

CHARLTON HORETHORNE PARISH COUNCIL

Minutes of a meeting of the Parish Council held on Monday 11 September 2017 in the Village Hall

Present: Michael Hutchings (Chairperson), Tim Daniel, Trevor Gill, Geoff McHugh and Ann Reeder

Also present: District and County Councillor William Wallace

Clerk: Zöe Godden

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

1. To receive any apologies.

Apologies had been received from District Councillor Hayward Burt and PCSO John Winfield.

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

Concern was raised by a member of the public regarding the excessive speed of traffic on Milborne Port Road, making it dangerous for pedestrians, especially as there was no pavement. Tim Daniel said that the Parish Council was aware of the problem and had been successful in having bollards installed at the junction with the B3145. Tim went on to say that more volunteers had joined Community Speedwatch (CSW) so the number of sessions could be increased on Milborne Port Road. Tim also said that the Parish Council was trying to liaise with County Highways to either extend the 30mph limit on that stretch of road or to introduce a 40mph buffer zone, but there had been some staff changes at Somerset County Council that had held up progress. Speed Indicator Devices (SID) are in use on Milborne Port Road twice a year and monitoring of data shows that CSW seems to have a positive effect on speeds in this area. It was hoped that the Police could attend more CSW sessions as they were able to prosecute speeding motorists, whereas CSW could only issue warning letters. Tim advised members of the public that Police and Crime Commissioner Sue Mountstevens would be attending a meeting on Monday 27 November and encouraged people to attend to raise their concerns.

Geoff McHugh said that a significant number of vehicles were travelling along Milborne Port road at over 50mph.

3. Members' declaration of interests
There were no declarations of interest.

4. To approve the minutes of the meeting held on 10 July

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

5. To consider matters arising from the minutes:
There were no matters arising.

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

Feast Day – Ann Reeder informed members that a review of the Feast Day held on 24 June had been carried out and a report produced. The event had been a success due to the amount of support goodwill and volunteers involved. There were several next steps and recommendations to consider, most importantly, how often the event should be held and who would be responsible for organising it in the future. There was some discussion about possible changes to the format. Tim Daniel agreed to forward the report to the Parish mailing list and ask for comments to be forwarded to Ann Reeder.

Action Tim Daniel

Mobile signals and broadband speeds – Ann Reeder reported that she had been in contact with David Warburton MP's office to take him up on his offer, made at Feast Day, to help progress improvements to mobile signals and broadband speeds in the Parish. A meeting would be arranged, which David Warburton would attend, along with representatives from Connecting Devon and Somerset, to discuss how to take these matters forward. The meeting would be held either in Charlton Horethorne or Stowell and Ann said that the Government is making further funding available. The

date of the meeting would be advertised once agreed.

Action Tim Daniel

Traffic and road safety – Tim Daniel reported that the installation of a SID on the B3145, due on 17 July, had not taken place because of vandalism and breakdowns leading to a shortage of available devices. Tim was awaiting confirmation of a new installation date.

Waterhouses – Geoff McHugh reported that work on both Waterhouses had been completed. The northerly Waterhouse had had the floor cemented by volunteers and plaques to commemorate the restoration work had been put up.

b. Report on Community Land Trust and affordable housing. (TG)

Trevor Gill reported that the Community Land Trust (CLT) had been officially set up as a Community Benefit Society and registered with the Financial Conduct Authority. A public meeting of the Trust would take place on Sunday 17 September at 4pm in the Village Hall.

The Chairperson then asked Mark Hughes, as Chair of the CLT, to give more information about the format of the upcoming meeting. Mark encouraged people to attend the September meeting, where they could demonstrate support for the initiative by volunteering to become members of the CLT. Membership would allow people to vote for board members and on the constitution of the Trust. Membership of the Trust would not incur any work for people other than participation in meetings. Tim Daniel agreed to circulate details of the September meeting to the Parish mailing list.

Action Tim Daniel

c. To hear an update on the Village of the Year competition. (AR)

Ann Reeder had had no news about the competition but reported that the production team had had to return to the Parish to re-shoot material due to a problem with their data storage. The programme would be televised in the autumn on a date to be confirmed. Ann thanked all those who had been involved.

d. To confirm that all members have checked their Register of Interest forms on the SSDC website for accuracy and to note that new forms must be completed if any changes have occurred.

All members had reviewed their forms and the Clerk was instructed to forward a blank form to Geoff McHugh to enable him to submit an updated version.

Action Parish Clerk

7. Financial Matters

- a. To consider allowing the Clerk to attend a Society for Local Council Clerks Regional Training Seminar on 22nd November and contributing a third the total cost of £69.00 plus £43.20 mileage, equating to £37.40.

RESOLVED: It was proposed and agreed to allow the Clerk to attend this event and to pay one third of the costs.

- b. To approve the cash book and bank reconciliation for the period to 24 August 2017.

RESOLVED: The Cash Book and Bank Reconciliation for the period to 24 August 2017, as verified by Geoff McHugh, were approved and signed by the Chair.

- c. To approve the first quarter spend vs budget sheet

RESOLVED: It was proposed and agreed to approve the first quarter spend vs budget sheet as presented.

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

Zöe Godden	Salary August 2017 & expenses July & August 2017	£162.05
HMRC	Income tax re Z Godden August 2017	£24.20
Henstridge Parish Council	11% contribution to the Clerk's SLCC membership	£18.37

RESOLVED: The above accounts were approved for payment, having been checked by Tim Daniel before the meeting. Michael Hutchings and Tim Daniel were agreed as signatories.

- e. To note and approve that the Clerk's July salary and the associated HMRC payment were made on 11 August, as agreed at the June 2017 meeting, as follows:

Zoe Godden	Salary July 2017	£135.80
HMRC	Income tax re Z Godden July 2017	£24.20

RESOLVED: The above accounts were approved for payment as presented.

- f. To note receipt of the completed Annual Return form for the year 2016/17 from the external auditor.

Noted. Tim Daniel agreed to display Conclusion of Audit Notices on the two Parish notice boards.

Action Tim Daniel

The Clerk was instructed to ask for the Annual Return and Conclusion of Audit Notice to be uploaded to the Parish Council website.

Action Parish Clerk

- g. To consider quotes for improvement work to the Village Green. Members discussed the issue of improvements to the Village Green.

Members **agreed** that remedial work to the paving was required but **agreed** that any additional work would have to be budgeted for and carried out in the future.

RESOLVED: It was proposed and agreed that the Council accepted the quote from Lifestyle Landscapes for the remedial work to the paving only.

Action Parish Clerk

- h. Any other financial matters.
There were no other financial matters to discuss.

8. Correspondence

- a. SSDC – Invitation for members to attend free training in responding to planning applications on either 5 or 12 October – to agree members to attend.

It was **agreed** that Trevor Gill would attend the event on 5 October and Michael Hutchings would attend on 12 October.

Action Parish Clerk

- b. SSDC – Request from Nick Weeks, Chairman of the Area East Committee, that the Parish Council writes a letter of support for more local access to Artificial Grass Pitches and that members consider contributing towards the provision of such a facility from the precept. William Wallace explained that a lot of money is spent on the provision of artificial grass pitches in Yeovil and other larger towns and that SSDC felt that more investment for such facilities may be beneficial to rural areas of South Somerset.

It was **agreed** that the Clerk should draft a letter of support for the provision of more artificial grass pitches but that the Parish Council would not be able to contribute financially.

Action Parish Clerk

- c. RNAS Yeovilton – Invitation to attend or take part in a reception on 27 September to showcase the Royal Navy's efforts in promoting Science, Technology, Engineering and Science, (STEM) and its initiatives to promote degrees and apprenticeships in medicine and engineering and RN's initiatives in diversity and inclusion with minority groups – to consider if members would like to be involved.

William Wallace informed members that this event had been postponed until the spring.

- d. Local Government Boundary Commission – Invitation to comment on possible new warding arrangements for South Somerset to deliver electoral equality – to agree members to comment.

William Wallace explained that the boundary review would probably result in the same number of District Councillors and would likely not affect the Blackmore Vale Ward, unless changes because of current under-representation in Milborne Port Ward have a knock-on effect for Blackmore Vale.

There was some general discussion about the possible effects and Tim Daniel noted that the proposals were extremely unlikely to affect Parish boundaries. Members **agreed** not to comment at this stage.

9. Planning

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

17/03069/FUL	Erection of 2 No. single storey extensions. Erection of detached garage and car port with office above. Construction of new vehicular access.	Mr Edward Douglas, Wynfield, Cowpath Lane, Charlton Horethorne. DT9 4NR
<p>Trevor Gill reported that he and Michael Hutchings had visited the site and summarised neighbour concerns about access, volume and speed of traffic and visibility on exit from the premises onto Cowpath Lane. SSDC's Highway Consultant had suggested relocating the access further to the west to maximise visibility. The Chairperson then allowed the applicant to give more detail about the proposed new access.</p> <p>Mr Douglas explained that almost 30m of hedge would be removed from the roadside boundary and the replacement fence line would be approximately 1400mm back from the roadside, thus improving visibility.</p> <p>RESOLVED: It was proposed and unanimously agreed that the Parish Council has no objections to this application, but asks that the following conditions are applied:</p> <p>1 – the boundary hedge along the roadside should be removed and replaced by a fence along the existing boundary</p> <p>2 – the visibility splay must be sufficient to allow safe exit from the premises.</p>		

20:30 – One member of the public left the meeting.

b. To report any relevant planning decisions made by SSDC: (TG)

- i. 17/01955/FUL & 17/01956/LBC - Mr Alan Roelich, Bullen Farmhouse, Horse Lane, Charlton Horethorne. DT9 4NL - Installation of solar panels on south facing elevation of barn roof: Granted with conditions
- ii. 17/02601/FUL & 17/02602/LBC - Mr & Mrs T & M Archer, The Manor, Horse Lane, Charlton Horethorne. DT9 4NL - The carrying out of various internal and external alterations to The Manor and outbuilding, demolition of outbuildings, erection of replacement outbuildings to form additional living accommodation, ancillary annexe/guest accommodation and garaging, the erection of an extension to The Manor which links through to proposed outbuildings/additional residential accommodation, alterations to boundary wall and formation of canopy to create covered courtyard – Withdrawn

Noted. Trevor Gill said that the applications for The Manor may be resubmitted in the future.

- c. To note that the Parish Council decided it was unnecessary to convene a special meeting to consider planning application 17/02729/LBC - Doctor Stephen Morris, Middle Farmhouse, North Road, Charlton Horethorne. DT9 4NL – Internal alterations to include formation of en-suite but that each member was consulted by email and no objections were recorded.

Noted. Trevor Gill reported that this application had been approved since the publication of the agenda.

- d. To note receipt of notice of an appeal relating to planning application 17/00279/S73 - Hopkins Developments Ltd, Gunville Farm Bungalow, Harvest Lane, Charlton Horethorne. DT9 4PH - Application to remove condition 4 (agricultural occupancy) of planning approval 842232 dated 10th April 1985 and that the Clerk had consulted members by email and subsequently been asked to resubmit the Parish Council's comments made on this application at the meeting held on 27 February.

Noted.

- e. To discuss SSDC's policy not to consult Parish Councils about prior approval planning applications and to decide an appropriate response.

Trevor Gill explained that permission is given to certain planning applications, denoted with the suffix PAMB, as long as certain conditions can be met. For example the structure of the building must be strong enough to withstand any proposed changes, flood risk and road safety should be taken into account and the building must have been used for its specified purpose for the required time. Trevor said that he felt SSDC's approach was inconsistent as neighbours were consulted but the Parish

Council was not. Trevor felt that Parish Councils may have relevant local knowledge and should be informed as a matter of policy and added that Parish Councils are placed at a disadvantage by not being informed of PAMB applications and cannot answer any parishioner's questions.

William Wallace explained that all Planning Authorities are bound by the planning law relating to permissive rights, which allow certain commercial and agricultural buildings to be converted to residential use. William added that he felt Parish Councils should be notified of PAMB applications both before and after the process.

Members discussed the matter.

RESOLVED: It was proposed and unanimously agreed that the Clerk should draft a letter to the SSDC's Planning Department pointing out the inconsistency of their approach and requesting that Parish Councils are informed of PAMB applications at the same time as neighbours.

Action Parish Clerk

20:45 – William Wallace left the meeting.

10. Items of Report / Future Business

Ann Reeder encouraged people to attend the meeting on 27 November when Police and Crime Commissioner Sue Mountstevens would be attending. Ann agreed to confirm timings for the evening.

Action Ann Reeder

11. Public Open Session - to consider any matters raised by members of the public.
No further matters were raised.

12. Date of Next Meeting: 16 October 2017

Noted.

The meeting ended at 20:50.



Zöe Godden
Parish Clerk