**CHARLTON HORETHORNE PARISH COUNCIL**

[www.charltonhorethornepc.org.uk](http://www.charltonhorethornepc.org.uk)

**Minutes of a meeting of the Parish Council held on Monday 20 August 2018**

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

**Also present:** PCSO John Winfield

**Clerk:** Zöe Godden

There were 15 members of the public present at the start of the meeting

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

1. **To receive any apologies.**

Apologies had been received from District Councillor Hayward Burt who would arrive late to the meeting due to a previous commitment.

1. **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 by the public.

1. **Members’ declaration of interests.**

There were no declarations of interest.

1. **To approve the minutes of the meeting held on 9 July 2018**

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

1. **To hear reports from:**
2. **PCSO John Winfield** informed members that he had dealt with reports of flower pots being thrown from vehicles. Patrols had been carried out and no further reports had been received. Security advice had been given to a resident about damage caused to flower pots at their address.

PCSO Winfield went on to say that the Speed Enforcement Team would still be attending the Parish and was waiting for the new speed limits to be implemented.

Finally, PCSO Winfield informed members that there had been a sharp rise in instances of online and telephone scams. Arrangements were being made for Avon and Somerset Police’s Cyber Crime Officer to give a talk, with other professionals, to advise residents how to deal with scams. Details of the date and location of the talk would be made available soon. PCSO Winfield said that numerous reports had been received of people receiving a call with an automated message claiming to be from HMRC. This was a scam and anyone receiving such calls should hang up and not give any personal information.

1. **District Councillor Hayward Burt** had given his apologies.
2. **District and County Councillor William Wallace** was not present.
3. **To consider matters arising from the minutes:** Tim Daniel reported that he had received an email from Traffic management at the County Council to say that the new speed limits would be in place by the end of August. In addition, County Highways would not be making any amendments to the junction at the Village Green. Regarding the recent flooding issues at Water Lane, County Highways had contacted the riparian landowner who had cleared the stream alongside Water Lane and County Highways should now be clearing the blocked culverts that had caused the problem.
4. **Council Matters, including implementation of the Community Plan**
5. To receive reports from members on their areas of responsibilities, specifically in relation to the Community Plan including:
6. HD2 provision of a minimum of four affordable homes in the Parish (TG/MH)

Trevor Gill reminded members that this matter was being progressed by Charlton Horethorne Community Land Trust (CHCLT). As a point of information, Trevor said that CHCLT was an organisation independent of the Parish Council. Although two Parish Councillors were presently directors of CHCLT, they were not representing the Parish Council but were members in their own personal right.

1. To hear an update on the work of Charlton Horethorne Community Land Trust. (Mark Hughes)

Tim Daniel informed members that Mark Hughes had agreed to attend Parish Council meetings on a regular basis to give updates on the progress of CHCLT and to ensure good liaison between CHCLT and the Parish Council.

Mark Hughes said he had nothing new to report and would return to a future meeting to update members on any progress.

1. HD3 provision of small number of downsizing/retirement homes in the village (TG/MH)

Michael Hutchings said there was nothing new to report. Although this matter could be dealt with in the context of CHCLT, the provision of affordable housing was CHCLT’s priority at this time.

1. HD4 & 5 provision of a small number of workshops and office units in the village (MH/GM)

Geoff McHugh had nothing to report but said that there should be some news in time for the next meeting in October.

1. ES1, 2 & 3 – investigation of the demand for new facilities for young children, teenagers and sporting activities (AR)

Ann Reeder reported that the Millennium Green Trust was progressing with the provision of new facilities for older children at the Millennium Green. Ann said she had contacted the Millennium Green Trust and the Chair of Governors at Charlton Horethorne Primary School to ask for a meeting to discuss additional provision of facilities. Ann said that the Clerk could provide assistance due to her experience at other parishes.

1. **Financial Matters**
2. To approve the cash book and bank reconciliation for the period to 24 July 2018.

**RESOLVED: The Cash Book and Bank Reconciliation for the period to 24 July 2018, as verified by Ann Reeder, were approved and signed by the Chairperson.**

1. To approve payments of:

|  |  |  |
| --- | --- | --- |
| Zöe Godden | Salary & expenses July 2018 | £158.80 |
| HMRC | Income tax re Z Godden July 2018 | £ 32.00 |
| Charlton Horethorne Village Hall | Hall hire April, May, June & July 2018 | £ 72.00 |
| Viking | Printer cartridges | £ 37.76 |
| Henstridge Parish Council | 1/3 share of Clerk’s Principal membership of SLCC | £ 8.33 |

**RESOLVED: The above accounts were approved for payment. Geoff McHugh and Ann Reeder were agreed as cheque signatories.**

1. Any other financial matters. – No other financial matters were raised.
2. **Correspondence:** SALC – Invitation to respond to an LGA green paper on the topic of adult social care and wellbeing; to agree if a member(s) would respond – Members did not wish to respond as they felt this matter was outside of their area of expertise.
3. **Planning**
4. To consider the following planning applications and make recommendations to SSDC: No new planning applications had been received.
5. To report any relevant planning decisions made by SSDC: **18/01079/FUL** – Land adjoining Wynfield, Cowpath Lane, Charlton Horethorne – Erect dwelling – **Application withdrawn.**

**Noted.**

1. To note that the Parish Council decided it was unnecessary to convene a special meeting to consider a planning applications and made comments as follows: **18/01869/FUL** - Goose Cottage, Maperton Road, Charlton Horethorne. DT9 4NT - The erection of a two storey building to form a replacement garage/store and a single storey building to form an office/bedroom. – **RESPONSE:** The Parish Council has not been able to hold a meeting to discuss this application due to the short response timescale. We have visited the applicant and six adjacent properties. There have been no objections to the application. PC members have consulted each other via email and have no objections to the application. We do have sympathy with the view of the Conservation Officer about the dormer window in the proposed garage and would prefer it to be replaced with a velux or similar. We are also concerned that adequate measures will be in place to deal effectively with both surface and foul water from the proposed buildings. The present house is not on mains drainage.

Trevor Gill summarised the Parish Council’s response and informed members that the owner had volunteered, in response to comments about the proposed dormer window, to install a roof light such as a Velux window. Permission had been granted for this application. Four conditions had been applied to the permission, as follows:

* That the development should begin before the expiration of three years from the date of the permission.
* That no work should be carried out on site unless details of the measures to deal with surface and foul water disposal had been submitted to and approved in writing by the Local Planning Authority.
* That the development should be for the domestic and private needs of the occupiers of Goose Cottage and should not be let separately or used for any commercial purposes. There should be no subdivision of the single residential planning unit.
* That the development should be carried out in accordance with the approved plans.

1. **Items of Report / Future Business**

Geoff McHugh had been asked by the Village Hall Committee to inform members that the Village Hall was now a designated place of safety. This meant that, if there was a major incident such as a large road traffic collision, flood, fire etc, the Village Hall would be an initial holding area for people affected.

Michael Hutchings informed members that a recent article in the Western Gazette had reported that the Government was offering additional funding for faster broadband in rural areas but that Somerset had not been mentioned as a recipient. Ann Reeder said that this might be because Somerset had been included in a previous tranche of funding. Ann said she would look into this and report back to a future meeting.

***Action Ann Reeder***

Michael Hutchings reported that two new stiles on footpath WN7/1 had been installed but were not labelled with the usual yellow markers. The Clerk was asked to contact Jane Jeanes, the Parish Path Liaison Officer, to ask her to affix the yellow markers if possible.

***Action Parish Clerk***

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

A member of the public asked PCSO John Winfield for an update on the provision of Speed Indicator Devices. PCSO Winfield said that he was not aware of any new information but would make enquiries.

1. **Date of Next Meeting:**  08 October 2018. Tim Daniel reminded members that the next meeting would include an initial discussion regarding the setting of the budget for 2019-20.

**The meeting closed at 19:53.**

**Agreed and signed by the Chair­­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**