



- 6.2 **(11.1.1) Planning Application 2016/0966/FUL – installation of dual fuel generators and associated infrastructure on land at Soho Farm for Mr Michael Samuel –** the Clerk had informed MDC of the decision of the Council - complete **Clerk**
- 6.3 **(12.2) Balance Sheet and Asset Registers –** these documents are now on the website - complete
- 6.4 **(12.2) New Cemetery –** the site visit by Wessex Water had taken place - complete
- 6.5 **(12.3) Pharmacy - Coleford –** a response had been sent to NHS England - complete
- 6.6 **(12.4) Defibrillator –** DM had provided the Clerk with the appropriate invoice - complete
- 6.7 **(12.5) Gravestone Survey -** complete
- 6.8 **(12.8) Co-options –** the Clerk had discussed the procedure for co-opting with MDC and placed notices on the noticeboard and an article in the magazine – complete.
- 7 MINUTES OF THE ANNUAL PARISH MEETING HELD ON 16 May 2016**
- 7.1 The minutes of the Annual Parish Meeting held on 16 May 2016 were agreed as a true and accurate record and signed by the Chairman.
- 8 MATTERS ARISING FROM THE ANNUAL PARISH MEETING OF 16 MAY 2016**
- 8.1 **Item 1 –** DS informed Mr Weston of the name of the sponsor responsible for the footpath across his land - complete
- 8.2 **Item 3 – attendance at PACT Meetings –** CC reported that the Council had considered attendance at PACT meetings and agreed to attend only if there was an issue which affected the village - complete
- 8.3 **Item 5 – Neighbourhood Watch –** it was noted that the two new schemes are working effectively and information is passed onto those who have requested it.
- 9 ELECTION OF REPRESENTATIVES**
- 9.1 Current representatives:

- **Quarry** – David Sparkes
- **Footpaths** – David Sparkes
- **Recreation Field** – Vicki Trundle
- **Memorial Hall** – David Mattick
- **Highways** – Chris Cudmore
- **School** – Paula Freeland
- **SALC** – Clerk
- **Website** – Chris Cudmore
- **Administration of Facebook Group** –Vikki Batten

**9.2** It was proposed by CC, seconded by DS and agreed unanimously to keep representation as indicated although this is subject to change if new Councillors are co-opted.

## **10 APPROVAL OF ASSET REGISTER**

10.1 The Asset Register had been amended to include the land for the cemetery, the defibrillators (2) and salt bins (3). It was agreed unanimously to adopt the amended version of the register.

*The Annual Parish Council Meeting was interrupted at this point to hold the Annual Parish Meeting (see separate minutes).*

## **11 PLANNING**

**11.1 2017/1195/FUL Conversion and extension of a barn to a single dwelling at Knapp Hill Farm, Knapp Hill, Leigh-on-Mendip for Mr and Mrs Norgrove**

11.1.1 The above application was discussed and Tom Rodford as neighbour to the property gave his views.

11.1.2 It was proposed by DS, seconded by CC and agreed unanimously to recommend approval of the application. However the response to MDC will include the statement that the acceptance is on the basis that visually the barn looks very similar to the existing barns and although a new dwelling of a reasonable size, as a single dwelling it will not have any impact on the environment. Additionally the ownership of the driveway onto the highway is possibly incorrect as reported by a parishioner.

**11.2 Application for approval of details reserved by conditions 6 (Timing of Works); 7 (External Lighting); 8 (Bat Roost and Next Boxes); and 9 (Ecological Management Plan) attached to**

**planning permission 2014/2760/FUL at Grove  
Shute Farm, Towns End Lane, Leigh-on-Mendip  
BA3 5QT**

- 11.2.1 William and James Habershon attended the meeting and gave an update on the application of details reserved by conditions 6, 7, 8 and 9.
- 11.2.2 The application was discussed by the Council. It was proposed, seconded and agreed unanimously to recommend approval of the application with the following assumptions
- The arrangement and type of trees in the Ecological Enhancement Area is as shown on the recently revised site plan (930 002B) which takes precedence of the Ecological Management Plan. A revised copy will be sent to MDC after receipt from Habershon
  - Para 1.6 of the Ecological Management Plan states that the Ecological Enhancement Area will be managed long-term for wildlife. The Parish Council seek assurance that this is a perpetual commitment and has no expiry.

11.2.3 It was agreed that CC would send the response to MDC

**CC**

**11.3 Planning – Status of current applications**

11.3.1 **2017/1022/CNT - Halecombe Quarry – pending consideration**

11.3.2 **2017/1059/CLP – application for a lawful development certificate for the proposed use of an agricultural building as a dwelling and associated operational development on land adjacent to 2 Spring Cottages, Tadhil Leigh-on-Mendip – approved not open for consultation**

11.3.3 **Whitehole Quarry Holiday lets – material change on plot 3 – not open for consultation**

**11.4 Planning – new applications**

11.4.1 It was noted that two further applications had been received after the agenda had been completed. Extensions for response have been requested and these will be discussed at the next meeting.

**11.5 Planning - Enforcement**

11.5.1 CC reported on apparent contravention of the approved plans at the new development – Apple Meadow View. He has reported his concerns to the Planning Enforcement Team at MDC and awaits a response.

## 12 FINANCE

12.1 **Year End Accounts** the financial statement as at 31.03.17 was approved and signed as a correct record.

12.2 **Financial Statement as at 15.05 17** – the financial statement as at 15.05.17 was approved and signed as a correct record

12.3 **Governance Statement** – the Governance Statement was approved and signed for audit purposes

12.4 The following payments were agreed and cheques signed

- **Came & Co** – annual insurance premium – £335.21
- **Mrs A Brooks** – £225.35 (clerk's salary £10.467/hr = £251.21 less tax at 20% (£50.24) plus expenses £10, APM refreshments £6.39 and newsletter paper £7.99
- **Mr C Ingrem** – reimbursement for materials used for painting signposts - £84.54
- **Postlebury PCC** – printing of newsletter - £50.40

12.5 **Renewal of insurance cover** – it was agreed unanimously to take advantage of the offer of a discount which reduces the annual premium if the Council enters a three year binding agreement with Ecclesiastical until the 31 May 2020. (See cheque issued above).

## 13 URGENT REPORTS/ACTIONS FROM COUNCILLORS

13.1 **Affordable Housing** – AT has identified the person to meet with at MDC and is in the process of setting up a meeting.

AT

13.2 **Risk Assessment** – DM will circulate the updated risk assessment and the Clerk will produce a list of actions arising from this.

DM/ Clerk

- 13.3 **PCSO** – DS has not been able to speak to the PCSO about the recent ‘rave’ at Barnsclose. However a check is being kept on the entrance and if it is not secure then the landowner will be contacted.
- 13.4 **Dog Bags** – following on from the discussion on dogs fouling the Recreation Field and the suggestion that bags should be provided on the side of the bins, DM agreed to look to see what could be purchased. **DM**
- 13.5 **Rural Forum** – next meeting 13 June, DS will attend. **DS**
- 13.6 **Footpaths** – a letter had been received from a parishioner regarding the state of the footpath through Hurdlestone Wood to Pitten Street where fallen trees are causing a hazard. DS stated that this has been reported.
- 13.7 **Co-option** – the Clerk mentioned the importance of trying to fill the two vacancies. CC agreed to speak to two possible candidates. **CC**
- 13.8 **Invitation to host free NHS Health Check Events** – the Clerk had passed this information onto LOMCA who had declined. The Parish Council will consider hosting this themselves. **Clerk**
- 13.9 **Somerset Remembers** – the Clerk had received a letter from the Lord Lieutenant of Somerset regarding the marking of the centenary of the end of the First World War in 2018. There will be a commemorative event in Wells on the evening of Tuesday 6 November 2018 and the intention is to involve people from across Somerset representing all communities from all walks of life and of all ages.
- 13.10 **Requirements for APCM from Standing Orders** - the Clerk will check the requirements for the APCM from Standing Orders and action them at the next meeting. **Clerk**
- 14 DATE OF NEXT MEETING**
- 14.1 The next Parish Council Meeting will take place on Monday 19 June at 7.00 p.m. in the Memorial Hall.