

CHARLTON HORETHORNE PARISH COUNCIL

Minutes of a meeting of the Parish Council on Tuesday 24 January 2017 in the Village Hall

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

Clerk: Zöe Godden

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

The meeting began at 19:30.

1. To receive any apologies.

Apologies had been received from Michael Hutchings and District and County Councillor William Wallace.

RESOLVED: It was proposed and agreed to approve the reasons for absence as reported.

Ann Reeder opened the meeting by offering condolences to the family of June Gear, noting that June had been very public spirited and would be missed as a regular attendee at the Parish Council meetings.

Ann went on to congratulate the organisers of the Village Pantomime on their 30th production.

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.

No matters were raised at this time.

3. Members' declaration of interests.

Geoff McHugh declared a disclosable pecuniary interest in the grant applications for the Village Hall and Waterhouses project, to be considered at item 7d. Geoff agreed that he would leave the room while grants were being discussed and would take no part in discussions or voting.

4. To approve the minutes of the meeting held on 12 December 2016.

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

5. To consider matters arising from the minutes:

- a. Follow up to the Wessex Community Land Trust presentation regarding mechanisms for delivering Community Plan policy HD2 'Affordable Housing' – to note the public meeting to be held on Thursday 2 March at 7 pm in the Village Hall (GM)

Geoff McHugh reported that, at the meeting on 2 March, information on what the Land Trust is and how it works would be shared and volunteers would be sought to become for members of the board to drive forward the affordable housing scheme.

- b. Renovation of Finger Posts– to decide whether the Parish Council is prepared to submit the application for the licence on behalf of the volunteer group in order for the fee to be waived by Somerset County Council; there would be no cost to the Parish Council(TD)

Tim Daniel reported that an additional volunteer had joined the group, taking the total to six. Tim went on to explain that Somerset County Council (SCC) guidelines stipulated that a S171 licence was required to allow the group to work on the finger posts in the Parish. The cost of the licence was £90 but SCC would consider waiving this fee if the Parish Council made the relevant application, although it was noted that the Parish Council would not be carrying out the work, simply facilitating the acquisition of the licence.

RESOLVED: It was proposed and unanimously agreed that the Parish Council would apply for a waiver of the fee for the s.171 licence if requested by the volunteer group.

Action Parish Clerk

- c. Christmas Tree shredding scheme – to report that Jane and Simon Purcell had kindly made space available on their forecourt for South Somerset District Council to collect Christmas Trees for shredding

Ann Reeder reported that 30 trees had been shredded and thanked the Purcells for allowing this activity to take place on their forecourt. It was noted that the chippings can be donated for use at the Millennium Green in future years, should the activity be repeated.

- d. Follow up on the removal of a liveried vehicle from the village. (TD)

Tim Daniel reported that said vehicle was removed after two more calls to the business concerned.

- e. Follow up to the public session by the Clerk – bus pass scheme and drain clearance

The Clerk reported that she had spoken with the bus-pass department at Dorset County Council and had been told that they did not run a cheque book scheme whereby bus-passes could be used for taxi and other public transport journeys. The Clerk had been told that this scheme was only known to exist in Suffolk.

The blocked drains reported at the last meeting had been reported to SCC via their website.

6. Council Matters, including implementation of the Community Plan

- a. To receive reports from members on their areas of responsibilities, specifically in relation to the Community Plan, if any, and to agree timescales for the relevant policies.

Housing & Waterhouses - Geoff McHugh noted that the Housing policies were being addressed by the planned Community Land Trust meeting mentioned at point 5a. The Waterhouses working group was awaiting confirmation that a grant would be received from the Parish Council, which would allow the group to apply for a further grant from South Somerset District Council (SSDC).

Traffic & Road Safety – Tim Daniel reported that, as requested by Charlton Horethorne Primary School, the Speed Indicator Device (SID) at Croft House on the Milborne Port Road had been rescheduled from 17 July week to the week beginning 30 October, to coincide with term time. The SID at the B3145 opposite the Village Hall due in the week 9 January had been delayed to the week beginning 5 June owing to staff illness. SID results from the site at Milborne Port Road had improved. Agreement had been reached with SCC to extend the 30mph speed limit to the top of Charn Hill by spring 2017. Also, the 30mph limit would be extended to Mount Lane on Milborne Port Road.

Feast Day – Ann Reeder reported that proposals and offers were being gathered for the Feast Day. Various ideas had been put forward and meetings were ongoing. Ann asked that if anyone wanted to be involved with the Feast Day, they should contact her.

7. Financial Matters

- a. To approve the cash book and bank reconciliation for the period to 31 December 2016.

RESOLVED: The Cash Book and Bank Reconciliation for the period to 31 December 2016, as verified by Trevor Gill, were approved and signed by the Chair.

- b. To approve the following accounts for payment and two signatories for cheques and to note and agree that the Clerk's January 2017 salary and expenses can be paid at this meeting in advance of the end of the month as the hours already had been used in preparation of the budget:

Zöe Godden	Salary & expenses December 2016 & January 2017	£293.15
HMRC	Income tax re Z Godden	£62.20
Milborne Port Computers	Milborne Port Computers – ESET security – 1 year	£27.94
Lifestyle Landscapes	Village Green Maintenance	£798.30

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.

Action Parish Clerk

- c. To note the 2016/17 budget outturn figures for the third quarter.

Noted.

- d. To agree the 2017/18 budget and set the precept.

The Clerk's budget report is attached to these minutes and should be referred to for detail on the agreed budget for 2017/18.

Ann Reeder explained the proposed changes to the budget line by line, as detailed in the Clerk's report.

19:50 - Geoff McHugh left the meeting at this point as the Village Hall grant application and a payment to the Waterhouse Project from the balance held for the Community Plan were considered and **agreed as £420 and £180 respectively.**

19:52 – Geoff McHugh returned to the meeting.

Additional information not in the Clerk's budget report:

Grants:

The Parish Council **agreed** the grant of £1200 to the Millennium Green Trust in 2017/18, as requested. The Parish Council reiterated its offer to support the Millennium Green Trustees in finding additional sources of funding. It was noted that the Parish Council valued the Millennium Green and recognised its importance to the community.

Ann Reeder reported that two further grant applications had been received, which did not appear to be within the scope of the grants policy of the Parish Council. The first was from the Level Lane/Warren Close residents' group. It was noted that, as the Lane was in private ownership, it would be impossible for the Parish Council to become involved. The Clerk had conferred with SCC who would not consider adopting any road unless it was brought up to an acceptable standard by residents ahead of the adoption and their policy was currently not to adopt any roads. Information given by SCC had been shared with the residents and it was suggested that Yarlinton Housing Group might be able to help with maintenance of Level Lane.

RESOLVED: It was proposed and unanimously agreed that the Parish Council would not award the grant as requested by the Level Lane/Warren Close residents' group as it was outside the scope of the grants policy.

The second additional grant was from Charlton Horethorne Primary School, asking for £500 towards loan repayment costs incurred as a result of their project involving drain and toilet refurbishment and repairs to a Pratten hut. It was noted that the school is Voluntary Aided and so receives additional financial support from the Diocese.

RESOLVED: It was proposed and unanimously agreed that the Parish Council would not award the grant as requested by Charlton Horethorne Primary School as it was outside the scope of the grants policy.

Reserves:

Ann Reeder explained that a proposed £400 could be added to the Parish Council's reserves. The Somerset Association of Local Councils advised that between 6 and 18 months' worth of running costs should be kept in reserve to cover any unforeseen costs. The addition of £400 would mean that the amount held in reserves would represent 9.5 months' worth. The Clerk also noted that it was necessary to put some funds aside for future work to the Village Green, to include maintenance to paving and possible removal of trees.

Council tax and capping:

Ann Reeder explained the breakdown of the council tax bill as presented at the previous meeting. District Councillor Tim Inglefield explained that SSDC was experiencing a year-on-year reduction in the revenue support grant it received from the Government and that, by 2019/20, there was a possibility that SSDC would be paying money back to the Government in the form of a negative grant. These reductions had to be passed on to Parish Councils. Tim went on to say that SSDC was engaging in a transformation programme, aiming to save £2 million, which would be achieved through natural 'wastage' of staff and the introduction of income generation activities.

RESOLVED: It was proposed and unanimously agreed to approve the budget for 2017/18 and the precept request of £6,382.

- e. Any other financial matters.

There were no additional financial matters to discuss.

8. Correspondence

- a. Avon & Somerset Police & Crime Commissioner (PCC) – Notification of a public forum to be held by PCC Sue Mountstevens on 2 February at 7pm at the Council Offices, Brympton Way, Yeovil - to agree a member(s) to attend.

Nobody was able to attend this event.

- b. Avon & Somerset Police & Crime Commissioner (PCC) – Invitation to make a nomination to the “Be Proud” awards – to consider making a nomination and agree a member(s) to complete the form.

Members did not want to make a nomination at this time.

9. Planning

- a. To note an appeal decision relating to the following planning application: 16/00929/PAMB – Land OS 9090 part Charlton Horethorne, Sherborne - Prior approval for the change of use of agricultural stock buildings to two dwellings.

Trevor Gill reminded members that the Parish Council was not consulted on the original planning application as PAMB applications do not require Parish Council consultation. SSDC had objected on the grounds that the barn was not structurally good enough to sustain the development and with regard to the character and appearance of the barns had they been renovated. The applicant appealed and the Planning Inspector supported the view that the structure was not strong enough but did not agree that character and appearance of the area would be adversely affected. Therefore, the appeal was only dismissed on the grounds of the structure, not the character and appearance which, Trevor noted, might have implications for the future.

- b. To consider the following planning applications and make recommendations to SSDC:

i	16/04152/FUL	Erection of a building ancillary to dwelling	Mr & Mrs Marchant, 635 Sherborne Road, Charlton Horethorne. DT9 4NJ
<p>Trevor Gill summarised the proposed development and informed members that there had been no neighbour objections. The only matter raised was that access to the site was quite difficult in terms of the delivery of materials, so it was suggested that the Parish Council should ask that due care would be given to neighbours’ property when materials are transported to the site and to ask for the addition of a condition, stipulating that any damage caused would be made good.</p> <p>RESOLVED: It was proposed and agreed to recommend approval of this application, although the Parish Council asked that due care is given to neighbouring property when delivering materials to the site, as access is difficult and that any damage caused is made good.</p>			
ii	16/05421FUL	Proposed new Apex building for the storage and repair of Agricultural Machinery	Mr H C Archer, Manor Dairy Farm, Charn Hill, Charlton Horethorne. DT9 4NZ
<p>Trevor Gill summarised the application and noted that the proposed works would result in the building being very close to the same height as the buildings already on the site. The footprint of the new building would be the same, although it would be at a slightly different angle to improve access to the rear.</p> <p>20:23 - The meeting was opened for public comment.</p> <p>The applicant described the need for the proposed development. Concerns were heard from a neighbour to the site, only one of which was pertinent to this application, which referred to the potential increase in traffic movements that might be incurred.</p> <p>20:30 – The public session was brought to a close.</p> <p>Members discussed the application and noted that it did not refer to any change of use of the site, which was currently agricultural. Any change of use would need to be covered by a separate application. It was also pointed out that the Community Plan stipulated that support should be given for new workshops and</p>			

office units as a means of keeping employment within the Parish. It was felt that the significant farming community in the Parish should be supported. It was acknowledged that there might be some increase in traffic movements, but it was felt that these would be minimal.

RESOLVED: It was proposed and agreed to support this application.

iii	17/00175/FUL	Change of use of redundant/disused forecourt to residential garden area and erection of stone boundary wall	Mr Simon Purcell, Service Station, North Road, Charlton Horethorne. DT9 4NL
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Trevor Gill summarised the application. All neighbours had been consulted and none objected.

20:36 - The meeting was opened for public comment.

The applicant confirmed that the underground fuel tanks had been maintained and tested as per legal requirements. All proper steps would be taken to ensure no contamination would occur and that the tanks would be filled with foaming concrete to make them safe.

20:38 - The public session was brought to a close.

RESOLVED: It was proposed and agreed to support this application.

10. Items of Report / Future Business

The Clerk was instructed to ensure that her budget report was made available on the Parish Council website.

Action Parish Clerk

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

There was some discussion about the Millennium Green and the content of the Trust Deed, concerning the Parish Council's responsibilities. Members were also informed that according to the recollection of a member of the public, at some time in the past, the Parish Council had agreed fully to fund the Millennium Green forever. It was **agreed** that these two matters would be looked into for clarification.

Action TD & Parish Clerk

District Councillor Tim Inglefield noted that grants might be available from SSDC to support the Millennium Green. The Clerk was instructed to contact Tim Cook, Neighbourhood Development officer, to find out more information.

Action Parish Clerk

There was a report of brambles overhanging the highway in Gunville Lane. Ann Reeder noted that these had been cleared by SSDC Streetscene during the recent village clean-up. The problem would be reported.

Action Parish Clerk

12. Date of Next Meeting: Monday 27 February at 7.30 pm.

The meeting ended at 20:56

Agreed and signed by the Chair _____

Date _____