**Minutes of a meeting of the Parish Council held on Monday 26 November 2018**

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

**Also present:** District Councillor Hayward Burt and District and County Councillor William Wallace.

**Clerk:** Zöe Godden

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

**The meeting started at 19:32.**

Before the meeting started, the Chairperson, Tim Daniel, congratulated Lucy Beney, Sue Gudgeon, Jenny Peet and Jane Watkins, the organisers of the WW1 commemorations and Catherine Mathew, the organiser of Bonfire Night. Thanks were also given to the Kings Arms pub for funding a reprint of the walks leaflets.

1. **To receive any apologies.**

Apologies had been received from Trevor Gill, Mark Hughes and PCSO John Winfield.

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.

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

Michael Hutchings declared a personal interest in item 9a, as a neighbour to the site.

1. **To approve the minutes of the meeting held on 08 October 2018**

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

1. **To hear reports from:**
2. **PCSO John Winfield** had sent his apologies and asked the Clerk to report that the area near the school crossing was dark in the afternoons when children were leaving school and to ask if anything could be done to improve this. Geoff McHugh agreed to raise the issue of a broken external light and the issue of lighting generally at a meeting at the school taking place next week.

***Action Geoff McHugh***

1. **District Councillor Hayward Burt** reported that the amount of hard plastic being taken to recycling centres had gone up by 50%. Due to delays with a company called Gigaclear, MPs were asking if the Connecting Devon and Somerset (CDS) scheme to bring faster broadband to rural areas was the most cost effective way to increase broadband speeds. Rollout had come to a halt. Hayward reminded members that any planning applications of ten or more dwellings that were refused by the Area East Committee would now be referred to the Regulation Committee of SSDC for a second opinion. The Regulation Committee was made up of four councillors from each of the four SSDC areas. This step had been taken because 9.6% of planning appeals on large applications had been found in favour of the appellants. The ability to make decisions on planning applications may be taken away from SSDC if this figure reaches 10%. Finally, Hayward reported that an appeal relating to an application for 130 houses in Henstridge had been allowed, showing that the pressure for housing was now being placed on rural areas.

Ann Reeder said that she had written to Gigaclear twice and received no reply and so had written again, copying in David Warburton MP, but had still had no reply.

1. **County Councillor William Wallace** reported that planning permission had been granted for a further 65 houses in Milborne Port. William reminded members that the NHS faced increasing pressures during the winter and that Adult Social Care worked closely with acute care hospitals to reduce the time patients spent in hospital. To date, SCC Adult Services had saved 7500 bed days and had been awarded extra funding because of the success achieved in this area.

Ann Reeder asked if there was any news about Local Government re-organisation. William said that meetings were continuing to explore the idea of forming a unitary authority.

1. **Council Matters, including implementation of the Community Plan**
2. To receive reports from members on their areas of responsibilities, specifically in relation to the Community Plan including:
3. 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)

Mark Hughes had sent his apologies and there was 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)

Nothing to report.

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 had met with the new Headteacher from the primary school. It may not be possible to add any new facilities to the playing field but the Headteacher was keen to work with the Parish Council and wider community and suggested that the school council could be consulted on what children want in the parish.

Tim Daniel reported that a road closure at Charn Hill was in effect. New speed limits had been put in at Charn Hill and Milborne Port Road, although a 40mph roundel needed to be removed from Charn Hill and some signage needed to be updated at Milborne Port Road. Tim had taken these issues up with County.

1. To note that the Parish Council has achieved Quality status from its submission to the Local Council Award Scheme.

District and County Councillor William Wallace presented the LCAS Quality certificate to the Chairperson and commented that Charlton Horethorne was a very well run council. The Chairperson asked for thanks to be recorded to Ann Reeder and the Clerk for their work in applying for the LCAS certificate.

1. To resolve that the Parish Council confirms the eligibility criteria for the General Power of Competence as set out in the Localism Act 2011 and that Council adopts the power, namely that it has a qualified Clerk and that at least two thirds of vacancies were filled at the last ordinary election.

**RESOLVED: It was unanimously agreed that the Parish Council’s Clerk was CiLCA qualified and that a minimum of two-thirds of vacancies were filled at the last ordinary elections. As such, it was further resolved that the Parish Council met the conditions to enable it to exercise the General Power of Competence.**

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

**RESOLVED: The cash book and bank reconciliation for the period to 24 October 2018, as verified by Geoff McHugh, was approved and signed by the Chairperson.**

1. To approve two payments made on 2 November 2018, outside of a public meeting, as follows:

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

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

1. To approve payments of:

|  |  |  |
| --- | --- | --- |
| Zöe Godden | Salary Nov & expenses Oct & Nov 2018 | £158.39 |
| HMRC | Income tax re Z Godden Nov 2018 | £32.00 |
| Charlton Horethorne Village Hall | Hall hire Oct & Nov 2018 | £32.00 |
| Milborne Port Computers | Website maintenance, domain & email registration and hosting | £132.00 |

**RESOLVED: It was proposed and agreed to approve the payments as presented and that Geoff McHugh and Ann Reeder would sign the cheques.**

1. To consider allowing the Clerk’s December salary (£128.00) and the associated HMRC liability (£32.00) to be paid before the next meeting on 14 January 2019.

It was noted that the next Parish Council meeting would take place on 21 January, not 14 January as stated in the agenda.

**RESOLVED: It was proposed and agreed to allow the above payments to be made before the next meeting on 21 January.**

***Action Parish Clerk***

1. To note receipt of grant applications from the Stowell PCC and Charlton Horethorne Village Hall, both of which will be considered under the participatory budgeting exercise. A final decision on the level of grant to be awarded will be made at the Parish Council meeting on 14January 2019.

It was noted that the next Parish Council meeting would take place on 21 January, not 14 January as stated in the agenda. Receipt of the grant applications was noted. Ann Reeder reported that a grant application had been received from Charlton Horethorne Parish Church since the publication of the agenda.

It was **agreed** to take items 9a and 9b at this stage in the meeting.

1. **Planning**
2. To note receipt of an advice of appeal relating to planning application 17/03405/FUL - Erection of two dwellings, provision of access, diversion of public right of way, landscaping and ancillary works, Land OS 0084 At Gunville Farm, Violet Lane, Charlton Horethorne; to consider any comments to make to the Planning Inspectorate.

Michael Hutchings noted that the Planning Inspector was due to make a site visit and the Clerk was instructed to find out if Parish Councillors could attend.

***Action Parish Clerk***

**20:03 – The Chairperson allowed a public open session.**

Members of the public commented on additional information that they felt should be submitted to the Planning Inspector.

**20:15 – The Chairperson brought the public open session to a close.**

Members talked about how they could respond. It was felt that the Parish Council’s original comments should be resubmitted but that any new information should also be considered and new comments made if necessary. It was also felt that the Parish Council could encourage members of the public to send comments to the Planning Inspector.

**RESOLVED: It was proposed and agreed that members would review any new information and communicate via email to decide if additional comments were necessary as a result. It was further agreed that an additional public meeting would be held if required.**

***Action All members***

**20:19 – The Chairperson allowed a public open session.**

In response to a question from a member of the public, the Clerk confirmed that the Parish Council had received no correspondence from the appellant.

**20:20 - The Chairperson brought the public open session to a close.**

1. To report any relevant planning decisions made by SSDC:
	1. **18/01446/COU** -Dairy Farm, Charn Hill, Charlton Horethorne, DT9 4NZ - Change of use of part of building from agricultural to B2 (general industrial) – **REFUSED**

**20:21 -** **The Chairperson allowed a public open session**

Members heard comments from the applicant.

**20:29 –** **The Chairperson brought the public open session to a close.**

District Councillor Hayward Burt said that the Area East Committee would need to review the way it dealt with this kind of application.

District and County Councillor William Wallace advised that there was a complaints procedure in place if needed.

Ann Reeder confirmed that the Parish Council was a consultee only and that SSDC made the final decision on planning applications. Ann went on to say that she had already made comments about weaknesses in SSDC’s planning service to an officer on behalf of the Parish Council. She said that, in relation to this particular application, she had spoken at the Area East Committee on behalf of the Parish Council in support of the original application for the building of the shed She was surprised at the decision against change of use given the decision in favour of the building of the shed. She suggested that the traffic movements for the current agricultural use would not seem to differ from the traffic movements for any future light industrial use.

Members expressed disappointment with SSDC’s decision in relation to this planning application. They particularly regretted the loss of a second small business from the parish, especially given the target in the Community Plan was for four light industrial units. The Clerk was instructed to draft a letter to be sent to SSDC asking why the Parish Council’s clear and detailed comments had not been considered at all and asking why the application had not been brought before the Area East Committee. The Clerk was instructed to emphasise the importance of the application in relation to Community Plan policy HD4 and in relation to employment opportunities in the Parish. The Clerk was instructed to forward a draft of this letter to all members for approval and to send the approved version to SSDC, copying it in to the Chair of the Area East Committee, District Councillor Hayward Burt, District and County Councillor William Wallace and David Warburton MP.

***Action Parish Clerk***

* 1. **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. **PLANNING OBLIGATION DISCHARGED**

**Noted.**

**7. Financial Matters**

1. To open the meeting to the public for a participatory budgeting exercise.

Ann Reeder explained that one of the reasons that the Parish Council wished to engage with the public regarding budget setting was to find out if residents wanted to pay to replace the recently withdrawn Speed Indicator Device scheme. Ann asked District Councillor Hayward Burt and District & County Councillor William Wallace to consider the implications for their parish Councils when engaging in budget setting at District and County Council level.

Ann Reeder went on to explain that there may be new parish councillors from May 2019 due to elections, so the current Parish Council wanted to make sure that the new budget was based on residents’ priorities. Ann asked members of the public to complete a priority sheet using the guidance on each table and with reference to the suggestions sheet based upon ideas submitted by residents.

**20:39** – The Chairperson allowed a public open session to accommodate the participatory budgeting exercise.

**21:00** – The Chairperson brought the public open session to a close.

In response to a comment from a member of the public, Tim Daniel said that any additional comments relating to the participatory budgeting exercise could be received by the Clerk up until 10 December. The parish council would use the feedback when preparing the budget and precept request for 2019-20.

1. Any other financial matters.

None.

1. **Correspondence**
	1. To note receipt of an email from SCC informing members of reductions to the precautionary gritting network and removal of the provision of roadside grit; to consider any action to be taken.

Tim Daniel noted that only the B3145 would be gritted by County Highways and informed members that he had checked all of the grit bins in the Parish and made sure they were serviceable and filled. The Parish Council would not need to purchase any additional grit this year but it was **agreed** that £30 should be added to the budget for 2019-20 financial year to ensure more grit could be purchased next winter.

***Action Parish Clerk***

* 1. To note receipt of an update for Town & Parish Councils from South Somerset Community Accessible Transport.

**Noted.**

* 1. To note an email from SCC regarding the cessation of the Speed Indicator Device scheme and to agree any action to be taken.

The Clerk was instructed to prepare a business case for a self-funding scheme whereby the Parish Council may purchase a SID and look to hire it out to other Parishes for a fee. Consideration should be given to recalibration, maintenance and servicing of the SID unit and the finer details of how the scheme would be run, specifically, who would install and take down the units.

***Action Parish Clerk***

* 1. To note an email from Charlton Horethorne Village Hall regarding upcoming renovation work.

**Noted.**

1. **Items of Report / Future Business - None**
2. **Public Open Session** - to consider any matters raised by members of the public.

In response to a comment from a member of the public, Geoff McHugh noted that supporters of planning applications did not comment as often as opposers and that, in the future, it might be advisable for supporters to make their feelings known.

1. **Date of Next Meeting:**  21 January 2019

**The meeting ended at 21:09**

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

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