for written support for the application had been received between meetings and the Clerk had contacted councillors for their approval which had been given and a letter had been sent.
- e. RLT3 fund application - the Clerk outlined some comments that had been made at the recent SALC AGM. Apparently, some other councils within the Poldens cluster would be wanting to make application for grants in the near future. Shapwick and Poldens Cricket Club had, in the fairly recent past, received £60,000. At present there were approximately £41,000 in the pot. As the cricket club wanted £40,000 of this it would leave virtually nothing for anyone else. It was felt that this wasn't cricket. It was unanimously agreed to object to the cricket club's application.
- f. Any other financial matters for information - the Clerk informed the council that SALC had approved the application for funds for a computer and forwarded it on. It was hoped that it would be successful.

15/16/113 **RIGHTS OF WAY, FOOTPATHS** - no problems reported.

15/16/114 **THE POUND - SURFACE** - Cllr Bell had received one firm quote for the work but a further two quotes are required. It was agreed to continue to seek further quotes.

15/16/115 **PLAYING FIELD** - Cllr Pople reported on the committee's recent activities and said that they had now managed to obtain sufficient funds to purchase the main section of a climbing frame which could be added to at a later date. The running board of the roundabout is in need of replacement and this is likely to be expensive. Edington Parish Council has agreed that their RLT2 funds can be used for additional surfacing of the play area.

15/16/116 **PARISH PLOT** - has been flailed. The Clerk had spoken to Mr Porter but the invoice had not yet been received.

15/16/117 **SCC; SDC; SALC; CPRE** - the Clerk had attended the recent SALC AGM.

15/16/118 **ITEMS FOR INFORMATION, CIRCULATION, DISTRIBUTION** - Police newsletter was put for circulation.

15/16/119 **ITEMS FOR NEXT MEETING** - the Clerk suggested that the hedge trimmer could now be transferred to the Playing Field. The Clerk would try to get a planning officer to attend with regard to the Core Strategy changes.

15/16/120 **URGENT CORRESPONDENCE** - none

15/16/121 **DATE OF NEXT MEETING** - consideration of a possible change of the regular date from 2nd Tuesday to the 4th Tuesday. Following discussion it was agreed to continue holding meetings on the 2nd Tuesday of each month. Next meeting Tuesday 10th November.

Chairman

Date10/11/2015.....

- 15/16/99 **PRESENT:** Cllrs Barnett (in the Chair), Pople and Robins *Satter and Bell DS*
- 15/16/100 **APOLOGIES FOR ABSENCE** - were received from CCllr Huxtable who had to attend another meeting
- 15/16/101 **ALSO PRESENT:** 11 members of the public, Alex Ward (Village Agent) and DCllr Kingham
- 15/16/102 **IN ATTENDANCE:** The Clerk to the Council.
- 15/16/103 **DECLARATIONS OF INTEREST AND CONSIDERATION OF ANY DISPENSATIONS REQUIRED**
- Cllr Pople declared an interest in the Playing Field as she is the Council's representative.
- 15/16/104 **VILLAGE AGENT** - Our new Village Agent, Alex Ward, introduced himself and explained the role of village agents. He covers 11 parishes and is employed by the Community Council for Somerset for eight hours per week. If anybody needs help in resolving a problem, finding out about grants, not knowing who to contact, etc then he will help. He can be contacted on 07746 332 897 or via email alex@somersetccc.org.uk. The Clerk would put his details on the website.
- 15/16/105 **MINUTES OF PREVIOUS MEETING** - were confirmed and signed.
- 15/16/106 **MATTERS ARISING FROM PREVIOUS MEETINGS AND NOT LISTED** - none
- 15/16/107 **DISTRICT COUNCILLOR'S REPORT** - DCllr Kingham reported that the district council has recently taken on seven apprentices. The Local Draft Plan is now out for public consultation and the Clerk should be receiving an updated copy in due course. A planning officer would attend a parish council meeting regarding this if requested. A lady from Stretcholt has been fined £290 and given a 12 month conditional discharge for paying somebody to dump rubbish which was subsequently fly tipped.
- 15/16/108 **HIGHWAYS**
- a. Any updates on previous problems
 - i. Signage to Burtle - no update. The Clerk will contact Richard Newby again.
 - ii. Old School Lane Ditch - The Clerk had drawn a blank so had again contacted Highways asking them to take urgent action before the bad weather starts.
 - iii. Little Leaze Lane - The pot holes are worsening. The Clerk would chase this matter up and again contact Development Management regarding the dangers resulting from the porch at the junction.
 - b. Drains King William Road and Manor Road - an unsatisfactory response had been received from Highways to which the Clerk had replied with help from Mr Mackay. The Clerk suggested asking for a site meeting and this was agreed.
 - c. Problems arising and any other highway matters
 - i. De-icing material - it was agreed to collect 10 bags which could be stored at Langland Farm. Cllr Bell would collect them.
 - ii. Damage to the area around the war memorial - the Clerk had just received an email with photographs of tractor tread marks on the grass and displaced/damaged stones. It was felt that this must have happened when a tractor was unable to get through any other way, probably at school coming out time. The Clerk was instructed to write to the Headmaster asking that parents should not park at the war memorial for longer than strictly necessary but should leave as soon as possible after collecting their children. It was known that Highways would not grant permission for more or larger stones to be put in place and the Council did not want to reduce the area of grass either. If anyone received a confrontation from any parent they should take the registration number of the vehicle and report it. The Clerk was instructed to request a 20mph zone around the school as well as in King William Road.
- 15/16/109 **DEFIBRILLATOR** - the Clerk has put details on the website.
- 15/16/110 **ADDITIONAL GRAVEYARD PROVISION** - a helpful response had been received from the Mary Godfrey Charity which suggested several other possible sites. Some discussion took place but no decisions were reached.
- 15/16/111 **PLANNING**
- a. 14/15/00011 - Change of use and conversion of barn to dwelling, formation of turning and access at barn East of Holywell Road - further consideration - the Clerk had copied an email to all councillors from Development

Chairman 

Date 10/11/2015

- 15/16/99 **PRESENT:** Cllrs Barnett (in the Chair), Pople and Robins
- 15/16/100 **APOLOGIES FOR ABSENCE** - were received and accepted from Cllrs Bell and Salter who were both attending training. CClr Huxtable apologised that he would be late.
- 15/16/101 **ALSO PRESENT:** 10 members of the public and DCllr Kingham
- 15/16/102 **IN ATTENDANCE:** The Clerk to the Council.
- 15/16/103 **DECLARATIONS OF INTEREST AND CONSIDERATION OF ANY DISPENSATIONS REQUIRED** - Cllr Pople declared an interest in the Playing Field as she is the Council's representative. The Council would not be quorate for the proposed confidential session at the end of the meeting and this would not take place. It was noted that Cllrs Barnett, Pople, Robins and Bell would all need to declare an interest preventing them from discussing the matter.
- 15/16/104 **MINUTES OF PREVIOUS MEETING** - were confirmed and signed.
- 15/16/105 **MATTERS ARISING FROM PREVIOUS MEETINGS AND NOT LISTED** - School fencing. The Clerk read the last email from SCC regarding our complaints. This stated "As the development didn't require planning permission there would have been no consultation from the planning team". Although this is not satisfactory it was agreed that there is nothing else the Council can do about it.
- 15/16/106 **DISTRICT COUNCILLOR'S REPORT** -DCllr Kingham reported that the district council is currently in the process of preparing for being told that they need to provide for accommodating some of the current influx of refugees. The District is also looking at changing the planning situation in villages together with changing the principles regarding planning permission.
- 15/16/107 **HIGHWAYS**
- a. Any updates on previous problems
 - i. Signage to Burtle - no update
 - ii. Old School Lane Ditch - it was reported that the ditches have still not been cleaned and made good. Clerk was instructed to write to Mr and Mrs Duffy asking that this be seen to without delay and definitely before the next Council meeting.
 - iii. Little Leaze Lane - no update
 - iv. 30mph sign on The Nydon - the Clerk had received a response from Mr Newby indicating that it was impossible under the current criteria to move the 30mph limit out to the bridge on The Nydon. Clerk to ensure Cllr Salter has a copy of the email.
 - b. Seat and planters in Manor Road - licence has now been granted
 - c. Speedwatch - including problems in King William Road - Mr Frier reported that a suitable site would need to be authorised by the Police. Following discussion the Clerk was instructed to request a 20mph limit from half way down King William Road (above the narrow section) to the bottom of Old School Lane.
 - d. Drains King William Road and Manor Road - an email from a member of the public had been received concerning these and the Clerk had forwarded the information on to Mr Gill.
 - e. Problems arising and any other highway matters - The Clerk reported that she had told Mr Gill about the reported problem of water being pumped on to the highway. Mr Gill had inspected the site and found no water discharge but would monitor the situation.
- 15/16/108 **DEFIBRILLATOR** - This has now been installed at the Hall and went "live" on 2nd September. There will be a report in the Polden Post. On 3rd November there will be a talk and demonstration at the Hall on how the system works.
- 15/16/109 **GRAVEYARD PROVISION - Consideration of letter from the churchwardens of St Peter's** - The clerk had spoken to the clerk of woolavington and read her notes to the meeting. It was evident that the cost and time involved were likely to be high. The first and most critical point is that suitable land has to be found. There are then numerous statutory and legal problems and procedures to go through. If the land is to be purchased then funds will need to be obtained. The Clerk was instructed to write to the Mary Godfrey Charity regarding a plot of land up Scotts Lane. The Clerk would also seek the advice of SDC and SALC.
- 15/16/110 **PRESENT** - CClr Huxtable arrived during the above discussion.
- 15/16/111 **COUNTY COUNCILLOR'S REPORT** - CClr Huxtable reported on the budget and the possibility of regionalisation and local government re-organisation. SCC is currently coping with an increase in the number both of elderly and of children in the county and is now facing the probability of a number of immigrants. CClr Huxtable ended by advising that the Health and Wellbeing grants are again available.

Chairman G. R. BarnettDate 13/10/15

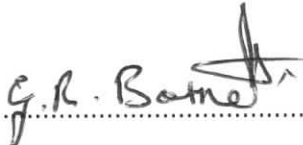
- 15/16/112 **COUNCILLOR TRAINING** - Cllrs Bell and Salter are at present at a training session
- 15/16/113 **PRESENT** - CCllr Huxtable left the meeting
- 15/16/114 **PLANNING**
- a. 14/15/00011 - Change of use and conversion of barn to dwelling, formation of turning and access at barn East of Holywell Road - no update
 - b. 14/15/00012 - erection of replacement stables land to East of Scotts Lane - responded to in August. Some concern about vehicles and parking on the road. Permission has been granted. The applicant was at our meeting and advised the Council that he intended to provide hard standing on site and vehicles would not be parked on the road. He was thanked.
 - c. Any other planning matters - none
- 15/16/115 **FINANCE**
- a. Accounts check - statements had arrived and the Clerk provided councillors with copies of the accounts which were approved.
 - b. Cheques for signature were approved as follows - chq.327 St Peter's Church (Funds originally set aside for the provision of gates but now to be used for other purposes) £600.00; Chqs.328 329 Clerk's salary and expenses £312.61; chq.330 AED Locator Ltd (half share of carriage for defibrillator) £15.96. Chqs.325&326 had been paid in August for the Clerk's salary and expenses £312.64.
 - c. Bank signatories and new mandate forms - Nat West and NSB - The Clerk has sent off the request to the NSB. She advised that the Chairman and Clerk might have to redate the original mandate because of the protracted time lapse whilst awaiting all new signatories to get to the bank. This was agreed.
 - d. Any other financial matters -
 - i. Council Tax support grant reductions - The Clerk had been informed that SDC would be reducing and then cancelling altogether the council tax support grants.
 - ii. Transparency Funding - the Clerk had received a form from SALC regarding the funding for Council computers. Because the Council currently uses the Clerk's own computer and therefore has access to one she had spoken to SALC. Following their advice she had drafted out a response asking for funding and this was approved by the Council.
- 15/16/116 **RIGHTS OF WAY, FOOTPATHS** - no problems arising.
- 15/16/117 **THE POUND** - The Clerk reported that Cllr Bell had contacted one additional person but without success. He has since then been given another name, has written to that party and is awaiting a response.
- 15/16/118 **PLAYING FIELD** - Cllr Pople reported the committee had attended the cream tea afternoon at Holywell House in aid of St George's Church and the Chilton Polden Annual Fun Day. They support Chilton Polden play area and this is reciprocated. RLT2 information - Catcott's pot is currently £4906.30. This needs to be used before the deadline of 2017.
- 15/16/119 **PARISH PLOT** - There had been problems with regard to the very wet conditions making it impossible for Mr Porter to get on site. The Clerk had spoken with Mr Porter earlier in the day. Cllr Barnett reported that shortly before the meeting Mr Porter had been on site.
- 15/16/120 **SCC; SDC; SALC; CPRE** - SALC AGMs on 26 September at Somerton
- 15/16/121 **ITEMS FOR INFORMATION, CIRCULATION, DISTRIBUTION** - C&CD; Countryside Voice
- 15/16/122 **DATE OF NEXT MEETING** - Tuesday 13th October at 7.30pm (the possibility of changing the regular date from the 2nd to the 4th Tuesday of each month was held over to the next meeting as only three councillors were present today)
- 15/16/123 **ITEMS FOR NEXT MEETING** - none
- 15/16/124 **URGENT CORRESPONDENCE** - none
- 15/16/125 The meeting closed at this point as the following items could not be discussed.

RESOLUTION TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC in view of the confidential nature of the business about to be discussed.

DECLARATIONS OF INTEREST in the following item

CONFIDENTIAL PAPERS RECEIVED FROM SDC - for consideration

The meeting closed at 8.45pm

Chairman 

Date 13/10/15

entrance. The applicants agreed to amend this and submit an amendment to substantially improve the entrance. Provided this happened the Council would support the application.

c. Any other planning matters

- i. Lippetts Way - complaints had been received about unauthorised activities which would be investigated by the Enforcement Officer.
- ii. Little Leaze Lane/The Nydon - complaints were heard regarding the restricted visibility now that a porch has been added to the front of the corner property. It was thought this might be permitted development although, being in the front of the house, it may not be. The Clerk was instructed to ask SDC about this. She was also instructed to inform SDC and/or SCC about the water which is pumped on to the road here.

15/16/89 **FINANCE**

- a. Accounts check - accounts and statements had been provided with the agenda. The accounts were approved.
- b. Annual external audit - This had been signed off without any problems.
- c. Cheques for signature - approved as follows:- chq.321&322 Clerk's pay and expenses £340.52; chq.323 CPRE (sub) £36.00; chq.324 AED Locator (EU) Ltd (defibrillator) £1077.00.
- d. Consider risk management and internal control reports as advised by the internal auditor (examples provided with last agenda) - The Clerk had contacted SALC as requested at the last meeting and been advised that it good to do these. Following further discussion it was agreed not to proceed with them at present.
- e. Bank signatories and new mandate forms - Nat West and NSB - The NSB form had now been received and was completed. The Nat West mandate still awaited councillor forms being submitted. The mandate form itself to be taken with these when ready.
- f. Any other financial matters for information - The Clerk has applied for a VAT refund. Following a request for information at the last meeting she informed the Council that barring income and outgoings for the playing field and parish plot the general expenditure in the previous three years had been approximately 2012-13 £7559; 2013-14 £6952; 2014-15 £6484.

15/16/90 **RIGHTS OF WAY, FOOTPATHS** - no problems were reported. A new scheme encouraging members of the public to adopt and maintain footpaths themselves was discussed and thought not to be a good idea and mostly unwelcome by landowners. There could also be an insurance problem.

15/16/91 **THE POUND - SURFACE - ADDITIONAL QUOTES/IDEAS** - Cllr Bell had produced some helpful information very shortly after the previous meeting. It was agreed to select the random flagstones in natural colour. The Clerk gave Cllr Bell the paperwork she had received Cllr Edwards with the previous quotes. A maximum sum (excluding VAT) was agreed.

15/16/92 **PLAYING FIELD** - Cllr Pople reported that the grass had been cut again on Friday. The 60's night had been cancelled due to lack of support. She enquired if there was any way the Council could help by reclaiming the VAT on new play equipment they were ready to order. A member of the public and the Clerk would both look into this but were not optimistic about the Council being able to help.

15/16/93 **PARISH PLOT - ANNUAL MAINTENANCE** - The Clerk advised that it is time to arrange with for the central third of the plot to be flailed. The Council instructed her to get a quote from him first and also from Green Mantle. Then to arrange for the best quote to undertake the job as there is a time restriction.

15/16/94 **SCC; SDC; SALC; CPRE** - nothing no otherwise mentioned.

15/16/95 **ITEMS FOR INFORMATION, CIRCULATION, DISTRIBUTION** - Police newsletter; C&CD

15/16/96 **ITEMS FOR NEXT MEETING** - none

15/16/97 **URGENT CORRESPONDENCE** - none

15/16/98 **DATE OF NEXT MEETING** - Tuesday 8th September at 7.30pm (if absolutely necessary an additional meeting may be called for 11th August)

The meeting closed at 8.45pm

Chairman

G.R. Barnett

Date

8/9/15

- 15/16/76 **PRESENT:** Cllrs Barnett (in the Chair), Pople, Robins, Salter and Bell
- 15/16/77 **APOLOGIES FOR ABSENCE** - none.
- 15/16/78 **ALSO PRESENT:** 7 members of the public
- 15/16/79 **IN ATTENDANCE:** The Clerk to the Council.
- 15/16/80 **DECLARATIONS OF INTEREST AND CONSIDERATION OF ANY DISPENSATIONS REQUIRED** - Cllr Pople declared an interest in the Playing Field as she is the Council's representative. Cllr Salter had spoken to the Monitoring Officer and it was not really required for him to declare an interest in the barn conversion 14/15/00011 but as he had previously declared an interest it would be best to do so again as today's discussion was really a continuation. Therefore he would speak on the matter but refrain from voting.
- 15/16/81 **MINUTES OF PREVIOUS MEETING** - were confirmed and signed.
- 15/16/82 **MATTERS ARISING FROM PREVIOUS MEETINGS AND NOT LISTED** - none
- 15/16/83 **DISTRICT AND COUNTY COUNCILLORS' REPORTS** - neither of these councillors were present. The Clerk was instructed to ask them to attend the next meeting.
- Public Participation*
- 15/16/84 **375 BUS SERVICE** - The Clerk had nothing new to report. It was noted that the annual school sports day had caused problems with inconsiderate parking by parents resulting in the blocking of the road. The Clerk would contact First Bus to apologise. It is known that the school had requested parents to park considerately
- 15/16/85 **HIGHWAYS**
- a. Any updates on previous problems
 - i. Signage to Burtle - no update
 - ii. Old School Lane Ditch - no update
 - iii. Lippetts Way repairs of road edges/verges - a lot of the worst areas have been attended to. The Clerk mentioned that Highways were repairing the roads through the county in order of damage severity.
 - iv. Little Leaze Lane - no update
 - v. 30mph sign on The Nydon - The Clerk told the meeting of her email to Richard Newby. It was noted that the 30mph limit used to extend down as far as the bridge in the past. The Clerk would send Mr Newby the bit on the front page of the Police newsletter regarding road safety.
 - b. Seat and planters in Manor Road - Both householders are now happy with the planters and the Clerk has contacted SCC. There is likely to be a delay now while the proper licence is prepared.
 - c. Speedwatch - including problems in King William Road - having received complaints about speeding at school start and end times the Clerk had contacted both the Speedwatch team and the PCSO asking for assistance.
 - d. Problems arising and any other highway matters - Overgrown hedges and vegetation are causing visibility and safety problems in some areas. This is to be mentioned in the Council report for the Polden Post with a request for householders to check that theirs are not causing a problem.
- 15/16/86 **DEFIBRILLATOR** - The invoice had now been received. Edington Parish Council had signed their cheque. The Clerk had circulated all councillors with information regarding the finances and the working of the defibrillator. It was agreed that this should proceed as quickly as possible.
- 15/16/87 **COUNCILLOR TRAINING** - The Edington session had been cancelled as Mr Robinson was taken ill. It was agreed that as Cllr Bell would be unable to attend the replacement date on 8th September he should attend on 17th July at Somerton instead of Cllr Salter who could attend on 8th September in Edington.
- 15/16/88 **PLANNING**
- a. 14/15/00010 - Replacement porch at 5 King William Road - granted
 - b. 14/15/00011 - Change of use and conversion of barn to dwelling, formation of turning and access at barn East of Holywell Road - following discussion and consultation with the applicants it was agreed that the Council had no objection to the barn conversion itself but had considerable concern still over the

Chairman 

Date 8/9/15

- 15/16/64 **COUNCILLOR TRAINING** - The Clerk has booked Cllrs Salter and Bell to attend one of the SALC training sessions at the Village Hall, Edington.
- 15/16/65 **PLANNING**
- 14/14/00007 - erection of wind turbine OS field no. 1087 Little Leaze Lane - withdrawn
 - 14/15/00008 - erect rural workers dwelling off Little Leaze Lane - refused. Cllr Salter reported. He had attended the Development Management meeting and spoken in favour of the application.
 - 14/15/00009 - erect cover over manure storage area at Langlands Farm - granted
- 15/16/66 **FINANCE**
- Accounts check - The Clerk provided councillors with the accounts which were agreed.
 - Annual internal and external audits - the internal audit had been completed satisfactorily with the suggestion that the Council consider risk management and internal control reports. The accounts had now been forwarded on to the external auditor.
 - Cheques for signature - were approved as follows:- Chqs.316&317 (Clerk's pay and expenses) £327.40; Chq.318 Richard Young (internal audit) £20.00; Chq.319 SDC (election expenses) £100.00; Chq.320 Brian Tilbury & Co (office paper) £15.00.
 - Consider risk management and internal control reports as advised by the internal auditor - following discussion the Council agreed not to proceed with these as it was felt they could tie the Council down too much. However, the Clerk was instructed to contact SALC for their view.
 - Bank signatories and new mandate forms - Nat West and National Savings Bank - The Clerk had now got the Nat West forms which would be completed after the meeting. She is still awaiting the forms for the Investment account. The conditions of the mandates remain the same with any three signatures required on all accounts. The signatories to be the Clerk (Julia Marshall), the Chairman (Cllr Barnett), the remaining councillors (Lorna Pople, Brian Robins, Daniel Salter and Geoffrey Bell).
 - Any other financial matters for information -
 - Pensions Regulator - the Clerk had registered for this.
 - Catcott Primary school - a thankyou letter had been received from the school for the cheque given last month.
- 15/16/67 **RIGHTS OF WAY, FOOTPATHS** - no problems arising.
- 15/16/68 **THE POUND - SURFACE** - Following discussion it was agreed that three new quotes for resurfacing The Pound with flagstones should be obtained. Cllr Bell would draw up a specification and Cllrs Robins and Salter would both provide names of firms to contact along with one chosen by Cllr Bell.
- 15/16/69 **PLAYING FIELD** - Cllr Pople reported that the grass had been cut by SDC earlier in the day. There is to be a 60's disco night on 25th July with a three course meal. Cost £10 per head. From 7.30pm-12.00.
- 15/16/70 **PARISH PLOT** - The Clerk reported that she had received an acknowledgement of receipt of the Council's RLE1 form which had been submitted to the RPA on 30th March. Acknowledgement received on 1st April.
- 15/16/71 **SCC; SDC; SALC; CPRE** - The next Cluster meeting has been cancelled. The Clerk gave the details of the next three scheduled meetings.
- 15/16/72 **ITEMS FOR INFORMATION, CIRCULATION, DISTRIBUTION** - three copies of the Police and Crime Plan 2015-2017 were available.
- 15/16/73 **ITEMS FOR NEXT MEETING** - none
- 15/16/74 **URGENT CORRESPONDENCE** - none
- 15/16/75 **DATE OF NEXT MEETING** - Tuesday 14 July at 7.30pm

The meeting closed at 8.45pm.

Following the meeting Cllrs Pople, Robins, Salter and Bell gave the Clerk their Register of Interest forms. Cllr Barnett said he would submit his himself.

Chairman G.R. Barnett

Date 14/7/15

- 15/16/53 **PRESENT:** Cllrs Barnett (in the Chair), Pople, ~~Edwards~~, Robins, Salter and Bell
- 15/16/54 **APOLOGIES FOR ABSENCE** - were received from DCllr Kingham and CCllr Huxtable.
- 15/16/55 **ALSO PRESENT:** 6 members of the public
- 15/16/56 **IN ATTENDANCE:** The Clerk to the Council.
- 15/16/57 **DECLARATIONS OF INTEREST AND CONSIDERATION OF ANY DISPENSATIONS REQUIRED** - Cllr Pople declared an interest in the Playing Field as she is the Council's representative.
- 15/16/58 **MINUTES OF PREVIOUS MEETING** - were confirmed and signed.
- 15/16/59 **MATTERS ARISING FROM PREVIOUS MEETINGS AND NOT LISTED** - Defibrillator - the Clerk advised that a representative from the firm supplying the machine is due to speak at the Edington Parish Council meeting on Thursday night. Everyone is welcome to attend, hear what he has to say and to ask questions.
- 15/16/60 **DISTRICT AND COUNTY COUNCILLORS' REPORTS** - neither representative present
Public Participation
- 15/16/61 **BUS SERVICE** - The Clerk updated the meeting on the latest information from First Bus. If anyone knew of any buses that failed to take the approved route through the village they are asked to let the Clerk or the bus company know which scheduled bus it was. It was noted that people persisted in parking outside Wellfield House in spite of the new sign. The Clerk was instructed to ask the School to write to parents asking them not to do this.
- 15/16/62 **HIGHWAYS**
- a. Any updates on previous problems -
 - i. Signage to Burtle - Mr Newby will look into providing a sign for Burtle at the crossroads.
 - ii. Old School Lane Ditch - to be monitored.
 - iii. Lippetts Way repairs of road edges/verges - work has now started on this.
 - iv. Little Leaze Lane - no update.
 - v. 30mph sign on The Nydon - The Clerk had received an email from Mr Newby concerning this. She would respond with the information given by Cllr Salter. Mr Newby had said he would look at this on their plan and consider matters such as the pub, the additional residences which would be included, the Little Leaze Lane junction and the blind summit to see if these warranted inclusion.
 - vi. Old School Lane nameplate at Lippetts Way junction - There are new name plates on both sides.
 - b. Seat and planters in Manor Road - The Clerk had been very concerned about some of the wording in the draft licence received from SCC. She had arranged for the Parish Council insurance to cover the structure for third party liability but had had to email and phone in order to get confirmation, which had now come in writing. One of the councillors raised a concern over the possibility of a collapse into the drain as there is no foundation and also the fact that rain water will no longer be readily able to take the correct course to the drain. Cllr Barnett assured the meeting that there should not be a problem about this. Members of the CVA present at the meeting agreed that the soil between the structure and the wall would be cleared by them and a check kept on this in the future. The Clerk would contact the householder who had been worried about this and she would need confirmation from them in writing that they are now happy about the situation. The Clerk was asked to send a copy of the draft licence to the CVA. The Council then agreed to adopt the licence once the Clerk had heard from the householder. Cllr Barnett signed the draft licence.
 - c. Speedwatch - no report.
 - d. Problems arising and any other highway matters - The CVA had expressed concern about the state of the pathway between Manor Road and the Church. Members of the CVA present stated that the CVA has agreed to clear the path of weeds prior to Open Gardens.
- 15/16/63 **APPOINTMENT OF TRUSTEE TO MARY GODFREY CHARITY** - Mr Gerald Wheeler has confirmed that he is happy to remain as a trustee for the time being.

Chairman G. P. BarnettDate 14/7/15

- a. 14/14/00007 - erection of wind turbine OS field no. 1087 Little Leaze Lane - no update as at 12/05/15 (registered 22/05/14)
- b. 14/15/00006 - change of use of former barn at The Brambles from Granny Annexe to Live-Work Unit - granted
- c. 14/15/00007 - extension and replacement porch at 1 Manor Road - granted
- d. 14/15/00008 - erect rural workers dwelling off Little Leaze Lane - the Clerk reported that this will be going to committee. This will probably be on 26th May and will be in the afternoon session starting at 2pm. It was agreed that either Cllr Salter or Cllr Barnett would attend and speak in support. Whoever goes is to liaise beforehand.

PRESENT - Cllr Barnett left the room and Cllr Salter took the chair.

- e. 14/15/00009 - erect cover over manure storage area at Langlands Farm - As there were no objections to this application it was agreed to support it as it should lesson the amount of contamination resulting from rain water.

PRESENT - Cllr Barnett returned to the room and took the chair

15/16/41 **FINANCE**

- a. Accounts check - Only one month's expenses had been experienced and the statements only received in the morning so there was no account sheet on this occasion.
- b. Annual internal and external audits - the accounts are due to be taken to the internal auditor shortly.
- c. Cheques for signature - were approved as follows:- Chqs.308&309 (Clerk's pay and expenses) £312.40; Chq.310 Sign and Design - (Buses Turning) £60.00; Chq.311 Broker Network Ltd (Insurance) £265.00; Chq.312 SALC (subscription) £130.94; Chq.313 Axe Brue Internal Drainage Board (Drainage rates on Parish Plot) £20.48; Chq.314 Somerset County Council (Catcott School for use of Hall for meetings) £160.00; Chq.315 St Peter's Church Catcott (grant towards churchyard maintenance) £500.00.
- d. Any other financial matters for information - the precept has been received.

15/16/42 **RIGHTS OF WAY, FOOTPATHS** - no problems reported. The Clerk would try get an improved map for the website.

15/16/43 **INSURANCE** - The Clerk confirmed that the insurance now includes the seat and planters and the plaque at the war memorial. The cost has remained the same.

15/16/44 **WAR MEMORIAL GRASS** - Due to an unfortunate oversight the area around the war memorial was not tidied up for VE Day. The Council apologised for this. A member of the public has volunteered to strim the grass as and when required. This offer was gratefully accepted. The Clerk will write to Mr Ron Cox to thank him for the many years he has undertaken the mowing of the grass at the memorial.

15/16/45 **THE POUND - SURFACE** - the favoured surface was flagstones. The crazy paving effect is pleasant. To be discussed again at the next meeting when it is hoped to have further quotes.

15/16/46 **PLAYING FIELD** - Cllr Pople reported that a donation had been received from the Catcott Educational Charity.

15/16/47 **PARISH PLOT** - the gates and posts recently installed look good.

15/16/48 **SCC; SDC; SALC; CPRE** - Somerset Voice was put for circulation together with a circular letter from SALC.

15/16/49 **ITEMS FOR INFORMATION, CIRCULATION, DISTRIBUTION** - Clerks and Councils Direct.

15/16/50 **ITEMS FOR NEXT MEETING** - appointment of a trustee to the Mary Godfrey Charity; Councillor Training.

15/16/51 **URGENT CORRESPONDENCE** - none

15/16/52 **DATE OF NEXT MEETING** - Tuesday 9 June at 7.30pm

The meeting closed at 9pm

Note - the Clerk said she would put the date of the Open Gardens Day, 5th July, on the website

Chairman

J.P. Barnett

Date

9/6/15

- 15/16/26 **PRESENT:** Cllrs Barnett (in the Chair), Pople, ~~Edwards~~, Robins, Salter and Bell
- 15/16/27 **APOLOGIES FOR ABSENCE** - none
- 15/16/28 **ALSO PRESENT:** 7 members of the public (DCllr Kingham and CCllr Huxtable left after the parish meeting as they had other meetings to attend)
- 15/16/29 **IN ATTENDANCE:** The Clerk to the Council.
- 15/16/30 **SIGNING OF DECLARATIONS OF ACCEPTANCE OF OFFICE** - It was unanimously agreed that these should be signed at the end of the meeting. At the end of the meeting all five councillors signed their declaration of acceptance of office and each was witnessed by the Clerk.
- 15/16/31 **ELECTION OF CHAIRMAN FOR THE COMING YEAR AND SIGNING OF CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE** - Cllr Pople proposed that Cllr Barnett be Chairman for the year ahead. Seconded by Cllr Salter. Carried. It was unanimously agreed that Cllr Barnett sign his declaration of acceptance of office as Chairman at the end of the meeting. This was done and was witnessed by the Clerk.
- 15/16/32 **ELECTION OF VICE CHAIRMAN FOR THE COMING YEAR** - Cllr Robins proposed that Cllr Salter be Vice-Chairman for the coming year. Seconded by Cllr Pople. Carried.
- 15/16/33 **APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES IF REQUIRED** - Representative to the Playing Field - Cllr Salter proposed and Cllr Robins seconded that Cllr Pople again be appointed. Carried.
- 15/16/34 **DECLARATIONS OF INTEREST AND CONSIDERATION OF ANY DISPENSATIONS REQUIRED** - Cllr Pople declared an interest in the Playing Field as she is the Council's representative. Cllr Barnett declared an interest in planning at Langland Farm and left the room whilst that item was under discussion.
- 15/16/35 **MINUTES OF PREVIOUS MEETING** - were confirmed and signed.
- 15/16/36 **MATTERS ARISING FROM PREVIOUS MEETINGS AND NOT LISTED** - The Clerk reported on the dates that SDC had cut the grass in the village. It was agreed to continue with the service.
- 15/16/37 **DISTRICT AND COUNTY COUNCILLORS' REPORTS** - given in the Parish Meeting.
- Public Participation*
- 15/16/38 **BUS SERVICE** - Following receipt of information from members of the public the Clerk had again written to First Bus and the partial answer was read to the meeting. A response to the other concerns has not yet been received. It was also noted that Catcott is never itemised on the tickets.
- 15/16/39 **HIGHWAYS**
- a. Any updates on previous problems -
 - i. Signage to Burtle - the Clerk is chasing this matter up.
 - ii. Old School Lane Ditch - It has been confirmed that the builder intends to put everything right once work has finished. It is understood that this includes both sides of the road.
 - iii. Lippetts Way repairs of road edges/verges - the Clerk read her latest letter to Highways. She was now instructed to request a site meeting with Parish Council representatives.
 - iv. Little Leaze Lane - no update.
 - v. 30mph sign on The Nydon - the Clerk has written to Highways regarding this.
 - vi. Old School Lane nameplate at Lippetts Way junction - it has been confirmed that the latest batch of signs has now been received and will be installed as soon as possible.
 - b. Seat and planters in Manor Road - The Clerk had been able to confirm that one of the householders is now quite happy with the situation. The other householder is not happy either with the situation nor the way they have been treated. Cllr Barnett said he would call and see them.
 - c. Speedwatch - not discussed as this had been covered in the Parish Meeting.
 - d. Problems arising and any other highway matters - none

15/16/40 **PLANNING**Chairman Date 

- d. 14/15/00003 - Erection of single storey extension to side and rear and removal of conservatories at Snipe Furlong, Weares Lane - granted
- e. 14/15/00004 - Erection of two storey extension to rear and installation of three velux windows to front elevation at 10A Brook Lane - granted
- f. 14/15/00005 - Conversion of loft to living accommodation including installation of dormer window and demolition of conservatory at Old School House, Old School Lane - withdrawn after registration

PRESENT: Cllr Salter left the room.

- g. 14/15/00006 - change of use of former barm at The Brambles from Granny Annexe to Live-Work Unit - it was agreed to support this application on several grounds.

PRESENT: Cllr Salter returned to the room.

- h. 14/15/00007 - extension and replacement porch at 1 Manor Road - supported.
- i. 14/15/00008 - erect rural workers dwelling off Little Leaze Lane - supported.
- j. Neighbourhood Plan - The general feeling being that this is not appropriate at the present time this was not discussed further.

15/16/14 **FINANCE**

- a. Accounts check - Cllrs had been provided with copies with the agenda. The accounts were agreed.
- b. Annual Internal and External Audits. Accounts and Governance Statement - The Clerk reported that Richard Young had agreed to undertake the internal audit again. The external audit accounts sheet and governance statement, which had been provided to councillors with the agenda, were agreed and signed.
- c. Cheques for signature were approved as follows:- Chq.302 Information Commissioner (data protection) £35.00; Chq.303 Sedgemoor District Council (grounds maintenance) £385.29; Chq.304 & 305 Clerk's pay and expenses £321.89; Chq.306 Mole Valley Farmers (3 x oak tubs) £101.95; Chq.307 M J Chilcott (provide and install new gate at Parish Plot) £60.47.
- d. Any other financial matters for information - none

15/16/15 **RIGHTS OF WAY, FOOTPATHS** - no problems reported. Cllr Edwards is not standing for re-election to the Council but kindly agreed to continue as the Council's footpaths representative.

15/16/16 **WAR MEMORIAL PLAQUE** - This has now been installed. There was considerable discussion over the height. It was agreed that a trough be put in front of it to prevent any child hitting their head. This is to be added to the insurance together with the planters and seat in Manor Road. Cllrs Robins and Salter together with Janet Holden were thanked for undertaking the work.

15/16/17 **THE POUND** - on hold until May

15/16/18 **SDC LEGAL ADVICE - LETTER FROM STEVE HELLARD, SOLICITOR, SDC LEGAL SERVICES MANAGER** - Although it was felt that limited use would be made of this service by the Council the Clerk asked that the SDC legal department should be consulted over the licence for the planters when it arrives. This was agreed.

15/16/19 **PLAYING FIELD** - Cllr Pople reported that the AGM is to be at The Crown on 28th April; a skittles evening on 2/3 May with a £100 first prize; 50th birthday event on 25 July "60s Night" at the Village Hall, Edington with fancy dress (optional); there will also be a Christmas Fayre and Quiz. The Parish Council needs to appoint its representative on the Playing Field Committee at the next Council meeting. With the Council's approval it is intended to spend the small balance from CCllr Huxtable's grant on cement for the bike racks. This was agreed.

15/16/20 **PARISH PLOT** - Cllr Pople reported that new posts and a new gate have now been installed.

15/16/21 **SCC; SDC; SALC; CPRE** - the Clerk reported that she had heard that the Cluster meeting had been devoted to policing and anti social behaviour issues which didn't really affect the village.

15/16/22 **ITEMS FOR INFORMATION, CIRCULATION, DISTRIBUTION** - Countryside Voice was put for circulation. The Chairman congratulated St Peter's Church on obtaining a grant for the much needed repairs.

15/16/23 **ITEMS FOR NEXT MEETING** - Appoint Playing Field rep for coming year; Speedwatch; it will be a new Council and Cllr Edwards, who is standing down was warmly thanked for his time on the Council.

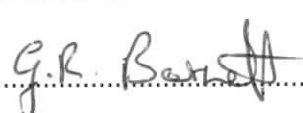
15/16/24 **URGENT CORRESPONDENCE** - Cllrs Barnett and/or Edwards would attend Mrs Elks' funeral on behalf of the Council.

15/16/25 **DATE OF NEXT MEETING** - Tuesday 12 May following the Annual Parish Meeting which will start at 7pm.

Chairman G.B. Barnett

Date 12/5/15

- 15/16/1 **PRESENT:** Cllrs Barnett (in the Chair), Pople, Edwards, Robins and Salter
- 15/16/2 **APOLOGIES FOR ABSENCE** - were received from CCllr Huxtable
- 15/16/3 **ALSO PRESENT:** 8 members of the public and Nick Tait (SDC Planning)
- 15/16/4 **IN ATTENDANCE:** The Clerk to the Council.
- 15/16/5 **DECLARATIONS OF INTEREST AND CONSIDERATION OF ANY DISPENSATIONS REQUIRED** - Cllr Pople declared an interest in the Playing Field as she is the Council's representative on the Committee. Cllr Salter declared an interest in the change of use at The Brambles and left the room whilst that item was under discussion.
- 15/16/6 **MINUTES OF PREVIOUS MEETING** - were confirmed and signed.
- 15/16/7 **GUEST SPEAKER - NEIGHBOURHOOD PLANNING** - Mr Nick Tait outlined the origin of Neighbourhood Plans and talked to the meeting the limitations of local power and how district councils are obliged to conform to national regulations. Neighbourhood Plans at a local level tend not to be realistic aims for small communities and there are considerable pitfalls including expense. Neighbourhood Plans offer no scope for reducing or preventing development in any way although they can be used to encourage development and determine sites where that development would be favoured. Other documents small communities can invest time and money in producing are Parish Plans which have very little influence, if any, with planners and Village Design Statements. Catcott's VDS has been formally adopted by SDC as supplementary Planning Guidance and therefore has to be considered by Sedgemoor prior to making a decision on granting or refusing permission. Neighbourhood Plans have to be compatible with the Core Strategy. Some funding would probably be available but because some of the requirements including the need to employ external consultants the costs to the community work out in the region of £8,000 to £20,000. There is some further guidance on the SDC website. He gave a handout to parish councillors. Mr Tait was thanked for coming and being so informative.
- 15/16/8 **MATTERS ARISING FROM PREVIOUS MEETINGS AND NOT LISTED** - The Chairman had received a letter of thanks from the CVA for the purchase of three new oak barrels.
- 15/16/9 **DISTRICT AND COUNTY COUNCILLORS' REPORTS** - as neither was present there was no report.
- Public Participation*
- 15/16/10 **BUS SERVICE** - Cones and policing for funerals was considered. The sign for the side of Wellfield has not yet been received.
- 15/16/11 **HIGHWAYS**
- a. Any updates on previous problems
- i. Signage to Burtle - the Clerk reported that there was no update and she would chase this matter up again.
- ii. Old School Lane Ditch - the Clerk read the latest response from Highways. She was instructed to chase this matter up again by writing to Andrew Turner.
- iii. Lippetts Way repairs of road edges/verges - the erosion of the verges is now encroaching on to the highway. Two incidents of cyclists falling as a result of this were reported including one involving a young boy. This is an official walk to school route and the current condition of the road and verges makes it unsafe for this purpose. This is also a designated cycle route. The Clerk was instructed to write to Andrew Turner.
- iv. Little Leaze Lane - no update.
- v. 30mph sign on The Nydon - no update.
- vi. Old School Lane nameplate at Lippetts Way junction - The Clerk will remind Bob Kondys.
- b. **SEAT AND PLANTERS IN MANOR ROAD** - the Clerk had received a communication from SCC asking if the Council accepted the conditions laid down for the seat. Council agreed to this. The Clerk had also been told that a future legal licence needed to be completed for the planters. The Clerk suggested the Council should take advantage of Sedgemoor's offer of a free half hour of legal advice in order to have this checked over when it comes. The representatives of the CVA who were present at the meeting agreed to maintain both the seat and the planters and also to provide and site a sign "Please Keep Clear" to avoid blocking access.
- c. **PROBLEMS ARISING AND ANY OTHER HIGHWAY MATTERS** - none
- 15/16/12 **SOMERSET EMERGENCY COMMUNITY CONTACTS** - Cllrs Barnett and Robins agreed to be contacts and signed their consent forms.
- 15/16/13 **PLANNING**
- a. 14/14/00007 - erection of wind turbine OS field no. 1087 Little Leaze Lane - no update as at 14/04/15
- b. 14/15/00001 - Replacement porch at 5 King William Road - withdrawn after registration
- c. 14/15/00002 - Conversion of existing flat roofed store/games room to bed-sit, pitched roof, annexe and porch to rear at Lisboa, Brook Lane - granted

Chairman Date 12/5/15