

MINUTES OF LEIGH-ON-MENDIP PARISH COUNCIL MEETING

HELD ON MONDAY 17 JANUARY 2022 AT 7.00 P.M. IN THE MEMORIAL HALL

Present David Mattick, Chairman DM
Estelle Kirby EK
Iain Kirby IK
Martin Carter MC
Vicki Taylor VGT

Also in attendance District Cllr A Townsend (AT), County and District Cllr P Ham (PH),
Chris Cudmore (Interim Clerk) and 2 members of the public.

118/21 Open Forum

Mrs E Hitchins asked whether any events were organised in the village for the Queen's Platinum Jubilee, 2-5 June as an event is planned for the 2-3 June at The Bell. DM stated that events were being discussed by village groups but yet to be confirmed. The matter to be discussed further on the agenda and Mrs Hitchins would be kept informed. See item 130/21.

119/21 Apologies

119.1/21 Paula Freeland (PF), Vicki Trundle (VT).

120/21 Declarations of Interest, Dispensations and Requests for Recording

120.1/21 A dispensation was signed by all councillors present to allow agreement of the budget and precept. There were no declarations of interest or requests for recording.

121/21 Minutes of the Meeting held 20 December 2021

121.1/21 Agreed and signed as a correct record.

122/21 Matters arising from the meeting held on the 20 December 2021

24.3/19 Churchyard Walls – PF will invite a contractor to look at the work required with a view to obtaining an indicative price – ongoing. PF

133.1/20 Additional Dog Bin (Stocks Lane) – VT to confirm exact location, a post has not yet been acquired. Clerk asked to submit a request on Facebook. Ongoing until bin has been installed. VT Clerk

51.4/21 Cemetery Clerk recruitment, provisionally accepted by Kate Egan. DM to complete contract agreement – ongoing. DM

55.3/21 Agreement for Rangers to remove bramble patch in churchyard – awaiting agreement with MDC at meeting on 18 Jan - ongoing. DM

5.8/21 Halecombe Quarry Community Fund first meeting /Halecombe Liaison meeting
69.9/21 arrangements. PH had agreed dates with Tarmac of 1 Feb (Liaison) and 15 Feb (Community Fund) – complete.

67.4/21 Clerk to correct HMRC records to match invoices/payments periods. Information posted to HMRC, no outstanding payments - complete.

83.4/21 Online banking facility decision deferred until new clerk in post - closed.

83.5/21	Clerk to update NatWest bank and NS&I Savings signatories. Obsolete bank signatories requested to be deleted (leaving only DM, VGT & CC). Update of new signatories deferred until new clerk in post – closed.	
94.1/21	EK confirmed the cost of Institute of Cemetery and Crematorium Management membership to provide support for the opening of the new cemetery. The payment of £95 was proposed by VGT, seconded by DM and unanimously agreed. The form was completed. Clerk to submit.	Clerk
84.4.1/21	PH had contacted the head of department in MDC (Haylee Wilkins) to establish their responsibility for the maintenance, safety and liability of the closed churchyard. Meeting to be held 18 Jan – ongoing.	PH
84.4.2/21	DM to confirm whether the Parochial Church Council had any liability. Confirmed that cover is provided by PCC insurance – complete.	
86.4/21	Street lights in Bellfield should turn off between midnight and 5:30am. Contractor had confirmed to MC that lights are operating correctly – complete.	
86.10/21	IK to arrange access to a link to a useful emergency planning video for councillors to view prior to deciding on the way ahead – complete.	
106.2.1/21	Clerk to submit comments on 2021/2750/HSE (copy to PH & AT) – complete.	
106.3.1/21	Clerk to submit comments on 2021/2679/VRC (copy to PH & AT) - complete.	
106.4.2/21	Clerk to submit comments on 2021/2649/FUL (copy to PH & AT) - complete.	
108.1/21	The ongoing development of the Park Corner traveller site (Mells Parish) was previously discussed. PH and AT undertook to raise this with officers and find out the position. As development continues the Parish Council requested an update on the position – ongoing.	PH & AT
109.4/21	Suitable candidates for Clerk/RFO progressed by DM - complete.	
109.5/21	DM to update and circulate the budget spreadsheet - complete.	
110.1/21	Resolution of overlapping cremation plots (previous action 38/21). EK has now agreed with all parties to move one interment to an alternative plot. Matter now covered as normal cemetery business. Action closed.	
112.4/21	Parking area on Park Hayes Grass – MC to circulate specification and quotes to councillors - complete.	
112.4/21	MC has spoken to the owner of the tipper truck and requested it is not parked obstructing the pavement - complete.	
112.10/21	IK had distributed slides of Climate and Emergency Plan - complete.	
116.1/21	A planning breach query has been raised with MDC regarding use of the land south of Apple Meadow View – complete. A planning intimidation issue has been discussed with the MDC Monitoring Officer - complete.	
123/21	Position of Proper Officer (Clerk & Responsible Financial Officer)	
123.1/21	A new clerk has been interviewed and provisionally accepted. It is anticipated that the new clerk will start on 1 Feb with a clerk overlap of one month. DM to conclude contract agreement.	DM

124/21 District & County Councillors Reports (maximum 5 minutes)

124.1/21 Mendip District Council (AT) – Mendip’s Full Council had voted to adopt the updated Local Plan Part 2 although it does not produce a forward 5 year supply of housing sites. VGT questioned whether this apparent waste of time and money should be presented to the Mendip Scrutiny Committee. PH believed it was outside their scope.

124.2/21 Somerset County Council (PH) – several attempts had been made to arrange liaison and community funding meetings with Tarmac, 1 & 15 Feb now agreed. DM stated that these dates are now in the public domain and should be held without any further delay. PH to ensure that SCC provide the required financial reports for the Long Term Management and Community Funds. PH

124.3/21 PH reported that he had received many complaints regarding the apparent uncontrolled development at Park Corner and would be progressing with Planning Enforcement (previous action 108.1/21).

125/21 Planning: New Applications

125.1/21 [2021/2670/HSE](#) Erection of a single storey rear extension, detached double garage and associated works Badminton House Leigh Street Leigh On Mendip BA3 5QP

125.1.1/21 There were no issues regarding design and appearance, impact on public visual amenity, overlooking, loss of privacy or overbearing nature of proposal. It was proposed (IK), seconded (VGT) and unanimously agreed to recommend approval. Clerk to submit comments (copy to PH & AT). Clerk

126/21 Previous Planning Applications:

126.1/21 [2021/2763/APP](#) Application for approval of details reserved by condition 6 (Surface Water Drainage System) on 2021/0983/FUL. Dwelling attached to 6 Park Hayes Leigh On Mendip – approved

126.1.1/21 Details regarding approval of reserved matters are not publically available (on the MDC website). AT agreed to investigate with Mendip Planning. AT

126.2/21 [2021/2750/HSE](#) Erection of a replacement single storey rear extension with associated works - Church Cottage 5 Church Walk Leigh Street - pending

126.3/21 [2021/2679/VRC](#) to vary conditions 2 (plans list) and 3 (Materials) of 2021/0646/FUL (Erection on 1no. dwelling with associated landscaping and road access) for material changes and a rear lean-to utility extension. - 2 Spring Cottages Blackers Lane Leigh On Mendip – pending

126.4/21 [2021/2649/FUL](#) Erection of 3no single storey three bedroom dwelling houses. - Land South Of Apple Meadow View Park Hayes Leigh On Mendip – pending.

126.4.1/21 Amended plans and drainage documents had recently been issued with comments due by 28 Jan. It was agreed to seek an extension to discuss at next meeting or to hold an extra meeting. Clerk
VGT reported that the planning officer had visited the site on 12 Jan.

126.5/21 [2021/2403/FUL](#) Conversion of barn into holiday let Land At 368121 146641 Tadhil Lane Leigh on Mendip – pending

126.6/21 [2021/2284/LBC](#) Repairs to single storey lean-to kitchen extension roof to include replacement of tiles - Cottage Garden Leigh Street Leigh On Mendip – pending

126.7/21 [2020/1877/OTS](#) | Outline Planning Permission for up to 40 dwellings and provision of school playing field and car park Quarry Lane Leigh On Mendip – Appeal lodged, awaiting details of format and consultation.

126.7.1 The proposed layout and number of properties has been amended. Mendip Planning is still waiting to receive confirmation from the Planning Inspectorate as to the start date for the appeal hearing. Once that has been received letters of notification will be issued to those who commented and all other interested parties. DM has offered the Memorial Hall as a venue for the hearing.

127/21 Other Planning Matters

127.1/21 [2022/0035/FUL](#) Erection of 2no holiday let cabins and associated parking Grove Shute Farm BA3 5QT

Issued after agenda with comments due by 6 Feb. It was agreed to seek an extension to discuss at next meeting or to hold an extra meeting.

Clerk

127.2/21 On 20 Sep the Parish Council raised a potential breach of planning regulations regarding the construction of Holiday lets in the disused quarry on Whitehole Hill. Four issues were raised on Unit 3 – occupation before parking spaces, occupation other than holiday let, cladding materials and inappropriate boundary treatment. The Enforcement Officer has issued a Planning Contravention Notice. No further information.

127.3/21 On 23 Dec the Parish Council raised a potential breach of planning regulations regarding the land south of Apple Meadow View regarding fencing, access and dumping. No response yet received.

128/21 Finance

128.1/21 The financial statement was agreed and reconciled with the bank statement.

128.2/21 NatWest confirmed that the payment to Came & Co (#1087) was £437.26 and this was accepted by Came & Co in their receipt. Clerk to amend the cashbook entry.

128.3/21 Payments

The following invoices were signed and cheques were approved

- Grass Cutting (Jan) – idverde: £101.12 cheque #1118
- Institute of Cemetery & Crematorium Management membership: £95.00 cheque #1119

128.4/21 Income from cemetery fees - Sylvia Glover memorial.

128.5/21 The budget spreadsheet, including the Tax Base, was proposed (MC), seconded (IK) and unanimously accepted.

128.6/21 A precept of £11,300 was agreed and the form signed.

128.7/21 The Clerk/RFO reported:

- Obsolete NatWest signatories had been requested to be deleted (DM, VGT & CC remain).
- Address update (NatWest & NS&I), online banking arrangements and adding signatories to be completed following appointment of new clerk.
- 21/22 VAT claim submitted for £408.24
- Invoice for Mells Park Solar Farm payment to be issued.

133/21 Points from the Parish Bulletin / Parish Forum / Local Council Network

133.1/21 Parish Forums – 11 Jan slides circulated. EK/IK to see if Noelle Leigh is interested in being our Tree Officer. EK/IK

134/21 Meetings Attended / to be attended

134.1/21 11Jan: Parish Forum - Attended by IK.

- 134.2/21
- 18 Jan: Cemetery meeting with MDC – DM
 - 25 Jan, 3 or 9 Feb: Carbon Literacy training (one full day) – no volunteers
 - 1 Feb: Halecombe Liaison meeting – DM and D Sparkes (Emeritus Councillor for Halecombe quarry matters)
 - 1 Feb: Local Council Network (LCN) meeting
 - 15 Feb: Tarmac Community Fund meeting – DM and D Sparkes (Emeritus Councillor for Halecombe quarry matters)
 - 17 Feb: T&PC (Unitary) conference (Virtual)
 - 24 Feb: Councillor training – The cost for two attendees was approved. EK & IK to advise the Clerk if they wish to attend. EK/IK
 - 2 Mar: Whatley and Westdown Quarries Community Liaison Meeting
 - 8 Mar: Parish Forum

135/21 Correspondence

- 135.1/21 Correspondence previously forwarded to Cllrs
- SCC COVID 4x weekly updates
 - 23Dec - Notice of Adoption - Mendip Local Plan Part II 2006 - 2029: Sites and Policies
 - 4 Jan – Household Support Fund (published on website)
 - 10 Jan – How Westdown proposals protect Asham Wood
 - 10 Jan – PROW (Footpaths) Info (DM only)
 - 10 Jan – Online Meetings Petition (SALC)
 - 11 Jan – Ready for anything: Emergency Preparedness
 - 11 Jan – Winter Readiness
 - 12 Jan – Notes of LCN meeting 16Dec – (DM only)
 - 13 Jan - Supplementary Planning Document: Design and Amenity of New Development, Guidance – PF to review PF
 - 13 Jan - Minutes of Whatley Quarry Liaison meeting 15 Dec
 - 14 Jan - Whatley quarry blasting notification service
 - 14 Jan - Parish Forum January 11th Presentations

136/21 Date and Time of Next Meeting

136.1/21 Monday 21st February at 7pm. Venue to be confirmed as Hall is not available. Extraordinary (Planning) meeting may be necessary beforehand.
Meeting Closed at 9.36pm