

# Pitcombe Parish Council

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**Minutes of the Annual Parish Council Meeting held in Hadspen Village Hall on Tuesday 9<sup>th</sup> May 2017**

**Present:** Councillors J. Knight (Chair), C. Brook, L. Comer, R. Currie, C. Donald, and R. Waller

**In attendance:** PCSO Tim Russell

One member of the public was present at the start of the meeting.

**Clerk:** Zöe Godden

**The meeting started at 19:37**

## **Public Open Session**

Mr Brook asked the Council to report an instance of fly posting on the A359, Mill Lane A359 Mill Lane Pitcombe. The Clerk was instructed to report this to Environmental Services.

**(Action Parish Clerk)**

**19:41** – Mr Brook left the meeting.

## **1. Election of Chairman and Vice Chairman for the year 2017/18.**

Councillor Knight opened the meeting and asked for nominations for the position of Chairman. Councillor Knight was nominated and seconded. No other member of the council was nominated.

**RESOLVED:** It was proposed and unanimously agreed that Councillor Knight be elected as Chairman and the declaration of acceptance of office was signed accordingly.

Councillor Comer was nominated and seconded for the position of Vice Chairman. No other member of the council was nominated.

**RESOLVED:** It was proposed and unanimously agreed that Councillor Comer be elected as Vice Chairman and the declaration of acceptance of office was signed accordingly.

## **2. Apologies for Absence:** Alan Wells

**3. Declarations of Interests:** Councillor Comer declared a Disclosable Pecuniary Interest in item 7. ii b).

**4. Minutes:** The minutes of the Parish Council meeting held on 11<sup>th</sup> April 2017 were agreed as a correct record and signed by the Chairman.

## **5. To receive reports from**

i County Councillor: Not present

ii District Councillor: Not present

iii PCSO: PCSO Tim Russell informed members that there had been no reported crime in the Pitcombe area during the previous month. Overall, reported crime in the area had risen by 4.8%. Councillor Currie reported that cars parking near the triangle at the junction of the A359 and Sunny Hill were obstructing visibility. PCSO Russell said that vehicles should not park within 30 feet of junctions. The Clerk was instructed to write to County Highways to ask for help addressing this matter.

**(Action Parish Clerk)**

## **6. Matter Arising for report:**

i Highways and Drains: Councillor Comer reported that, although Lime Kiln Lane had been attended by a street sweeper, the debris at the top of the lane had not been cleared, meaning that future rainfall would wash the debris back down the lane. Councillor Knight agreed to speak with a local farmer to see if he could help.

**(Action Cllr Knight)**

ii To agree arrangements to review the Parish Plan. (LC)

It was **agreed** that members would check the Parish Plan and submit any amendments to Councillor Comer, who would produce an updated draft for the next meeting.

**(Action Cllr Comer)**

- iii To note receipt of confirmation that ownership of the BT phone box in Pitcombe has passed to the Parish Council.

**Noted.** Councillor Knight agreed to put up the associated poster to inform the public that the box was no longer in use as a telephone.

**(Action Cllr Knight)**

The Clerk was instructed to forward box maintenance information to Councillor Comer and Currie.

**(Action Parish Clerk)**

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

- i Outcomes of applications considered at previous meetings:  
**Appeal decision for 16/03426/OUT** – Outline application for the erection of single storey dwelling and formation of access. Sundown, Sunny Hill, Bruton. BA10 0NX

**Noted.**

- ii New Planning Applications:
  - a) **17/00796/FUL – AMENDED PLANS** (removal of change of use of agricultural land) - Erection of a single storey oak framed annexe and change of use from agricultural to residential for the footprint of the proposed annexe and the path connecting it to the main house. 7 Old Station Gardens, Pitcombe. BA8 0PT

It was noted that the amended plans addressed the Council's objections to the previous submission.

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

**(Action Parish Clerk)**

- b) **17/01430/FUL** – The erection of single storey visitor entrance building (North Lodge) and associated landscaping and access (alternative siting and reduced footprint to that approved under 16/03189/S723). Hadspen House, Hadspen, Castle Cary. BA7 7NG

**20:21** – Councillor Comer left the meeting due to the previously declare Disclosable Pecuniary Interest and took no part in discussions or voting.

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

**(Action Parish Clerk)**

**20:25** - Councillor Comer returned to the meeting.

- iii Temporary Road Closures: Brewham Road and Bruton Road from the junction with Pinkwood Lane, eastwards for a distance of 60 metres for 5 days from 26<sup>th</sup> June for works to the railway bridge.
- iv) Path Diversions - None.

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

**Environment** – Councillor Knight reported that the path near the Church had been cleared.

**Footpaths** – Councillor Brook reported that a stile was in disrepair on the footpath from the Church to the bridle path. Councillor Brook agreed to take this up with SCC.

**(Action Cllr Brook)**

## **9. Finance.**

- i To approve payments of:

Zoe Godden	Salary and expenses April 2017	£239.73
Payman	Payroll processing 2017-18	£75.60
St Margaret's Hospice	Grant	£100.00
CPRE	Annual membership fee	£36.00

**RESOLVED: It was proposed and agreed to approve the payments as presented and Councillors Comer and Knight agreed to sign the cheques accordingly.**

- ii To review the end of year budget 2016/17.

Councillors noted the end of year figures. No further action was required.

iii To approve the cash book and bank reconciliation for April 2017.  
The cash book and bank reconciliation were checked by Councillor Waller.

**RESOLVED: It was proposed and agreed to approve the cash book and bank reconciliation as presented.**

iv To consider quotes for Parish Council insurance.  
Members considered the three quotes.

**RESOLVED: It was proposed and agreed to accept the quote from Hiscox Insurance.  
(Action Parish Clerk)**

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

i Lord Lieutenant of Somerset – Request to consider holding an event for the Great Get Together.  
Councillors **agreed** that they did not wish to take any further action.

**11. Any Other Business:**

*Please note this item can only be used for statements of information and requests for items to be included on the agenda at the next meeting.*

Councillor Knight informed members of an upcoming planning application for a Garden Museum at Hadspen House, which was sited in the parish of Shepton Montague. The applicant had offered a site visit to both Pitcombe and Shepton Montague Parish Councils on the afternoon of 22<sup>nd</sup> May. The submission deadline for Parish Council comments fell before the next Parish Council meeting and the Planning Officer was not able to extend the deadline, meaning that either no official comment could be made or an extra meeting would need to be held. This would be decided later in the month.

**12. Date of the next Parish Council meeting: 13<sup>th</sup> June 2017 at 7.30pm**

**The meeting ended at 20:50**

Signed

Date