

CHARLTON HORETHORNE PARISH COUNCIL

Minutes of a meeting of the Council on Monday 11 July 2016 at 7.30 pm in the Village Hall

Present: Ann Reeder (Chairperson), Tim Daniel, Trevor Gill, Geoff McHugh and District and County Councillor William Wallace.

Clerk: Zöe Godden

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

1. To receive any apologies.

The Council noted apologies from Michael Hutchings and Tim Inglefield.

2. Public Open Session - to consider any matters raised by members of the public. The Chairperson will also invite members of the public to contribute during the meeting on appropriate matters.

Following comments from the public, it was **agreed** that:

- Tim Daniel would contact County Highways to ask for drains to be cleared in Violet Lane, near the junction with Blackford Road, as they frequently become blocked.
- Tim Daniel would follow up the previously reported 30 mph and No Through Road signs that are in the hedge and hidden from view in Cathill Lane.

Action: TD

- The Clerk would inform Tony Magson, the Parish Environmental Warden of overgrown vegetation on the path between the Church and the Manor.

Action: Parish Clerk

3. Members' declaration of interests.

Geoff McHugh declared a personal interest in item 9a as he is Chair of the Village Hall Committee.

4. To approve the minutes of the meetings held on 23 May and 15 June.

RESOLVED: It was proposed and agreed to approve both sets of minutes as presented.

5. To consider matters arising from the minutes, if any.

There were no matters arising.

6. Policy Matters
a. To sign off the Community Plan. (GM)

Ann Reeder congratulated the Community Plan working party on completing the Community Plan and noted their phenomenal achievement.

Geoff McHugh reported that the final version of the Community Plan was completed and now included an introduction, rationale and appendices, as well as the 26 policies formulated from the findings of the Community Plan. The whole Plan will be made available on the Parish Council website, but hard copies can also be obtained. Geoff went on to thank everyone who returned questionnaires and those who worked on the Community Plan working party. Geoff further noted that the entire Community Plan had been produced at no cost to the Parish and that it had been completed in only 10 months, which was considered to be extremely quick.

RESOLVED: It was proposed by Geoff McHugh, seconded by Trevor Gill and unanimously agreed to adopt the Charlton Horethorne Community Plan as presented.

Ann Reeder asked Margaret Cressey, Stephen Hall, Barbara James and David Peet, as members of the working group who were present, to stand and led a round of applause in recognition of the time they had volunteered. Ann went on to thank the other working group members Len Grant and Mel Oura, Tim Cook

from South Somerset District Council, Tim Daniel, Trevor Gill and Geoff McHugh for their input. Ann noted that Geoff had the idea for producing a Community Plan and expressed gratitude to him for leading the project.

7. Council Matters

- a. Transparency Code: To note the launch of the website www.charltonhorethornepc.org.uk (MH)

Ann Reeder reported that the Parish Council's website was now available to view and thanked Michael Hutchings, the Clerk and Jimmy Flynn from Milborne Port Computers for their work on this project.

It was **agreed** that the Clerk should arrange for the website address to be changed from www.charltonhorethorne.org.uk to www.charltonhorethornepc.org.uk.

Action: Parish Clerk

8. Financial Matters

- a. To approve the cash book and bank reconciliation for the period to 30 June 2016.

RESOLVED: The Cash Book and Bank Reconciliation for the period to 30 June 2016, as verified by Tim Daniel, were approved and signed by the Chair.

- b. To approve the following accounts for payment and two signatories for cheques:

Charlton Horethorne Village Hall	Use of Village Hall for meeting – May, June & July 2016	£40.00
Zöe Godden	Salary & expenses June 2016	£134.41
HMRC	Income tax re Z Godden	£31.20

All the cheque values were verified against the invoices presented by Geoff McHugh and the invoices signed as a correct match.

RESOLVED: The above accounts were approved for payment and Trevor Gill and Ann Reeder agreed as signatories.

- c. To note the budget outturn figures

Noted.

- d. To agree that a cheque for the Clerk's August salary can be signed before the next meeting on 19th September.

It was **agreed** that a cheque could be signed for the Clerk's August salary before the next formal meeting.

- e. Any other financial matters.

There were no other financial matters to discuss.

9. Correspondence

- a. To agree the letter of support for the village hall.

Ann Reeder reported that she had drafted a letter for the village hall to support a grant application for improvements to the hall. This had been circulated to all members before the meeting.

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

- b. Receipt of Rural Housing Action Plan – to agree a councillor(s) to make comments.

Trevor Gill reported that he had looked at the document and thanked South Somerset District Council for producing it. Trevor noted that the results of the recent Housing Needs Survey completed as part of the Community Plan, were included. It was **agreed** that Trevor Gill would send comments on behalf of the Parish Council and members should forward any comments to Trevor in time for the 5 August deadline.

Action: TG

10. Planning

a. To consider the following planning application and make a recommendation to SSDC.

16/02237/COL	Application for a lawful development certificate for continued use of dwellinghouse for residential purposes in breach of condition 4 (agricultural occupancy) of planning permission 830975 dated 05/09/1983	Mr M Wilford, Buscat Farm, Sigwells, Sherborne DT9 4LN
Trevor Gill noted that this application was identical to one received previously, which was supported by the Parish Council with the stipulation that all legal requirements were met.		
RESOLVED: It was proposed and agreed that the Parish Council supports this application.		

11. Items of Report / Future Business

a. Updates on lead member responsibilities and implementation of the Community Plan, if any (all CHPC)

Waterhouses - Having established that the two Waterhouses in question were on County Council land, Geoff McHugh had been in discussions with County representatives, who had no objections to repair work to the Waterhouses taking place, as long as the work was done safely and that no underground cables were disturbed. Formal written agreement that the work can take place had been received from adjacent landowners. The next step would be to hold a meeting of volunteers and work on raising funds for this project. Ann Reeder reported a suggestion by villagers that the village pump might be included in this project.

Highways - Tim Daniel noted that white lines and the disabled parking bay outside the pub had been renewed, but the markings outside the Manor had not been renewed at the same time. Tim informed members that he was pursuing this matter with County Highways.

Feast Day – Ann Reeder reported that she would be arranging a meeting to investigate the revival of the Feast Day, possibly for 29 June 2017. The date of the meeting would be advertised in the Parish Magazine.

District and County Councillor – William Wallace reported that no further funding was available for Small Improvements but that more may be available in September.

12. Public Open Session - to consider any matters raised by members of the public.

Following comments from the public, it was **agreed** that:

- Tim Daniel would ask why all of the white lines were not renewed when the work was carried out outside the pub.
Action: TD
- The Clerk would arrange for the Rural Housing Action Plan to be uploaded to the Parish Council website.
Action: Parish Clerk
- Geoff McHugh would seek to deal with an additional Waterhouse near the school, which was thought to belong to the Parsonage, after work on the initial two had been completed. Stephen Hall offered to speak to the owners of the Parsonage about this matter.
- The Clerk would request the attendance of a street sweeper from SSDC to remove debris from Cathill Lane and Water Lane.
Action: Parish Clerk
- The Clerk would look into a potential non-compliance with a planning condition at Honeyfield House.
Action: Parish Clerk

13. Date of Next Meeting: 19 September 2016.

Noted.

The meeting was closed at 20:10.

Agreed and signed by the Chair _____

Date _____