**CHARLTON HORETHORNE PARISH COUNCIL**

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

**Minutes of a meeting of the Parish Council held on Monday 08 October 2018**

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

**Also present:** PCSO John Winfield

**Clerk**: Zöe Godden

There were 12 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 and County and District Councillor William Wallace.

1. **Public Open Session** - to consider any matters raised by members of the public.
A member of the public reported that there were increasing instances of dog fouling on Harvest Lane. The Clerk was instructed to report this to SSDC.

***Action Parish Clerk***

A member of the public reported that a gate on Cathill Lane (footpath WN 7/8) was damaged and said that he would report this to SCC via their website. The Clerk was instructed to report the matter to Jane Jeanes, Parish Paths Liaison Officer.

***Action Parish Clerk***

**19:34** – Three members of the public arrived at the meeting.

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

There were no declarations of interest.

1. **To approve the minutes of the meeting held on 20 August 2018**

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

1. **To consider matters arising from the minutes:** Tim Daniel referred to item 6 in the minutes and reported that he was continuing to try and find out when the new speed limits would be implemented.
2. **To hear reports from:**
3. **PCSO John Winfield** reported that the Neighbourhood Team had started working to a new shift pattern as of 1 October and that the local team had changed its name from Wincanton Rural South to Yeovil Rural. The Police will be moving out of the Churchfields building in Wincanton in due course and will relocate to another building in Wincanton. PCSO Winfield informed members that a Be Home Safe event had been held in Templecombe the previous week and that this event would also run in Henstridge on Wednesday 31 October at 7pm in the Village Hall. The event speakers would give advice on home security, cybercrime, telephone scams and fire safety. PCSO Winfield said that there was an increasing problem with county lines drug dealing and cuckooing (use of the premises of vulnerable people by drug dealers) but that the Police were trying to disrupt this. The Speed Enforcement Team would be attending Charlton Horethorne soon and the Neighbourhood Team would be out in communities offering advice about rogue traders.

**19:45** – PCSO John Winfield left the meeting.

1. **District Councillor Hayward Burt** had sent his apologies.
2. **County Councillor William Wallace** had sent his apologies.
3. **Council Matters, including implementation of the Community Plan**
4. Opportunity for members to report on their areas of responsibility, specifically in relation to the Community Plan including:
5. HD2 provision of a minimum of four affordable homes in the Parish (TG/MH)

Nothing to report.

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

Nothing to report.

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

Nothing to report.

1. HD 4 & 5 provision of a small number of workshops and office units in the village (MH/GM)

Geoff McHugh reported that a working from home group was running a meeting in the Kings Arms on the third Thursday of each month. At the first meeting, there had been a long discussion about the lack of office space and co-working space locally. Geoff said he would go to one of the upcoming meetings and report back to the Parish Council at the November meeting.

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

Ann Reeder reported that she and the Clerk would be meeting with the Headteacher and Chair of Governors at Charlton Horethorne Primary School to explore the potential for new facilities and grants to assist.

1. To note issues reported by Jane Jeanes, Parish Paths Liaison Officer and consider any action to be taken.

The Clerk reported that, since the publication of the agenda, she had spoken with Jane Jeanes and most of the outstanding bridge, gate and stile repairs and replacements had been carried out. Jane had also said that there was a chance that the SCC budget for such repairs would be much diminished in 2019-20.

1. To consider allowing the Clerk to attend the Society of Local Council Clerks South West Regional Seminar on 28th November at a total cost of up to £46.18.

It was **agreed** that the Clerk could attend the event as requested and to cover the cost.

1. **Financial Matters**
2. To approve the cash book and bank reconciliations for the periods to 24 August and 24 September 2018.

**RESOLVED: The Cash Book and Bank Reconciliation for the period to 24 August and 24 September 2018, as verified by Trevor Gill, were approved and signed by the Chairperson.**

1. To note the budget monitoring sheet for quarter 2.

**Noted.**

1. To approve two payments made on 3 September 2018, outside of a public meeting, as follows:

|  |  |  |
| --- | --- | --- |
| Zöe Godden | Salary August 2018 | £128.00 |
| HMRC | Income tax re Z Godden Aug 2018 | £32.00 |

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

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

|  |  |  |
| --- | --- | --- |
| Zöe Godden | Salary & expenses September 2018 | £160.80 |
| Zöe Godden | LCAS and Transparency Code overtime | £234.72 |
| HMRC | Income tax re Z Godden September 2018 | £90.60 |
| WALC | LCAS accreditation fee | £96.00 |

**RESOLVED: The above accounts were approved for payment, having been checked by Geoff McHugh before the meeting. Trevor Gill and Ann Reeder were agreed as cheque signatories.**

1. To consider authorising payment of the Clerk’s October salary (£128.00) and associated HMRC payment (£32.00) before the November meeting.

**RESOLVED: It was proposed and agreed that the payments could be made before the November meeting.**

1. To note that £400 has been transferred from the current account to the deposit account as per the 2018/19 budget.

**Noted.**

1. To note budget consultation process for 2019/20

Ann Reeder reminded members that Parish Council elections would take place in May 2019 and that any budget decisions made by the current Parish Council would be inherited by the new Council at that time. As a result, the Parish Council wanted to ensure that as many members of the public as possible had had their say about the level and content of the 2019/20 budget. Public consultation was made up of three stages. First, an article had been placed in the September issue of the Parish Magazine, informing parishioners that an initial budget discussion would take place at the October meeting. Also, a suggestion box had been placed in the Village Shop to allow parishioners to give ideas on what the Parish Council might usefully put into its budget next year. The second stage would be to discuss any ideas received at the November meeting, with the final stage being agreement of the budget, taking into account new ideas, suggestions from the Annual Parish Meeting, at the January 2019 meeting.

Tim Daniel reported that nine suggestions had been left in the box in the Village Shop so far and asked members of the public to submit any new ideas in time for the November meeting.

1. Any other financial matters: No other financial matters were raised.
2. **Correspondence:**
3. To note an invitation to members and the wider community from Henstridge Parish Council and Avon & Somerset Police to attend a community event, offering tips to stay safe online, prevent fraud and keep safe at home on Wednesday 31 October at 7pm.

**Noted.**

1. To note receipt of information from South Somerset Citizens Advice regarding funding arrangements with Somerset County Council and consider any action to be taken.

Tim Daniel explained that SCC had proposed to remove all funding for SSCA at a cabinet meeting on 12 September. The Clerk was instructed to write to SCC to say that the Parish Council supported the continuation of funding to SSCA.

***Action Parish Clerk***

1. To note receipt of an invitation from Spark for members to attend an event called “Improving Health & Wellbeing in Your Community” on 16 October in Somerton and agree if any members will attend.

Members did not wish to attend.

1. To consider commenting on SSDC’s draft statement of principles relating to the Gambling Act 2005.

Members did not wish to respond.

1. **Planning**
2. To consider the following planning applications and make recommendations to SSDC:

|  |  |  |  |
| --- | --- | --- | --- |
| i | 18/02600/FUL |  The erection of a single storey extension to form ancillary annexe with a carport and glazed link, extension to existing porch to form boot room and the realignment of boundary fences. | Mr & Mrs P Taylor, Charlton Hill Farm, Sigwells. DT9 4LZ |
| Trevor Gill summarised the application and reported that he and Geoff McHugh had visited the site and spoken to the applicant and all four neighbours. The applicant had confirmed that the agricultural tie on this building would remain in place. All neighbours were supportive of the application. **RESOLVED: It was proposed and agreed that the Parish Council recommends approval of this application.** |
| ii | 18/02920/AGN | Notification of intent to erect an agricultural storage building | Land OS 3575, Stowell Hill. Horsington |
| Trevor Gill reminded members that the Parish Council was not officially consulted on AGN applications but that this application had been seen on SSDC’s website. Unfortunately, since publication of the agenda, SSDC had determined the application as it was considered to represent permitted development. No decision required.  |

1. To report any relevant planning decisions made by SSDC: There were no decisions to report.
2. To note that the Parish Council decided it was unnecessary to convene a special meeting to consider the following planning application and made comments as follows: 18/02616/DPO - Stowell Farm, Stowell Road, Stowell. DT9 4PE- Application to discharge a S106 agreement dated 15th June 2007 between South Somerset District Council and Roy Walter Kingman and Elizabeth Jayne Kingman and Ronald Walter Kingman and Edna Joyce Kingman relating to non-fragmentation of land and the restriction on occupation of dwelling. – **RESPONSE TO SSDC:** Charlton Horethorne Parish Council has not met to discuss the above application because of the short timescale given for our response. However, the Chair and lead member for planning have visited the applicant and near neighbour. There have been no objections received. All Councillors have discussed the application with each other verbally or by email and have reached the following decision: The Parish Council has no objection to the planning application provided statutory requirements are met.

**Noted.**

1. To note that contacting planning officers at SSDC has become increasingly difficult and to agree any action to be taken. (TG)

Trevor Gill described how difficult it had become to contact planning officers at SSDC. Phone contact times had been limited to the specific hours of 9am to 10am and after 4pm. Trevor also informed members of a new kind of planning application, denoted by the suffix, “HOU”. This was being used for so-called householder applications, which were small scale changes such as the addition of a porch. These applications would be dealt with by the Planning Case Team, rather than a specific planning officer. Parish Councils had not been informed of this change. Trevor went on to say that the neighbour lists published by SSDC often omitted a substantial number of neighbouring properties. It was accepted that SSDC was going through a period of restructuring and it was **agreed** that Ann Reeder would relay the Parish Council’s concerns to a principal planning officer and report back to a future meeting, with the situation being reviewed by the Parish Council if no improvements were detected.

***Action Ann Reeder***

1. To note receipt of a briefing and guidance regarding the Community Infrastructure Levy from SSDC and agree any action to be taken.

**Noted.**

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

**None**

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

A member of the public reported that the Millennium Green Trust had installed new play equipment at the Green. Ann Reeder added that the Trustees had sought advice from SSDC to ensure that the new equipment was compliant and was installed in the best location.

A member of the public asked if any increases to the precept would be allocated to specific projects. Ann Reeder confirmed that costing documentation would be brought to the November meeting to aid the budget setting process.

1. **Date of Next Meeting:**  26 November 2018

The Chairperson asked for thanks to be recorded for work carried out by Stephen Hall to replace a post at the Village Green.

Trevor Gill informed members that he would not be able to attend the next meeting in November.

**The meeting closed at 20:27.**



Zöe Godden

Parish Clerk