**Minutes of a meeting of the Parish Council held on Tuesday 9th January 2018 at Hadspen Village Hall**

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

**Clerk:** Zöe Godden

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

**19:30 – Public Open Session**

Members heard residents’ concerns about development at a farm in the Parish that was thought to be taking place without the relevant planning permission.

**19:45 - Two members of the public left the meeting**

**The meeting started at 19:46**

1. **Apologies:** Councillor Currie, County Councillor Anna Groskop and PCSO Tim Russell.
2. **Declarations of Interests:** Councillor Comer declared a disclosable pecuniary interest in item 6 ii.
3. **Minutes:** The minutes of the Parish Council meeting held on 12th December 2017 were agreed as a correct record and signed by the Chair.
4. **Reports:**
5. County Councillor Anna Groskop had sent her apologies.
6. District Councillor Mike Beech was not present.
7. PCSO Tim Russell had sent his apologies and forwarded his usual report (attached to these minutes). The Clerk reported that a Partners and Communities Together (PACT) meeting would be held on Tuesday 20th February from 7 – 9pm at Ansford Academy, providing an opportunity for communities to put their policing concerns directly to the Neighbourhood Team.
8. **Matter Arising for report:**
9. Highways and Drains:
10. Update – Councillor Knight informed members that he had reported the potholes in Lancombe Lane, which had been brought to the Parish Council’s attention at the last meeting, to County Highways. A further complaint had been received by Councillor Knight from a resident. County Highways had visited the site but did not judge the potholes to be in need of attention at this time. Councillor Knight said he would report the matter again.

Councillor Knight also reported that he had asked SSDC to send a street sweeper to clean Lime Kiln Lane. This had yet to take place and Councillor Knight said he would follow up with SSDC.

**(Action Cllr Knight)**

1. To note receipt of an order from the Department of Transport to re-route part of the A371 in line with planning application 16/03655/FUL.

**Noted.** The Parish Council did not wish to comment.

1. To discuss possible installation of a visibility mirror in the bank at the junction of Old Station Lane and Sunny Hill to assist drivers emerging from the lane.

The Clerk was instructed to contact County Highways to ask how we go about getting such a mirror installed and how it could be funded.

**(Action Parish Clerk)**

1. To note that Bruton Town Council was finding it difficult to run its Speed Indicator Device scheme and to consider offering assistance.

Councillor Knight offered to ask for a volunteer to help via Pitcombe News.

**(Action Cllr Knight)**

1. To hear an update on the defibrillator project, including information on the cost of providing training and signage. (RC)

Councillor Knight reported that both defibrillators had been registered with the ambulance service, so they could be used locally by paramedics if required.

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

**17/04360/S73A** – Application to remove condition 4 of planning permission 82508 (agricultural occupancy condition), Barn Close, Hadspen, Castle Cary BA7 7LW – Granted with conditions

**Noted.**

1. New Planning Applications: **17/04814/FUL** – The erection of a side extension to existing energy building, Hadspen House, Hadspen Estate, Hadspen, Castle Cary, BA7 7NG.

**20:02 – Councillor Comer left the room and took no part in discussions or voting for this item due to the previously declared disclosable pecuniary interest.**

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

**(Action Parish Clerk)**

**20:03 – Councillor Comer returned to the meeting.**

1. Other Planning matters:

To note receipt of Garden Settlement proposals from Grassroots Planning Ltd and to consider making a response.

Members **agreed** that any such Garden Settlement would need to be well developed with appropriate infrastructure. Within the context of wider the South Somerset environment, a Garden Settlement could be a distinct advantage, addressing the lack of 5-year land supply and taking pressure off towns and villages in terms of having to absorb additional development.

The Clerk was instructed to make these representations to SSDC’s Local Plan Review consultation.

**(Action Parish Clerk)**

1. Temporary Road Closures:

Lodge Hill from 300m south east of junction with Crockers Hill, south eastwards for a distance of 360 metres from 12th February for 3 days.

**Noted.**

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

**Footpaths:** Councillor Brook reported that she had yet to hear back from Eve Wynn regarding a survey to assess maintenance work required to the bridleway at Gantts Mill and the required replacement stile at footpath WN22/13. Councillor Brook said she would follow up on these matters.

**(Action Cllr Brook)**

1. **Finance.**
2. To review the quarter three Budget vs Spend sheet.

**RESOLVED: It was proposed and agreed to approve the quarter three budget sheet as presented.**

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

It was **agreed** to defer this matter to the next meeting as the Clerk had not yet received the bank statement for the period.

1. To approve the following payments made at the December 2017 meeting:

|  |  |  |
| --- | --- | --- |
| Martin Jennings | Hedge and verge trimming | £150.00 |
| Robin Currie | Replacement glass for notice board | £ 32.14 |

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

1. To approve payments of:

|  |  |  |
| --- | --- | --- |
| Zöe Godden | Salary and expenses December 2017 | £244.33 |
| HMRC | Income tax Oct to Dec 2017 | £ 16.20 |
| Viking | Printer cartridges | £ 24.44 |

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

1. To consider renewing the Internet Security licence on the Clerk’s laptop for either one year at £27.94, two years at £50.33 or three years at £67.90 and to sign a cheque accordingly.

**RESOLVED: It was proposed and agreed to renew the internet security licence for two years.**

**(Action Parish Clerk)**

1. To agree the 2018/19 budget.

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

**(Action Parish Clerk)**

1. **Correspondence/Publications received for report:**
2. CPRE – Autumn/Winter newsletter – **Noted.**
3. Nick Weeks, Chairman SSDC East – Email thanking the Council for its contribution to the South Somerset Community Accessible Transport scheme – **Noted.**

The Clerk added that she had received an email of thanks from Pitcombe PCC for the grant payment of £1000. A grant payment from SALC relating to the Transparency Code, for the sum of £359.04 had also been received and banked.

1. **Any Other Business:**

Councillor Waller reported that the Parish Council notice board at the junction of the A359 and Sunnyhill had been vandalised. It appeared that the fire hydrant marker stone had been pulled from the ground and used to smash the notice board glass. The matter had been reported to the Police and a crime number had been given. It was noted that the glass from this same notice board had been damaged the previous month but that this incident was thought to have been an accident. Councillor Knight said he would forward photographs of the damage to the Clerk.

**(Action Cllr Knight)**

The Clerk was instructed to forward the photographs of the damaged notice board to PCSO Tim Russell.

**(Action Parish Clerk)**

Following representation by residents during the Public Open Session, the Clerk was instructed to contact Planning Officer Lee Walton at SSDC to ask for clarification regarding the development allowed on the site and to find out if the works completed to date are allowed.

**(Action Parish Clerk)**

Councillor Comer reported that the Bruton 100s stone had been knocked over and that she would ask her husband to stand it up.

**(Action Cllr Comer)**

Councillor Knight reported that two quotes had been obtained, by Paul Rawson of Emily Estates, from contractors to supply options for improvements to the junction at Grove Cross.

Councillor Knight noted that the next meeting of the Flood Action Group would take place on Monday 15 January.

1. **Date of the next Parish Council meeting: 13th February 2018 at 7.30pm**

**The meeting ended at 20:48.**

Signed Date