**Minutes of a meeting of Pitcombe Parish Council held on Tuesday 12th February 2019**

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

**Clerk:** Zöe Godden

There were no members of the public present at the start of the meeting

**The meeting started at 19:30.**

1. **Apologies:** No apologies had been received.
2. **Declarations of Interest:** There were no declarations of interest.
3. **Minutes:** The minutes of the Parish Council meeting held on 8th January 2019 were agreed as a correct record and signed by the Chair.

1. **To receive reports from**
2. County Councillor Anna Groskop was not present.
3. District Councillor Mike Beech was not present.
4. PCSO Tim Russell was not present
5. **Matter Arising for report:**
6. Highways and Drains: To note that SSDC’s Streetscene department has attended to clean the passing points in Lime Kiln Lane.

**Noted.**

In addition, it was noted that Sunny Lane was closed due to a large accumulation of mud. The Clerk was instructed to contact County Highways to say that the Parish Council would have liked to have been alerted to this road closure and to ask for the clean-up to be dealt with as soon as possible. The Clerk was instructed to copy the email to County Councillor Anna Groskop.

**(Action Parish Clerk)**

The issue of fly posting was raised and the Clerk was instructed to email all Parish Councillors with a link to the relevant reporting page from the SSDC website.

**(Action Parish Clerk)**

1. **To review Planning Applications, Road Closures, Foot Path Diversions.**
2. Outcomes of applications considered at previous meetings: **None.**
3. New Planning Applications: **19/00087/FUL** – Conversion of barn to a dwelling with associated alterations – Barn At 2 Mill Lane Cottages, Mill Lane, Pitcombe.

**RESOLVED: It was proposed and agreed that the Parish Council recommends approval of the application but would prefer the roof to be tiled rather than standing seam zinc and also would like confirmation that the windows will be of conservation specification.**

**(Action Parish Clerk)**

1. Temporary Road Closures – **UPDATED**: Strutters Hill from the junction with Pitcombe Rock, southwards for a distance of 530 metres, for 5 days from 18th February (07:00 – 19:00).

Councillor Comer noted that the road closure signage for the current temporary traffic lights on the A359, in place due to road widening for Hadspen House, could be better placed. Councillor Comer suggested a different position for the signage and the Clerk was instructed to forward this suggestion to County Highways.

**(Action Parish Clerk)**

In relation to the road closure at this agenda item (Strutters Hill), the Clerk was instructed to contact Highways to request that signage is put in place to alert drivers that Mill Lane is not suitable for diverted traffic. The Clerk was further instructed to request a site meeting with a Highways representative to confirm the locations of the additional signage and any other measures that might be appropriate. Councillor Knight offered to attend the site meeting.

**(Action Parish Clerk & Cllr Knight)**

1. Path Diversions - **None.**
2. **Reports from Portfolio holders not covered elsewhere on the agenda –** No additional reports were received.
3. **Finance.**
4. To review the Budget vs Spend sheet.

**Noted.**

1. To approve the cash books and bank reconciliations for December 2018 and January 2019.

The cash books and bank reconciliations were checked by Councillor Waller.

**RESOLVED: It was proposed and agreed to approve both cash books and bank reconciliations as presented.**

1. To approve payments of:

|  |  |  |
| --- | --- | --- |
| Zöe Godden | Salary and expenses January 2019 | £223.12 |
| HMRC | Income Tax January 2019 | £47.40 |
| Martin Jennings | Additional verge cutting | £144.00 |
| CPRE | Annual membership | £36.00 |
| Pitcombe News | Full page advert re Elections | £18.00 |
| Milborne Port Computers | Livedrive Unlimited Backup & domain charge | £120.00 |

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

1. To consider a request for funding towards the cost of The Somerset Wood, a WW1 memorial project.

Members discussed this issue and it was **agreed** that Councillor Donald would find out how many people from Pitcombe had died in WW1.

**(Action Cllr Donald)**

Councillor Currie suggested that, should the Parish Council decide to contribute to the maintenance of Somerset Wood, the day trees were planted should be marked with a small event in the Parish. The Clerk was instructed to add this matter to the next agenda for further consideration.

**(Action Parish Clerk)**

1. To consider a grant request from Yeovil Shopmobility and sign a cheque if required.

Members discussed Yeovil Shopmobility and the services it offered. The Clerk was instructed to send the Parish Council’s grant application form to the charity and to add this matter to a future agenda for consideration.

**(Action Parish Clerk)**

1. **Council Matters:** To consider a price for parish council-specific email addresses for members.

Members discussed this matter in depth. The Clerk was instructed to find out if the new email accounts could be added to smartphones and to report back to the next meeting.

**(Action Parish Clerk)**

1. **Items for report and for the next agenda**

*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 Clerk was instructed to add an item to the next agenda so that the Parish Council could consider contacting Emily Estates regarding the traffic impact of the new attraction and what their plans might be to manage it.

**(Action Parish Clerk)**

1. **Date of the next Parish Council meeting: 12th March 2019 at 7.30pm**

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

Signed Date