**Members are summoned to the Pitcombe Parish Council Meeting to be held at 7.30pm on Tuesday 13th November 2018 at Hadspen Village Hall.**

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, age and any disability) Crime & Disorder, Health & Safety and Human Rights.

Members of the public are invited to attend. The Chairman will allow a period of 10 minutes for questions from the public before the meeting begins.

1. **To receive Apologies for Absence.**
2. **To receive Declarations of any Unregistered Disclosable Interests.**
3. **To approve the minutes of the Parish Council meeting held on 9th October 2018.**
4. **To receive reports from**
5. County Councillor.
6. District Councillor.
7. PCSO.
8. **Matter Arising for report:**
9. Highways and Drains
10. Update.
11. To note SCC’s changes to highways winter services, including removal of the supply of grit and reduction in precautionary gritting and to agree any action to be taken.
12. **To review Planning Applications, Road Closures, Foot Path Diversions.**
13. Outcomes of applications considered at previous meetings:
    1. **18/01820/OUT**- Outline application for the erection of a dwelling with all matters reserved. The Railway Embankment, Land South of Pitt House, Mill Lane, Strutters Hill, Pitcombe – **Refused.**
    2. **18/02459/FUL -** The formation of a new access road to Shatwell Farm. Land OS 0041 Shatwell Lane, Yarlington – **Granted with conditions.**
    3. **18/03227/HOU & 18/03228/LBC -** The carrying out of internal and external alterations to convert roof space to form bedroom and shower room. Gants Mill Cottage, Gants Mill Lane, Bruton. BA10 0DB – **Granted with conditions.**
    4. **18/02171/FUL -** Erection of Milking Parlour building and construct associated cow paths and tracks. Land East of Ridge Lane, Hadspen, Castle Cary – **Granted with conditions.**
    5. **18/00415/CPO -** Extension for the extraction of Hadspen Stone. Hadspen Quarry, Grove Farm Quarry, Lime Kiln Lane, Hadspen. BA7 7NX- **Granted with conditions.**
14. New Planning Applications: **18/03123/TPO** - Application to carry out tree works to No. 2 Lime Trees known as T1 & T2 shown within Tree Preservation Order SSDC (Pitcombe No.1 1995 confirmed 13th March 1996). Application to carry out tree works within a conservation area (T3, T4, T5, G1 & G2 as shown on location plan). The Old School, Church Lane, Pitcombe. BA10 0PE
15. Other planning matters –
    1. To note that the Parish Council decided it was unnecessary to convene a special meeting to consider the following planning applications and made comments as follows: 18/03227/HOU & 18/03228/LBC - The carrying out of internal and external alterations to convert roof space to form bedroom and shower room. Gants Mill Cottage, Gants Mill Lane, Bruton. BA10 0DB. **RESPONSE TO SSDC -** Pitcombe Parish Council has not met to discuss the above applications because of the short timescale given for our response. All Councillors have discussed the application with each other verbally or by email and have reached the following decision: The Parish Council has no objection to the planning application.
    2. To hear any new information regarding SSDC’s stop notice on works at The Railway Embankment (planning application 18/01820/OUT) and agree any action to be taken.
    3. To note receipt of a response to the Clerk’s letter to SCC regarding the delay in dealing with planning applications and to agree any response.
16. Temporary Road Closures – None.
17. Path Diversions - None.
18. **Reports from Portfolio holders not covered elsewhere on the agenda.**
19. **Finance.**
20. To review the Budget vs Spend sheet.
21. To approve the cash book and bank reconciliation for September \ 2018.
22. To approve payments of:

|  |  |  |
| --- | --- | --- |
| Zöe Godden | Salary and expenses October 2018 | £209.98 |
| HMRC | Income Tax October 2018 | £47.40 |
| Viking Direct | Printer inks | £ 29.27 |
| Milborne Port Computers | Webstie maintenance & domain hosting | £114.00 |

1. For Councillors Donald and Waller to complete a bank mandate change form to add their names to the mandate and for the form to be authorised by Councillors Comer and Knight.
2. To note that the Clerk has completed a form from Barclays Bank asking for up to date details and for Councillor Knight to sign the declaration.
3. To consider a grant request from Pitcombe PCC for £1000 as a contribution towards graveyard maintenance in the 2019-20 financial year.
4. To consider a grant request from the Friends of Castle Cary Library for £100 per annum for three years from April 2019.
5. **Council Matters:**
6. To hear a report regarding emergency planning and agree any action to be taken. (RC)
7. To hear a response from Bruton Town Council regarding library funding and consider any further action to be taken.
8. **Correspondence/Publications received for report.**
9. SCC – To note that decisions on the Somerset Libraries Redesign have been published.
10. South Somerset Community Accessible Transport – To note receipt of an update for Town & Parish Councils.
11. Somerset Association of Local Councils – To note receipt of an invitation to SALC’s AGM on Tuesday 18th December at 6pm and to agree any member(s) to attend.
12. SSDC – To consider allowing the Clerk to attend a Council Tax Setting workshop on 19th November, mileage to be shared with her other two Parish Councils at £8.70 per Parish.
13. **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. **Date of the next Parish Council meeting: 11thDecember 2018 at 7.30pm**



Zöe Godden

Parish Clerk

5th November 2018