

# Pitcombe Parish Council

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## Minutes of the meeting of the Parish Council held in Hadspen Village Hall on Tuesday 11<sup>th</sup> October 2016 at 7.30pm

**Present:** Councillors J. Knight (Chairman), C. Brook, R. Currie, C. Donald, R. Waller and A. Wells.

In attendance: County Councillor Groskop

**Clerk:** Zöe Godden

There was one member of the public present at the start of the meeting.

**Public Question Time:** No questions were raised.

**The meeting started at 19:30.**

**1. Apologies for Absence:** Councillor Comer and District Councillor Beech.

**2. Declarations of Interests:** None

**3. Minutes:** The minutes of the meeting of the Parish Council held on 13<sup>th</sup> September 2016 were agreed as a correct record and signed by the Chairman.

**4. To receive reports from**

i County Councillor.

Councillor Groskop had nothing to report.

ii District Councillor.

District Councillor Beech was not present.

iii PCSO.

No new reports had been received.

**5. Matter Arising for report:**

i Highways and Drains – Update.

Councillor Knight reported that the tarmac at the bridge in Cole had been marked by highway engineers, indicating that work may take place there soon.

ii To hear an update on the defibrillator project. (RC)

Councillor Currie reported that he had had initial conversations with the Village Hall trustees and the Church to determine if they would be amenable to working with the Parish Council on the defibrillator project. The Church was not able to commit funds to the project at this time, but the Village Hall trustees were interested in becoming involved.

Councillor Currie made the following recommendations and observations:

- Phase one of the project should be the installation of a publically accessible defibrillator at the gate to the Village Hall car park as an electrical supply was present and the device would be available to many more people than if it was located in the Village Hall itself.
- Different devices were available to either purchase or rent and the final purchase decision should be made in conjunction with the Village Hall trustees.
- Volunteers would need to be trained in maintaining an operating the device.
- Grants may be available to help with costs and should be applied for via the Parish Clerk.
- Community fundraising was recommended to both contribute to the cost of the device and to raise awareness of the project.
- Phase two should be the installation of a defibrillator in the telephone box in Pitcombe village, which could be achieved in conjunction with other activities at the telephone box.
- Phase three would involve approaching Sexey's School and Bruton School for Girls.

**RESOLVED:** It was proposed and agreed that the Parish Council supports the idea of procuring defibrillators in line with the three phases detailed above and that Councillors Currie and Wells will contact the Village Hall trustees to ask them to become involved with phase one to provide a publicly available device at the Village Hall.  
(Action Cllrs Currie and Wells)

iii To agree a member(s) to attend the Area East Committee meeting on 12<sup>th</sup> October to make representations on behalf of the Parish Council in relation to planning applications.

It was **agreed** that Councillor Knight would attend on behalf of the Parish Council.

**(Action Cllr Knight)**

**6. To review Planning Applications, Road Closures, Foot Path Diversions.**

- i Outcomes of applications considered at previous meetings: None
- ii New Planning Applications:
  - a) **16/03936/FUL** – Demolition of existing wooden outbuilding and replace with stone outbuilding, 10 Mill Lane, Pitcombe. BA10 0PQ

**RESOLVED: It was proposed and agreed that the Parish Council has no objections to this application.**

**(Action Parish Clerk)**

- b) **16/03866/FUL** – Erection of a two storey extension at rear of property, Laurel Cottage, Mill Lane, Pitcombe. BA10 0PQ

Councillor Knight summarised the application and noted that previous permission had been granted for an L-shaped extension to the front and side of the original dwelling. It was further noted that the rear extension had already been constructed, meaning that this application was in fact, retrospective.

Members discussed the application at length, and made the following points:

- The first extension (planning application 15/03191/FUL) was supported by the Parish Council because it had been submitted in order to improve disabled facilities in the property.
- This additional application was retrospective and, as such, the Parish Council was disappointed that the planning process had not been followed.
- The extension would not be visible.
- The original application (15/03191/FUL) included a retaining wall to the rear, but this was in fact a flanking wall of the standard suitable for forming a wall to the dwelling.

**20:06** – Meeting opened for public comment.

**20:10** – Public session closed.

**RESOLVED: It was proposed and unanimously agreed that the Parish Council wishes to express its deep disappointment that the planning process has not been followed in terms of this application, which is retrospective, despite not being referred to as such in the planning application documentation. The Parish Council noted that a retaining wall would not be appropriate for an external wall of a dwelling, suggesting that the wall to the rear of the main dwelling had always been intended to be used as an external wall to an extension in this location.**

It was further **PROPOSED** that the Parish Council recommends refusal of this application on the grounds that the building has been unlawfully extended beyond the permission that has previously been given and that what has now been produced represents overdevelopment of the site, which is of particular concerns as the site is in a conservation area. Four votes in favour of this proposal. Motion carried.

**(Action Parish Clerk)**

- c) **16/04044/FUL** – Change of use of agricultural buildings to a single dwellinghouse, office and storage unit and associated building operations, Shatwell Farm, Shatwell Lane, Yarlinton, WINCANTON. BA9 8DL

Councillor Knight summarised the design and access statement. Members questioned why this barn should be changed to residential use, as other buildings on the site are agricultural. It was also noted that the condition of the barn may not be satisfactory for conversion due to potential problems with current the concrete construction.

**RESOLVED: It was proposed and agreed that the Parish Council supports this application. Five votes in favour of this proposal. Motion carried. Robin Currie abstained from voting.**

**(Action Parish Clerk)**

- iii Temporary Road Closures – Snagg Lane to Redlands Farm for one night on 2 December 2016. **Noted.**

The Clerk reported that she had received an additional road closure notice since publishing the agenda as follows: Bruton Road from the junction with Pitcombe Rock northwards in to Cole Road until the junction with Gants Mill Lane a total distance of 1120 metres, 24 October 2016 and last for 1 week (18.00 – 23.00hrs).

- iv Path Diversions - None.

**7. Reports from Portfolio holders not covered elsewhere on the agenda.**

Councillor Brook reported that the tenant of the field near the entrance to Hadspen Village Hall car park had agreed to cut back the hedge to improve visibility. The rotten stile at Hells Ladder Lane had been replaced, but in the wrong location. It had been placed at the top of Lodge Hill, but the correct stile would also be replaced in due course.

**8. Finance.**

- i To approve payment of:
  - a) Clerk's remuneration and expenses for September 2016 - £235.36
  - b) HM Revenue and Customs – Income Tax September 2016 - £6.20

**RESOLVED: It was proposed and agreed to approve the above two payments and Councillors Knight and Brook**

were agreed as cheque signatories.

20:46 – County Councillor Groskop and one member of the public left the meeting.

ii To approve the cash book and bank reconciliation to 30 September 2016.  
It was **agreed** to defer this matter to the next meeting as the bank statements had not been received.

iii To review the Budget vs Spend sheet to date.  
It was **agreed** to approve the sheet as presented.

iv To amend the bank mandate change form as requested by Barclays.  
The Clerk explained that the mandate change form needed to be amended to show that Councillor Knight was the Chairman. It was **agreed** that Councillors Knight and Brook would initial the amendment.  
**(Action Parish Clerk)**

v To note that budget setting for 2017/18 will be discussed at the November meeting and to record any items that need research.  
**Noted.** The Clerk was asked to incorporate adequate provision for her salary and the additional hedge cutting paid for by the Parish Council.  
**(Action Parish Clerk)**

#### 9. Transparency Code

i To agree to submit an interim grant application to enable the purchase of IT equipment as per the previously agreed quote from Milborne Port Computers.

**RESOLVED: It was proposed and agreed to submit an interim grant application as suggested.**  
**(Action Parish Clerk)**

ii To discuss approaches to acquiring a website and agree how to proceed.  
**RESOLVED: It was proposed and agreed that the Clerk should take steps to retain the current domain name for the new Parish Council website; that quotes should be obtained from small local companies for the construction of a website; and that the Parish Council would go ahead with producing a website without involving the Church or Village Hall at this stage.**  
**(Action Parish Clerk)**

#### 10. Correspondence/Publications received for report.

i SALC – To note receipt on information on a DCLG Capping Consultation and to agree members to respond.  
It was **agreed** that Councillors Knight and Currie would work with the Clerk to respond on behalf of the Parish Council.  
**(Action Cllrs Currie & Knight & Parish Clerk)**

11. **Other Business:** None.

12. **Date of next meeting:** 8<sup>th</sup> November at 7.30pm

**The meeting ended at 21:10.**

Signed

Date