

**Minutes of a meeting of the Parish Council held on Monday 20 January 2020**

**Present:** Michael Hutchings (Chairperson), Ian Macfarlane, David Peet, Jenny Peet and Simon Purcell.

**Also present:** Julie Ferguson (Clerk), District & County Councillor William Wallace, District Council Hayward Burt.  
There were 11 members of the public present at the start of the meeting.

**1. To receive any apologies.**

There were no apologies.

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

There were no matters raised at this time.

**3. Members' declaration of interests.**

DP declared an interest in item 7c i) as he is on the VH committee & SP declared an interest in Item 7b as he had a payment due.

**4. To approve the minutes of the meeting held on 25<sup>th</sup> November 2019.**

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

**5. To hear reports from:**

- a. PCSO was not present
- b. District Councillor – Cllr Burt reported that Churchfields, Wincanton had finally been sold, subject to a query with the car park. He urged the PC to consider requesting a pack of 50 saplings as part of the Great Parish Tree Giveaway. The PC agreed that they could accommodate 50 trees in the Parish & would put out a request for volunteers to help plant them, should they be successful in the 'lottery'.  
**ACTION: Clerk**
- c. County Councillor – William Wallace had nothing to report at this time.

**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 including:
  - i. HD2 provision of a minimum of four affordable homes in the Parish (MBH).

MH explained that a public meeting had recently been held for villagers to discuss the Harvest Lane proposal and the PC had nothing further to add, except to say that it would be entirely dependent on the CLT to provide the affordable homes.

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

There was nothing to report at this time.

- iii. TRS 1 to 7 – Traffic and road safety issues (SP).

SP reported back from a meeting with Gary Warren (SCC Highways) which resulted in a significant number of road signs being either removed, replaced or repositioned. He reported that the road markings at the village green are illegal and new markings are to be approved by the PC before being installed. An email received by a parishioner wrt footpath obstruction & illegal use had been looked into, but it was felt that no further actions were possible at this time.

**b. Defibrillator Group**

- i. To hear an update on the defibrillator working group (IM), to include receipt of agreement for the sale and purchase of the telephone kiosk to Charlton Horethorne Parish Council, from British Telecommunications plc.

IM reported that the PC had now officially adopted the phone box and it had been decommissioned. He requested that it be added to the PC Asset list and added to the Schedule of Insurance. The total funds raised were £2181 (£981 public donations, SSDC contribution £1000, PC grant £200), however there was a shortfall of around £600, due to a slight price increase & work required to the phone box door before the defibrillator could be installed. He was

pleased to report that the fundraising was being supported by Waitrose 'green token scheme' in Sherborne throughout February. He urged everyone to spread the word and get as many tokens in the 'Charlton Horethorne Defibrillator' bin to maximise their share of the £1000 monthly donation.

#### 7. Financial Matters.

- a. To approve the cash book and bank reconciliation for the period to 31<sup>st</sup> December 2019.

**RESOLVED: It was proposed and agreed to approve the cash book and bank reconciliations up to 31<sup>st</sup> December 2019.**

- b. To approve payments of:

Julie Ferguson	Clerk Salary & Expenses Dec 2019 & Jan 2020	£300.10
HMRC	PAYE Dec 2019 & Jan 2020	£63.40
Simon Purcell	Road salt - reimburse	£20.00

**RESOLVED: It was proposed and unanimously agreed to approve the payments as presented and JP & SP would sign the cheques (IM to sign SP cheque).**

- c. To agree the budget for 2020-21, to include:

- i) The consideration of grant applications from Charlton Horethorne PCC (£400), Charlton Horethorne Village Hall (£475), Charlton Horethorne Millennium Green Trust (£1000), Stowell PCC (£350) and Charlton Horethorne Parish Magazine (£77).

**RESOLVED: It was proposed and unanimously agreed to approve the grant requests.**

**ACTION: Clerk**

- ii) The consideration of variable budget line items.

MH summarised the budget, detailing those that have significantly increased (or decreased) and the reasons. The village green maintenance budget was raised to cover an expected cost increase along with the PC insurance. The PC also thought it prudent to increase the budget for the implementation of the Community Plan, in light of the Harvest Lane development.

- iii) The consideration of retained reserves.

The retained reserves were explained and agreed to be in line with acceptable amounts retained for the size of parish.

- d. To agree the precept request for 2020-21

MH reported that the agreed 2020-21 budget necessitated a precept request of £8155, which represented a small annual increase on the previous year of 3.83%, resulting in a £1.02 increase for a band 'D' property.

**RESOLVED: It was proposed and unanimously agreed to submit a precept request of £8155 for the year 2020-21.**

**ACTION: Clerk**

- e. Any other financial matters.

IM requested that the PC consider the approval of the repair to the door frame of the newly adopted phone kiosk. The expected cost was anticipated to be £400 and would be covered by donations to the defibrillator fund.

**RESOLVED: It was proposed and unanimously agreed to allow the repair to the phone kiosk door to be instructed.**

**ACTION: IM**

#### 8. Correspondence.

All items of correspondence had previously been circulated via email and were presented by the clerk & noted by the PC.

- a. Email from Rural Services Network – The Rural Bulletin
- b. Email from Avon & Somerset Police – News Update
- c. Email from School Admissions – School admissions arrangements
- d. Email from SALC – Legal update regarding repairs to property relating to affairs of the church.
- e. Email from SALC – The good councillors guide to transport planning.
- f. Email from NALC – Chairmans open letter to all councillors
- g. Email from SSDC – The Great Parish Tree Giveaway 2019.
- h. Email from SWP – December recycling briefing
- i. Email from SALC – Buckingham Palace Garden Party

- j. Email from SSDC – Somerset Pollinator Action Plan.

**9. Planning.**

- a. To report any relevant planning decisions made by SSDC:

19/02314/FUL Barn at Golden Valley Farm, Charlton Horethorne, Status: Approved.

Noted.

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

- 19/03013/HOU Erection of a single storey front & side extension, 2 Bugle Cottages, Charlton Horethorne, DT9 4PR

DP reported that he had visited the property with SP, spoken with the applicant & neighbour, who had no objections. He described the nature of the improvements and the situational impact of the extension. He recommended that the PC support the application.

**RESOLVED: It was proposed and unanimously agreed to support the application.**

**ACTION: Clerk**

- 19/03223/HOU St Georges Cottage Stowell Lane Stowell Sherborne Dorset DT9 4PD

DP reported that he had visited the property with SP, again spoken with the applicant & neighbour, who had no objections. Due to the location of the property & the aspect of the extension it was agreed that it had no impact on any other residents. DP recommended that the PC support this application also.

**RESOLVED: It was proposed and unanimously agreed to support the application.**

**ACTION: Clerk**

- c. To give an update report on the Harvest Lane development proposal.

There was nothing further to report at this time.

- d. To note planning application 19/03287/PAMB, Ciderhouse Farm, Sigwells, Prior notification for change of use of 2 agricultural buildings to 5 dwellings.

Noted.

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

- a. Quotes for Green Maintenance contract

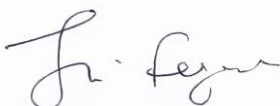
MH asked the clerk to contact SSDC requesting a quote for the continuance of the village green maintenance.

**ACTION: Clerk**

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

Comments were made regarding the impact of the 5 potential properties at Ciderhouse Farm, Sigwells on the total number of homes detailed in the Harvest Lane development, against the requirement quoted in the CP. MH explained that, as and when an application is made, this would be a point for consideration.

**12. Date of Next Meeting:** 9<sup>th</sup> March 2020



Julie Ferguson  
Parish Clerk