**Minutes of a meeting of the Parish Council held on Tuesday 10th April 2018**

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

**Clerk:** Zöe Godden

Five members of the public were present at the start of the meeting.

**The meeting started at 19:30**

1. **Apologies:** Councillor Donald and PCSO Tim Russell.
2. **Declarations of Interest:** Councillor Comer declared a personal interest in items 6 ii b and 6 ii c.

1. **Minutes:** The minutes of the Parish Council meeting held on 13th March 2018 were agreed as a correct record and signed by the Chair.

It was **agreed** to take item 6 at this point in the meeting.

1. **To review Planning Applications, Road Closures, Foot Path Diversions.**
2. Outcomes of applications considered at previous meetings: **None**
3. New Planning Applications:
4. **18/00929/FUL & 18/00930/LBC –** The carrying out of various alterations, extensions to outbuildings and change of use of Shatwell House into hotel to provide 17 No. units of accommodation (Use Class C1) and change of use of associated adjacent buildings into visitor accommodation to include new 'pool barn' to provide ancillary leisure facilities for guests, new 'Granary' building and associated landscape works including new landscaped car park and new private access track linking to Hadspen House (Revised Application). Shatwell House, Shatwell Lane, Yarlington. BA9 8DL

**19:32** – The Chair allowed a Public Open Session

Members heard comments from neighbours.

**19:41** – The Chair brought the Public Open Session to a close

The Chair read out a series of letters between residents Mr and Mrs Hallam, SSDC and the applicant, which confirmed that the Hallam’s had no objection to the application in principle but were unhappy with the new location of the entrance drive. The drive would be visible from their property but had previously been located behind trees, meaning that visual amenity would now be negatively impacted and noise from the increase in vehicles using the driveway would not be dampened.

**19:46** – Mr Rawson (the applicant) arrived at the meeting and the Chair allowed a further Public Open Session.

Mr Rawson explained that the application incorporated minor changes to some building details and realignment of the access driveway. These changes would improve the historic setting of the buildings, improve access for emergency vehicles and provide an adequate turning circle for refuse collection vehicles. Mr Rawson added that he had sought and received pre-application advice from SSDC. Mr Rawson added that he expected any mitigation for the concerns of neighbours would be achieved by a planning condition.

An employee of the adjoining neighbour said that her employer would be happy to give over any necessary land to enable a suitable boundary treatment to mitigate the impact of the new driveway location.

**19:52** – The Chair brought the Public Open Session to a close

Members discussed the application and gave consideration to the issues raised by residents.

**RESOLVED: It was proposed and agreed that the Parish Council recommended approval of the application but that approval by SSDC should be conditioned, specifying a boundary treatment to the driveway agreed as acceptable to all parties including the applicant and neighbouring residents.**

**(Action Parish Clerk)**

1. **18/00789/FUL & 18/00790/LBC –** The erection of a new boundary wall. Hadspen House, Hadspen Estate, Hadspen. BA7 7LX

**RESOLVED: It was proposed and agreed that the Parish Council recommended approval of this application.**

**(Action Parish Clerk)**

**19:59** – Three members of the public left the meeting.

1. **18/00665/FUL –** The carrying out of internal and external alterations to include the erection of a single storey rear extension and demolition of outbuilding. Priddles Hill House, Lime Kiln Lane, Hadspen. BA7 7LX

**20:02** – The Chair allowed a Public Open Session

Members heard information from the applicant about the choice of render. This had been negotiated with SSDC’s Conservation Officer, who had been keen that the extension was in keeping with the main dwelling but that it should also have a 21st Century feel.

**20:05** – The Chair brought the Public Open Session to a close

Members discussed the application and some felt that the render finish proposed was not in keeping with the style of most other dwellings in Lime Kiln Lane.

**RESOLVED: It was proposed and agreed that the Parish Council supported the application in principle but, regarding the render finish, the Parish Council asked that SSDC and the Conservation Officer gave further consideration to the finish of the building in relation to the other buildings on Lime Kiln Lane, which are of local stone.**

**Four votes in favour; two abstentions – Councillor Comer asked for her abstention to be noted in the minutes.**

**(Action Parish Clerk)**

1. Other Planning matters: To note that, from 27th April 2018, SSDC will no longer issue paper copies of planning decision notices and that SSDC is recommending that Parish Councils sign up to the weekly list of planning applications.

**Noted.** The Clerk was instructed to contact SSDC to inform Officers that the Parish Council wished to continue to receive a full set of papers for each planning application.

**(Action Parish Clerk)**

1. Temporary Road Closures: Shute Lane from the junction with West End and High Street (A359), north-westwards for a distance of 700 metres, from 23rd April for one day.

**Noted.**

**20:18** – The Chair allowed a Public Open Session

Mr Rawson reported on two aspects of highway works that would be taking place during the next six months in relation to developments at Hadspen House. Improvements to the rear entrance to the estate on the A359 would be carried out. The A359 would not be closed completely, but there would be lane closures at times. Secondly, work to install an underpass under the A371 and to straighten the road would begin soon. Mr Rawson said he would share more information with the Parish Council when it was available.

**20:21** – The Chair brought the Public Open Session to a close.

1. Path Diversions - None.
2. **To receive reports from**
3. County Councillor Anna Groskop was not present.
4. District Councillor Mike Beech was not present.
5. PCSO Tim Russell had sent his apologies.

**20:22** – The three remaining members of the public left the meeting.

1. **Matter Arising for report:**
2. Highways and Drains: Update

Councillor Currie reported that water from the field opposite Sexeys School on the A359 had been flowing onto the road. The Clerk was instructed to contact County Highways to report this and to request that steps are taken to ensure that water from the field no longer flows onto the road.

**(Action Parish Clerk)**

1. To note that improvement works have commenced at the Village Hall car park.

**Noted.**

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

Members recorded their thanks to Councillors Currie and Knight and to Charles Brook for installing a new kissing gate on footpath WN 22/13.

Members further recorded their thanks to Councillor Wells, who had installed a new Bristol gate on footpath WN 22/7.

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

**Noted.**

1. To approve the cash book and bank reconciliation for March 2018.

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 approve payments of:

|  |  |  |
| --- | --- | --- |
| Zöe Godden | Salary and expenses March 2018 | £266.50 |
| HMRC | Income Tax January to March 2018 | £ 16.40 |
| Charles Brook | Materials for installation of kissing gate | £ 105.80 |

**RESOLVED: It was proposed and agreed to approve an additional payment of £260 to Prompt Cabins Town and Country for the new Bristol Gate installed on footpath WN 22/13. This expenditure had been agreed at the Parish Council meeting on 10th October 2017.**

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

1. **Correspondence/Publications received for report:**
2. SSDC – Invitation to comment on the Draft Strategic Housing Framework 2018 – 2022

Members did not wish to comment.

1. Castle Cary Town Council – Invitation to comment on the Castle Cary and Ansford Neighbourhood Plan

Members agreed that the Neighbourhood Plan was an impressive document.

1. SSDC – Invitation to attend information events relating to the General Data Protection Regulations; to agree if a member(s) will attend at a cost of £10.00 each; to agree that the Clerk may attend at a cost of £25.00 to be shared with Charlton Horethorne and Henstridge Parish Councils.

**RESOLVED: It was proposed and agreed that the Clerk could attend the event.**

**(Action Parish Clerk)**

1. SSDC – To agree any issues the Council would like to be raised at the Annual Town and Parish Council meeting on 23rd April.

It was **agreed** that members wished to address the lack of support from County Highways and poor road conditions.

**(Action Parish Clerk)**

1. SALC – Invitation to comment on a review of Local Government Ethical Standards.

Members did not wish to comment.

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.*

1. **Next meeting:** The next meeting will be the Annual Parish Meeting, taking place at 7pm on 15th May, with the main Parish Council meeting following straight afterwards.

**The meeting ended at 20:45.**

Signed Date