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

**Present:** Councillors J. Knight, R. Currie, C. Donald and R. Waller

**Clerk:** Zöe Godden

No members of the public were present at the start of the meeting.

**Meeting started at 19:30.**

1. **Apologies:** Councillors Brook and Comer, County Councillor Groskop and PCSO Tim Russell.
2. **Declarations of Interest:** There were no declarations of interest.
3. **Minutes:** It was **agreed** to defer approval of the minutesof the Parish Council meeting held on 12th June 2018, until the next meeting because the paper copy had not been brought to the meeting.

**19:34** – One member of the public entered the meeting.

1. **To elect a Vice-Chair to the Parish Council.**

It was **agreed** to defer this matter until the next meeting.

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 Russell** had sent his apologies and provided the Council with a report, which was noted and is attached to the minutes.
5. **Matter Arising for report:**
6. Highways and Drains – Update.

Councillor Knight reported that the pot holes in Mill Lane had been marked for repair. The damage had been caused during the recent Strutters Hill diversion.

1. To note that some members attended an exhibition of archaeological finds at the Hadspen House estate and to hear any relevant points.

Councillor Knight reported that he and Councillors Donald and Waller had attended the presentation at Hadspen House. A Roman villa had been unearthed and a mosaic lifted for preservation. Two thirds of the excavation was to be covered to preserve it. The remaining third would be made into a museum and would house the mosaic. The Roman villa was to be rebuilt in an adjacent field. This would be an additional attraction to be included within the Hadspen House complex.

1. To receive a response from SALC confirming that Planning Authorities can choose to adopt a Community Infrastructure Levy system or not.

Members noted information from the Somerset Association of Local Councils confirming that Planning Authorities can indeed choose whether to adopt a CIL system or not, as per the Planning Act 2018 s 206.

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

**18/01369/FUL** - The erection of a single storey building to be used as a gymnasium in connection with hotel/spa under construction, Hadspen House, Hadspen Estate, Hadspen, Castle Cary. BA7 7NG – **Granted with conditions.**

**Noted.**

1. New Planning Applications:
2. **18/00415/CPO** - Extension for the extraction of Hadspen Stone (Change from “phased” to “no phased” restoration), Hadspen Quarry, Grove Farm Quarry, Lime Kiln Lane, Hadspen. BA7 7NX

Councillor Knight reported that this planning application was to be superseded by a new application. It was therefore **agreed** to defer making comments until the new application had been received.

1. **18/01758/TPO –** Application to fell 1 tree and carry out further tree works to trees within Tree Preservation Order SSDC (PITC 1) 2011, Mr Niall Hobhouse, Embankment, Shatwell Lane, Yarlington.

It was **agreed** that the Council did not wish to comment on this application.

1. Other planning matters – No other planning matters were raised.
2. Temporary Road Closures – There were no temporary road closures to report.
3. Path Diversions – There were no path diversions in place. It was noted that the rotted finger post on footpath WN 22/9 had been replaced with Waymark stickers.
4. **Reports from Portfolio holders not covered elsewhere on the agenda –** No additional reports were received.
5. **Finance.**
6. To review the Budget vs Spend sheet.

**Noted.**

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

The cashbook and bank reconciliation were checked by Councillor Waller.

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

1. To approve payments of:

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| --- | --- | --- |
| Zöe Godden | Salary and expenses June 2018 | £234.98 |
| HMRC | Income Tax June 2018 | £ 47.40 |
| Zöe Godden | Salary July 2018 (post dated 31/07/2018) | £ 189.72 |
| HMRC | Income tax July 2018 (post dated 31/07/2018) | £ 47.60 |

The Chairman explained that there would be no meeting in August, so the Clerk’s July salary and the associated income tax payments for July needed to be dealt with by way of post dated cheques. It was noted that only one cheque signatory was present at the meeting. It was **agreed** that Councillor Knight would arrange for Councillor Comer to sign the cheques outside of the meeting and then forward the cheque book to the Clerk for processing.

**(Action Cllr Knight)**

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

1. **Council Matters:**
2. To note receipt of guidance from the Parish Council’s insurers and BT regarding insurance and future uses of the recently acquired telephone box and to agree any action to be taken.

The Clerk reported that BT had advised that moving the telephone box to a different location would be very difficult due to its weight. If the box was moved, it would need to be stress tested at the new location to ensure its stability and safety for use. BT had estimated the replacement value of the telephone box to be £2700. The Clerk had contacted the Parish Council’s insurance company to ask if a telephone box of this value could be added to the insurance policy and to enquire as to any additional costs. The insurance company had confirmed that the telephone box could be added to the street furniture category of the policy at no additional cost.

**RESOLVED: It was proposed and agreed that the Clerk should add the telephone box to the insurance policy.**

**(Action Parish Clerk)**

Councillor Knight reported that one of the telephone box’s glass panes has been broken. It was **agreed** that Councillors Currie and Knight would look into sourcing a replacement pane.

**(Action Cllrs Currie and Knight)**

Councillor Knight further reported that two residents had volunteers to look after the telephone box and keep it clean and could possibly paint it, in due course. The volunteers were thinking of starting a magazine exchange, list of trusted contractors or suchlike. It was noted that the telephone box was leaning slightly. It was **agreed** that Councillors Knight and Wells would find out if the lean could be righted.

**(Action Cllrs Knight and Wells)**

1. To note that the Church is holding a special service on 11th November to mark the 100 year anniversary of the Armistice and to agree a member(s) to attend.

It was **agreed** that Councillors Donald and/or Waller would attend the service on behalf of the Parish Council.

**(Action Cllrs Donald and Waller)**

1. **Correspondence/Publications received for report.**
2. SCC – Improving Lives Strategy questionnaire – to agree a member(s) to respond.

Members **agreed** that they did not wish to complete the questionnaire.

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 Chairman reported that he had been contacted by residents who were concerned about development activity taking place on the railway cutting close to the junction of Mill Lane and Church Lane. A vehicle access onto the A359 had been formed and some substantial drainage installations were underway. Councillor Knight had reported this to SSDC who had put a stop on the work. County Highways were also aware.

Councillor Donald reported that the recently discussed nuisance noise caused by bird scarers had ceased.

1. **Date of the next Parish Council meeting: 11th September 2018 at 7.30pm**

**The meeting ended at 20:08.**

Signed Date