**Minutes of the meeting of the Parish Council held on Tuesday 10th October 2017 at Hadspen Village Hall.**

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

**Also present:** County Councillor Anna Groskop

**Clerk**: Zöe Godden

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

1. **Apologies:** Councillors L. Comer, R Waller and A. Wells and PCSO Tim Russell
2. **Declarations of Interests:** Councillor Currie declared a personal interest in item 6 ii d) because he was a member of the Village Hall Committee.
3. **Minutes:** The minutes of the Parish Council meeting held on 12th September 2017 were agreed as a correct record and signed by the Chair.
4. **To receive reports from**
5. **County Councillor Anna Groskop** had nothing new to report.
6. **District Councillor:** Not present
7. **PCSO Tim Russell** was not able to attend the meeting but had sent a report, which had been distributed to members prior to the meeting. No crimes had been recorded in the Parish during September.
8. **Matter Arising for report:**
9. Highways and Drains: Councillors Currie and Knight were still waiting to hear back from County Highways regarding problems at Pitcombe Rock and Pitcombe Hill. Councillor Knight agreed to follow up these issues with John Nicholson (SCC).

**(Action Cllr Knight)**

Councillor Knight reported that he had received a communication from a resident who was concerned about alleged damage caused to a retaining wall at her property by passing tractors. Councillor Knight had referred this to County Highways but had yet to receive a response. Councillor Knight agreed to contact County Highways again.

**(Action Cllr Knight)**

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

Councillor Currie reported that both defibrillator cabinets and units had been installed free of charge at the Village Hall and at Bruton School for Girls. The next step was to announce familiarisation events to be held in the Village Hall and School, which would be advertised in Pitcombe News. Dates would be set soon. Adequate funds were remaining to enable the purchase of a training defibrillator that looked and functioned in the same way as the actual units but did not give a shock. It was **agreed** that the two new defibrillator units should be offered to the South West Ambulance Trust for their use in an emergency, but that the units should be returned in full working order and any consumables used replaced. Councillor Currie agreed to register the units with the South West Ambulance Trust accordingly.

**(Action Cllr Currie)**

1. To note progress with arrangements for a meeting with other town and parish councils and other stakeholders to discuss a solution to the highways problems at Grove Cross.

Councillor Knight confirmed that the meeting would take place in the Village Hall on Thursday 19th October at 1pm and that refreshments would be provided. Councillor Knight said that the meeting would explore possible solutions to the Grove Cross junction and gauge the level of commitment from other stakeholders so that the Parish Council could determine how to drive the project.

1. **To review Planning Applications, Road Closures, Foot Path Diversions.**
2. Outcomes of applications considered at previous meetings:

**17/02821/FUL** – Erection of a 2 storey rear and loft extension and demolition of the existing garage, Three Keys, Cole Road, Bruton. BA10 0DD – Granted with conditions.

**Noted.**

1. New Planning Applications:
2. **17/03653/FUL** - Formation of two new internal vehicle route (private ways) to the Estate, Mr Paul Rawson, Hadspen House, Hadspen, Castle Cary, BA7 7NG

**RESOLVED: It was proposed and agreed that the Parish Council supports this application.**

 **(Action Parish Clerk)**

1. **17/03619/FUL** – Erection of side and rear extension, erection of front porch canopy and internal and external alterations to include replacement windows and new door opening. Erection of detached garage building and side entrance alterations, Mr & Mrs D Kellaway, Ludwell Rise, Cole Road, Bruton. BA10 0DD

Councillor Knight noted that extensions had previously been approved at other properties on this road.

**RESOLVED: It was proposed and agreed that the Parish Council supports this application.**

 **(Action Parish Clerk)**

1. **17/03582/FUL** - Erection of a carport to replace existing barn. Formation of access to highway, Mr Mark & Mrs Alison Tilley, Bottom Barn Farm, Hadspen, Castle Cary. BA7 7LW

**RESOLVED: It was proposed and agreed that the Parish Council supports this application.**

**(Action Parish Clerk)**

1. **17/03971/COU** - Change of use of land and formation of parking area, Hadspen Village Hall Committee, Hadspen Village Hall, Hadspen, Castle Cary. BA7 7LX

Councillor Knight informed members that the new parking area would be at the bottom of the driveway at the right. Councillor Currie added that eight or nine trees would be removed and the new parking area would be gravelled in the same way as the current driveway and car park area. Drainage work would be carried out and no additional lighting would be installed except possibly an extension to gate lighting along the hedge.

**RESOLVED: It was proposed and agreed that the Parish Council supports this application.**

**(Action Parish Clerk)**

1. Other Planning matters: None
2. Temporary Road Closures
3. B3145 Charn Hill and Charlton Hill from 1.040kms south of the junction with North Cheriton Road, southwards for a distance of 190 metres, from 23rd October for 19 days including weekends.

 **Noted.**

1. Path Diversions - None.

Councillor Knight took agenda item 8v at this point in the meeting:

**8 v** To consider purchasing a new Bristol Gate to be installed on footpath WN22/7 plus associated sundries at a cost of £350.

 Councillor Knight reported that the landowner was happy for the Parish Council to replace the gate and said that a new gate could be fitted to the existing gate post.

**RESOLVED: It was proposed and agreed to approve the spend of £350 to purchase a new gate and sundries.**

1. **Reports from Portfolio holders not covered elsewhere on the agenda:** None
2. **Finance.**
3. To approve payments of:

|  |  |  |
| --- | --- | --- |
| Zöe Godden | Salary and expenses September 2017 | £271.37 |
| HMRC | Income tax July to September 2017 | £ 16.20 |

**RESOLVED: It was proposed and agreed to approve the payments as presented and that Councillors Brook and Knight would sign the cheques.**

1. To approve the cash book and bank reconciliation for September 2017.

The cash book and bank reconciliation were checked by Councillor Brook.

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

1. To review the Budget vs Spend sheet to date.

**Noted.**

1. To consider the draft budget for 2018-19 and agree any amendments.

**RESOLVED: It was proposed and agreed that the Clerk should ensure that the 2018-19 budget represented a zero increase to the precept by increasing the amount allocated for “Other Grants”. The Clerk was instructed to make the necessary amendments to the draft budget and present the new version to the next Parish Council meeting.**

**(Action Parish Clerk)**

1. To consider purchasing a new Bristol Gate to be installed on footpath WN22/7 plus associated sundries at a cost of £350.

This matter was dealt with after item 6 v above.

1. To consider a Transparency Code grant application for continued financial support for running the Parish Council website.

**RESOLVED: It was proposed and agreed to approve the grant application form as presented.**

**(Action Parish Clerk)**

1. **Correspondence/Publications:**
2. CPRE – Invitation to AGM on 12th October in Taunton: No members wished to attend.
3. Somerset County Council – Invitation to take part in a consultation relating to Family Support Services and Children’s Centres: Members did not wish to respond.
4. SALC – Technical Consultation paper relating to the Local Government financial settlement 2018-19; to agree how to respond: Members did not wish to respond.

 Since the agenda had been published, the Clerk had received two additional items of correspondence:

SALC – Notification of AGM: Members did not wish to attend

SSDC – Request for financial support for the South Somerset Community Accessible Transport scheme: To be brought to the next meeting.

**(Action Parish Clerk)**

1. **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.*

The Clerk was instructed to send a grant application for to St Leonard’s Parochial Church Council for a graveyard maintenance contribution.

**(Action Parish Clerk)**

Councillor Knight agreed to speak to a local farmer about a new dairy facility being built in the Parish and report back to the next meeting.

**(Action Cllr Knight)**

Councillor Currie noted that white gates had been installed at the entrances to some local villages and asked if something similar might be wanted in Pitcombe. The Clerk said that she was making similar investigations at one of her other parishes and was instructed to report back to the next Parish Council meeting.

**(Action Parish Clerk)**

1. **Date of the next Parish Council meeting: 14th November2017 at 7.30pm**

**The meeting ended at 20:39.**

Signed Date