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

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

**Clerk:** Zöe Godden

There were 2 members of the public present at the start of the meeting.

**Public Open Session**

A representative from Pitcombe Parochial Church Council notified members of plans to apply for a change of use planning application on a field near the Church to provide additional car parking for use by people attending events and services at the Church.

A representative from Pitcombe Parochial Church Council explained the increase in the grant request to the Parish Council.

Members of the public reported the presence of potholes in Lancombe Lane and leaf and mud debris on Lime Kiln Lane. The Chairman said these issues would be reported to the relevant authorities.

**The meeting started at 19:51.**

1. **Apologies:**  Councillor Donald, County Councillor Anna Groskop and PCSO Tim Russell
2. **Declarations of Interests:** Councillor Knight declared a disclosable pecuniary interest in item 8. iv as one of the payments was for him.
3. **Minutes:** The minutes of the Parish Council meeting held on 14th November were agreed as a correct record and signed by the Chair.

It was **agreed** to take item 8 at this point in the meeting.

1. **Finance.**
2. To review the Budget vs Spend sheet to date.

**Noted.**

1. To approve the cash book and bank reconciliation for November 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.**

1. To consider a grant request from Pitcombe PCC for graveyard maintenance and sign a cheque as required.

After some discussion, it was understood that the grant application received was intended for the financial year 2018-19, not 2017-18 as first thought.

**RESOLVED: It was proposed and unanimously agreed to give a grant of £1000 to Pitcombe PCC in the 2018-19 financial year and to waive the requirement for a grant application form to be completed for the 2017-18 financial year.**

**(Action Parish Clerk)**

It was **proposed** to give a grant of £900 to Pitcombe PCC for the 2017-18 financial year. There was no seconder so the proposal was **withdrawn.**

**RESOLVED: It was proposed and unanimously agreed to give a grant of £1000 for the 2017-18 financial year and to sign a cheque accordingly.**

**20:09** - One member of the public left the meeting.

1. To approve payments of:

|  |  |  |
| --- | --- | --- |
| Zöe Godden | Salary and expenses November 2017 | £269.19 |
| John Knight | Refund of Grove Cross refreshments | £ 8.49 |
| Henstridge Parish Council | 15% share of Clerk's SLCC membership 2018 | £ 30.20 |

**20:10** – Due to the previously declared disclosable pecuniary interest, Councillor Knight did not take part in discussions or voting for item iv and Councillor Comer took the Chair.

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

**20:11** – Councillor Knight retook the chair for the remainder of the meeting.

Councillor Knight reported that the notice board at the junction of Cole Road and the A359 had been damaged. Councillor Currie had purchased and fitted replacement glass, incurring a cost of £32.14.

**RESOLVED: It was proposed and agreed that Councillor Currie should be reimbursed for the cost of the replacement glass and that a cheque should be signed accordingly. This was in line with financial regulation 4.4.**

1. To note the Clerk’s report and additional information from South Somerset Community Accessible Transport (SSCAT) and consider earmarking a three-year rolling contribution towards SSCAT’s running costs.

The Clerk’s report was noted.

**RESOLVED: It was proposed and unanimously agreed to earmark £200 per year for the next three years for SSCAT.**

**(Action Parish Clerk)**

The Clerk was asked to impose a deadline of the November meeting for receipt of future grant requests and to add this to the grant application form. The Clerk was also asked to ask SSCAT for copy to promote their services for inclusion in the February 2018 edition of the Parish Magazine.

**(Action Parish Clerk)**

1. To note that the Clerk has booked a place on a free training event relating to the General Data Protection Regulation changes that must be implemented by May 2018 and to consider paying one third of the mileage costs, amounting to £8.55.

**RESOLVED: It was proposed and agreed that the Parish Council would pay one third of the mileage costs as requested.**

1. **To receive reports from**
2. **County Councillor Anna Groskop** had sent her apologies.
3. **District Councillor Mike Beech** was not present
4. **PCSO Tim Russel** had sent his apologies and forwarded his usual report, which is attached to these minutes.
5. **Matter Arising for report:**
6. **Highways and Drains:** Councillor Knight reported that remedial work to the ongoing problems at Pitcombe Hill was likely to take place soon.
7. **Defibrillator project**: Councillor Currie informed members that news on additional signage and training would be available at the next meeting. The defibrillator unit at the Girls’ School had been used and the pads replaced from stock.
8. **Grove Cross:** Councillor Knight summarised discussions from the last Grove Cross meeting. Paul Rawson from Emily Estates had drawn up a specification for submission to consultants who would be able to help with feasibility studies. Councillor Knight had written a piece about the nature of the problems at Grove Cross that could be used when approaching organisations for grants. The next meeting would be arranged for mid to late January.
9. **Informal meeting with Bruton Town Council regarding SSDC’s review of the Local Plan:** Councillor Knight reminded members of the location of two parcels of land that had been identified in the Bruton Town Plan as possible development sites. It was noted that this site straddled the border between Bruton and Pitcombe and that any development there would compromise the demarcation between the two. No plans had been submitted for the site and there was no further action to be taken.
10. **To review Planning Applications, Road Closures, Foot Path Diversions.**
11. Outcomes of applications considered at previous meetings: **None.**
12. New Planning Applications: **17/04180/OUT** – Outline application for the development of a farmhouse, associated agricultural buildings, amenity space, fodder store, machine store and livestock buildings, Land at Wyke Road, Ansford, Castle Cary.

**RESOLVED: It was proposed and agreed that the Clerk should acknowledge receipt of the information and inform SSDC that the Parish Council did not wish to make any comment.**

**(Action Parish Clerk)**

1. Other Planning matters: **None.**
2. Temporary Road Closures: Wyke Road from 180m south west of the junction with Easthill Lane to Whitehouse Farm, southwestwards for a distance of 545 metres, from 25th November for 4 weeks.

**Noted.**

1. Path Diversions - **None.**
2. **Reports from Portfolio holders not covered elsewhere on the agenda.**

**Footpaths:** Councillor Brook reported that SCCwould be sending a surveyor to assess the maintenance requirements at the bridleway at Gantts Mill. Councillor Wells reported that he had sourced a cheaper Bristol gate for installation at on footpath WN22/7 and that the landowner was happy with the arrangements. Councillor Knight reported a stile in poor condition at footpath WN22/13. Councillor Brook agreed to look into this.

**(Action Councillor Brook)**

1. **Correspondence/Publications received for report:** SCC – Notification of the termination of the Speed Indicator Device scheme and invitation to the Parish Council to initiate its own scheme – The Clerk said that this matter did not affect the Parish Council directly as Bruton Town Council placed one of its own SIDs on Cole Road in Pitcombe. The Clerk was instructed to contact Bruton Ton Council to ask when the SID would next be placed in Cole Road and to ask for sight of the result from this an any recent installations.

**(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.*

Councillor Waller suggested adding a new budget line to the 2018-19 budget to account for the various additional maintenance work carried out by the Parish Council.

**(Action Parish Clerk)**

1. **Date of the next Parish Council meeting: 9th January 2018 at 7.30pm**

**The meeting ended at 20:58**

Signed Date