**Minutes of the meeting of the Parish Council held on Tuesday 12th September 2017 at Hadspen Village Hall.**

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

**Also present:** County Councillor A.Groskop

**Clerk**: Zöe Godden

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

1. **Apologies:** Councillors C. Brook and L. Comer
2. **Declarations of Interests:** None
3. **Minutes:** The minutes of the Parish Council meetings held on 11th July and 17th August 2017 were agreed as a correct record and signed by the Chair.
4. **To receive reports from**
5. **County Councillor:** County Councillor Groskop reported that District Councillor Mike Beech had moved away from the South Somerset area and that she would cover his Parishes until other arrangements could be made and was familiar with current planning applications in Pitcombe.

Councillor Groskop reported that a new library consultation was upcoming relating to the payment of business rates by libraries. Councillor Groskop explained the impact of business rates on Bruton library and noted that the local consultation would need to feed into a national resolution.

Regarding previously discussed improvements to Grove Cross, Councillor Groskop reported that she was in the process of liaising with other Parish Councils, County and District Officers, Hadspen House and other groups to arrange a meeting to discuss possible solutions to the traffic problems experienced on this section of road.

**19:40** – County Councillor Groskop left the meeting.

1. District Councillor: Not present
2. PCSO: Not present
3. **Matter Arising for report:**
4. Highways and Drains: Councillors Currie and Knight reported that County Highways were still trying to resolve drainage problems at Pitcombe Hill and Pitcombe Rock, although issues with vegetation and vehicles at Pitcombe Hill had been dealt with by the farmer.
5. To agree amendments to the Parish Plan and agree any further action to be taken. (LC)

It was **agreed** to defer this matter for three months. Councillor Currie suggested that the Parish Council could work together with other local town and parish councils to achieve a stronger voice when commenting on planning applications and that such an idea could be incorporated into the review of the Parish Plan.

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

Councillor Currie reported that the defibrillator units had been delivered, along with a training model, but the cabinets had not yet arrived. The Clerk had been trying to contact the supplier but had not managed to get hold of the relevant person at the company. Councillor Currie informed members that arrangements to have both units installed at the Village Hall and School had been made with local people at no charge. Once the installations had been completed, two events would be held to introduce people to the defibrillators.

1. To note that the Village Hall pages are now live as part of the shared website.

**Noted.** Councillor Currie referred to information supplied by the Clerk relating to the “Nextdoor” forum. The Clerk was instructed to forward more information for members to consider.

**(Action Parish Clerk)**

1. To note that the Clerk will begin work to contact local parishes with a view to working together on a solution to the highways problems at Grove Cross and that this work was delayed to enable officers from district or county to be involved.

Members noted that County Councillor Groskop would now lead this work as per minute point 5i.

1. To consider how to proceed with improvements to a gateway on footpath WN22/7 near St Leonard’s Church.

Councillor Knight reported that some improvement work to this gateway may have already taken place and Councillor Wells agreed to assess the situation and report back to the next meeting.

**(Action Cllr Wells)**

1. **To review Planning Applications, Road Closures, Foot Path Diversions.**
2. Outcomes of applications considered at previous meetings: None at time of publishing agenda

Since publication of the agenda, one planning decision had been received as follows:

**17/02162/OUT** - Outline planning application for one single storey dwelling to include access and landscaping with all other matters (appearance, layout, scale) to be reserved, Land at Mill Lane, Pitcombe. – Refused.

1. New Planning Applications: None at time of publishing agenda
2. Other Planning matters: None at time of publishing agenda
3. Temporary Road Closures
4. Redlynch Road from 1.046kms from the junction with Stoney Stoke to Redlynch Cross and Dropping Lane and Station Road, westwards for a distance of 100m, from 18 September for 5 days.
5. Wyke Road from 180m south west of the junction with Easthill Lane to Whitehouse Farm, south-eastwards for a distance of 545 metres from 16 October for 6 weeks.

**Noted.**

1. Path Diversions - None.
2. **Reports from Portfolio holders not covered elsewhere on the agenda – None.**
3. **Council Matters**
4. To consider the proposed meeting dates for 2018.

**RESOLVED: It was proposed and agreed to approve the meeting dates as presented.**

1. **Finance.**
2. To approve payments of:

|  |  |  |
| --- | --- | --- |
| Zöe Godden | Salary July 2017 | £219.13 |
| Milborne Port Computers | Website design and set-up | £271.00 |
| BOC Ltd | 2 x defibrillator, cabinets and associated items | £2815.00 |
| Michael Donovan | Cole notice board | £385.00 |
| Zöe Godden | Salary Aug & expenses July & Aug 2017 | £276.16 |
| D R Jury | Transfer of website hosting | £30.00 |

It was noted that the first four payments had been made during August as a meeting was not held during that month.

**RESOLVED: It was proposed and agreed to approve the payments as presented and that Councillors Brook and Knight would sign the cheques. As Councillor Brook was not present, Councillor Knight agreed to arrange for the cheques to be signed by Councillor Brook outside of the meeting.**

**(Action Cllr Knight)**

Councillor Knight asked for assistance making adjustments to the new notice board in Cole and Councillors Currie and Wells agreed to help.

**(Action Cllrs Currie, Knight and Wells)**

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

**Noted.**

Councillor Currie reported that certain consumables would be required for the new defibrillator units and the Clerk was asked to add £240 to the budget for future precept requests.

Councillor Knight reported that a group of residents was interested in painting the telephone box in Cole and had suggested that it could be used as a book exchange.

Members discussed the idea of allocating earmarked reserves for the above two projects and any other projects that may come about in the future.

1. To note receipt of the Annual Return 2016/17 from the external auditor.

**Noted.** The Clerk said she would ensure the Annual Return was added to the website.

**(Action Parish Clerk)**

1. To consider allowing the Clerk to attend a Society for Local Council Clerks Regional Training Seminar on 22nd November and contributing one third of the total cost of £69.00 plus £43.20 mileage, equalling £37.40.

**RESOLVED: It was proposed and agreed that the Clerk could attend the event and that one third of the costs would be covered by the Parish Council.**

1. **Correspondence/Publications received for report:**
2. Barclays Bank – Notification of the closure of the Castle Cary branch.

**Noted.** Councillor Currie reported that the branch had already closed.

1. Bruton Town Council – Thank you letter for the £100 contribution to a new SID

**Noted.**

1. SSDC – Request for the Parish Council to write a letter of support for more local access to Artificial Grass Pitches and to consider making a small financial contribution to such facilities.

It was **agreed** that the Parish Council was eager to support the principle of more local access to Artificial Grass Pitches but would prefer to support a specific project rather than a concept. Members commended SSDC for taking an interest in less supported ideas but was not able to contribute financially at this time.

**(Action Parish Clerk)**

1. Local Government Boundary Commission – Invitation to comment on possible changes to Warding arrangements in South Somerset.

Members did not wish to comment at this time.

1. SSDC – Request for members to ensure their Register of Interest forms are up to date.

Councillors Currie, Donald, Knight and Waller had confirmed that no changes were needed to their Register of Interest forms. Councillor Comer needed to make some changes and the Clerk had already emailed a blank form to her. Councillor Wells agreed to check his form and let the Clerk know if any changes were required. Councillor Brook also needed to check her form and the Clerk would email her a reminder.

**(Action Parish Clerk, Cllrs Brook, Comer and Wells)**

1. **Any Other Business:** None.
2. **Date of the next Parish Council meeting: 10th October2017 at 7.30pm**

**The meeting ended at 20:34.**

Signed Date