

Minutes of the meeting of the Parish Council on Monday 08 April 2019 at 7.00pm in the Village Hall

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

Clerk: Zöe Godden

The meeting started at 7:05.

- 1. Exclusion of Press and Public: To consider exemption of press and public for item 2 of meeting under Public Bodies Admissions To Meetings Act 1960, Section 1 (2) on the grounds that discussion of the following business is likely to disclose confidential information.**

RESOLVED: It was proposed and agreed to exclude the press and public to deal with item 2 on the agenda only.

- 2. To note that the Clerk's Review and Development meeting has taken place and to agree any action to be taken.**

Tim Daniel reported that the Clerk's review and development meeting had taken place and was positive but that, since then, the Clerk had handed in her notice. As a result, it was **agreed** to begin the recruitment process. Tim reported that he had spoken with the Chair of Henstridge Parish Council, because the Clerk had also handed in her notice there. The Henstridge Chair had been in favour of working together with Charlton Horethorne possibly to employ one person to act as Clerk to both Parish Councils.

Members discussed the issues and **agreed** the following points:

- The post should be advertised as 15 hours per month
- The new Clerk should hold the CiLCA qualification or be prepared to achieve this within a year of appointment
- The hourly rate should be in line with NALC pay scales
- The job description and person specification would remain unchanged, except for the addition of an item requiring the Clerk to update the Parish Council's website
- The vacancy should be advertised with SALC, SSDC, The Blackmore Vale Magazine, the Parish Magazine, the Conduit, The Langport Leveller and The Sherborne Times
- The advertisement should state that the post might be suitable for someone who is already a Parish Clerk

19:30 – The public were admitted to the meeting. No press were present. There were 20 members of the public present.

- 3. At 7.30pm - To receive any apologies.**

Apologies had been received from District Councillor Hayward Burt, District and County Councillor William Wallace and PCSO John Winfield.

The Chairperson reported that the Clerk had handed in her resignation and that the Parish Council would begin the recruitment process to replace her. Members thanked the Clerk for her work over the past four years.

- 4. 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.

- 5. Members' declaration of interests.**

Geoff McHugh declared a personal interest in item 9c) as he was an associate member of the Governing Body of Charlton Horethorne Primary School.

- 6. To approve the minutes of the meeting held on 25 February 2019**

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

- 7. To hear reports from:**

- a. PCSO John Winfield had sent his apologies.
- b. District Councillor Hayward Burt had sent his apologies.
- c. County Councillor William Wallace had sent his apologies.

8. 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 including:

- i. HD2 provision of a minimum of four affordable homes in the Parish (TG/MH)

Members were reminded that it had been agreed at the previous meeting of the Parish Council to meet with a local development company to find out more about its plans for any land it owns in the Parish. Members talked about possible liaison with Charlton Horethorne Community Land Trust.

19:36 – The Chairperson allowed a public open session.

The Chairman of CHCLT confirmed that the Trust had not met with the company involved but would be happy to discuss the outcome of any meeting between the company and the Parish Council.

19:38 – The Chairperson brought the public open session to a close.

RESOLVED: It was agreed that the meeting with the development company in question would be strictly a fact finding exercise and no decisions would be made outside of public Parish Council meetings. It was further agreed that, after the meeting with the development company, the Parish Council would meet with CHCLT to share any information.

Action All members

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

Mark Hughes reported that the next CHCLT meeting would be the AGM, to be held on 21 May 2019.

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

Nothing to report

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

Geoff McHugh reported that he had been to Frome to look at some office solutions, with a view to deciding if any of them could be downsized for use in Charlton Horethorne.

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

Ann Reeder reported that, further to the Annual Parish Meeting, an A4 sheet of comments from pupils at the School had been put together giving their opinions on facilities for children in the Parish. These would be passed to the Millennium Green Trust and the new Parish Council.

- vi. TRS 1 to 7 – Traffic and road safety issues (TD)

Tim Daniel informed members that he had reported a pothole at the bottom of Cowpath Lane, which had been repaired by County Highways within two weeks.

- b. To hear an update from the Clerk on a local Speed Indicator Device scheme and agree any action to be taken.

The Clerk reported that Henstridge Parish Council had instructed her to obtain three quotes for SIDs. Henstridge had also formally agreed to work with Charlton Horethorne towards a shared SID arrangement. The Clerk had met with a representative from Streetscene who was confident that an arrangement could be reached, either with Streetscene or the new Locality team, to put up and take down the SIDs.

RESOLVED: It was proposed and unanimously agreed to work with Henstridge Parish Council to review the SID quotes when received with a view to investigating a joint funding arrangement. It was further agreed that any decision over the purchase of a SID and the running of a SID scheme would be agreed at a future time subject to the receipt of more information.

- c. To hear a report on the Annual Parish Meeting held on Saturday 30 March.

Ann Reeder reported that 31 people had attended the Annual Parish Meeting. Updates were given by Tim Cook (Locality Team, SSDC) and Stephen Fisher (Chair of School Governors). A video was shown of children from the Primary School describing how they felt about living in Charlton Horethorne and going to school there. Public matters discussed were CHCLT progress and defibrillators. Seven people volunteered to investigate opportunities to obtain a defibrillator for the Parish. In addition, the defibrillator group agreed to look into the first responder scheme and the Clerk reported that PCSO John Winfield had agreed to find out if the village could have a speed camera sign.

- d. To approve the Clerk's attendance at a "Preparing for External Audit" seminar on 2 April, run by SALC, the total cost of which is £30 but will be split equally three ways with her other two parishes, meaning the cost to Charlton Horethorne Parish Council would be £10.

RESOLVED: It was proposed and agreed that the Clerk could attend this event and that the Parish Council would contribute £10 towards the cost.

- e. To consider allowing the Clerk to attend a free Clerk's Briefing run by SALC on 12 April, the mileage to be split equally three ways with her other parishes.

It was **agreed** that the Clerk could attend this event.

- f. To consider signing up to the Rural Services Network campaign calling on the Government to develop a Rural Strategy.

Geoff McHugh made the following observations: The Rural Services Network (RSN) is a pressure group of 150 local authorities and other organisations (fire authorities, housing associations, bus operators, etc) that provides a voice for rural communities and services. Their document 'It's time for a Rural Strategy' covers a wide range of policy areas, two of which are of particular interest to our parish.

First, under the policy "A digitally connected countryside" they point out that 1% of premises in urban areas are unable to access 10 Mbps broadband, in rural areas it's 11%. 15% of urban premises are unable to access 4G mobile networks, compared to nearly 60% in rural areas. (page 7)

Second, under the policy "An affordable place to live" they point out that the Government estimates a minimum of 7,500 new affordable homes are required each year in England's small rural settlements, the number built in 2016/17 was just over 4,000 (page 14). Geoff considered that 'It's time for a Rural Strategy' puts forward sensible proposals to address these and a range of other rural issues.

RESOLVED: It was proposed and unanimously agreed that the Parish Council should provide its support for the RSN and its document 'It's time for a Rural Strategy'. It was further agreed that the Parish Council should write to David Warburton MP and ask him to raise this issue at the Houses of Parliament and that the Parish Council should also ask County and District Councillor William Wallace and District Councillor Hayward Burt to support the RSN campaign.

Action: Geoff McHugh

- g. To consider responding to a consultation on the new Audit Code of Practice, specifically in relation to additional costs to small councils in dealing with vexatious objections.

Members did not wish to comment.

- h. To note a report from a resident that a dog waste bin in Cowpath Lane has been removed and to agree any action to be taken.

Ann Reeder informed members that she had already reported this matter to Streetscene.

- i. To note proposed dates for Parish Council meetings booked with the Village Hall: 10 June, 12 August, 23 September, 21 October, 25 November and 20 January (2020).

Members discussed the dates.

RESOLVED It was proposed and agreed that the meeting dates should be 24 June, 12 August, 23 September, 21 October, 25 November and 20 January (2020), with the meeting on 24 June being held at Charlton Horethorne Primary School.

9. Financial Matters

- a. To approve the cash book and bank reconciliation for the period to 22 February 2019.

RESOLVED: The cash book and bank reconciliation for the period to 22 February 2019, as verified by Trevor Gill, was approved and signed by the Chairperson.

- b. To approve payments of:

Charlton Horethorne Millennium Green Trust	Grant 2019-20	£1000.00
Charlton Horethorne Parish Church	Grant 2019-20	£400.00
Charlton Horethorne Village Hall	Grant 2019-20	£750.00
Stowell Parish Church	Grant 2019-20	£325.00
Charlton Horethorne PCC - Parish Magazine	Grant 2019-20	£50.00
Zoe Godden	Salary & expenses March 2019	£157.44
HMRC	Income tax re Z Godden March 2019	£32.00
Henstridge Parish Council	1/3 share of Essential Clerk training	£28.33
South Somerset District Council	Village Green Maintenance 2018-19	£599.82
Charlton Horethorne Village Hall	Hire of Village Hall Jan to April 2019	£72.00

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

- c. To consider a grant request from Charlton Horethorne Primary School for £250.00 towards the cost of a shed to store sports equipment.

RESOLVED: It was proposed and agreed to give a grant of £250 as requested because the project fitted with the Community Plan policy of supporting the School. The funds would be taken from the Community Plan earmarked reserves.

- d. To approve the Asset Register for 2019-20.

RESOLVED: It was proposed and agreed to approve the Asset Register 2019-20 as presented.

- e. To approve the Risk Assessment and Management document for 2019-20.

RESOLVED: It was proposed and agreed to approve the Risk Assessment and Management document as presented.

- f. Any other financial matters.

No other financial matters were raised.

10. Planning

- a. To report any relevant planning decisions made by SSDC: **None**

- b. To report an appeal decision 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. **Appeal dismissed.**

Trevor Gill advised that it was worthwhile noting that the main reason the Inspector dismissed the appeal was the negative impact the proposal would make on the character and appearance of the area. The Inspector did not question the lack of a five-year housing supply, the quality of the proposed dwellings, the sustainability of the site, the economic and social benefits or the improvements to highways and visibility.

20:11 - Michael Hutchings left the meeting.

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

i	19/00437/S73A	Application to remove condition 04 (drainage) of planning approval 16/00935/OUT	Magdalene House, Stowell Hill, Stowell. DT9 4PD
Trevor Gill summarised the application, informing members that, since work had begun, it had been found that the drainage scheme needed to be changed. This application would enable the required changes to be made.			
RESOLVED: It was proposed and agreed that the Parish Council has no objection to this application provided that the drainage work complies with the requirements of SSDC.			
ii	18/04045/FUL - AMENDED PLANS	Demolition of the existing dwelling (Use C3) and part of the adjacent barn. Erection of a replacement dwelling (Use Class C3) with associated works.	Gunville Farm Bungalow, Harvest Lane, Charlton Horethorne. DT9 4PH
It was agreed to consider this application simultaneously with 18/04047/FUL at item 10.c) iii.			
Trevor Gill explained that these amended plans had been submitted because Planning Officers had requested that the applicant made some changes in order for the applications to be considered.			
RESOLVED: It was proposed and agreed that the Parish Council would repeat the comments made when this application was originally discussed, which were as follows: as this is the replacement of one residential property with another, the Parish Council does not object to this application.			
iii	18/04047/FUL - AMENDED PLANS	Demolition of the existing barns and the erection of two dwellings (Use Class C3) along with associated works.	Land Os 9090 Part, Charlton Horethorne. DT9 4PH
This application was discussed simultaneously with 18/04045/FUL at item 10.c) iii above.			
RESOLVED: It was proposed and agreed that the Parish Council would repeat the comments made when this application was originally discussed, which were as follows: the Parish Council objects to this application on the grounds that the scale of the proposed dwellings does not conform to the response to question 1.4 of our Community Plan Questionnaire: "The Parish of Charlton Horethorne Community Plan 2016-26 Question 1.4: What sort of dwellings would you like to see built in the Parish? Only four respondents out of a total of 129 said larger houses (four bedrooms plus)".			

- d. To note receipt of a reply to the Clerk's letter to Hopkins Development Limited to request a meeting to discuss plans for the site at Violet Lane/Harvest Lane and to agree any action to be taken.

RESOLVED: it was proposed and agreed that the Parish Council would meet with Hopkins Development Limited on Friday 26 April at 11am and that the meeting would be a fact finding exercise only, with no commitments or decisions being taken by the Parish Council until matters were brought before a public meeting.

20:17 – The Chairperson allowed a public open session.

In response to a question from a member of the public, the Chairperson said that the meeting with Hopkins Development Limited would not be open to the public.

Members of the public commented on the appeal decision reported at item 10. b).

20:18 – The Chairperson brought the public open session to a close.

11. Items of Report / Future Business

No additional items were reported.

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

No matters were raised.

13. Date of Next Meeting: 20 May 2019 – Annual Parish Council meeting

As this was the last meeting of the current Parish Council, Trevor Gill asked for his thanks to be recorded to the Clerk and said that it had been an honour to work with the other members.

A member of the public also expressed thanks for the work of the current Parish Council over the past four years.

The meeting ended at 20:21 and was followed by the Millennium Green Annual General Meeting

Agreed and signed by the Chair _____

Date _____