

**MINUTES
LEIGH-ON-MENDIP PARISH COUNCIL MEETING
HELD ON MONDAY 17 JULY 2017 AT 7.00 P.M. IN THE MEMORIAL HALL**

Present	Chris Cudmore (Chairman)	CC
	Paula Freeland	PF
	Vicki Trundle	VT
	David Sparkes	DS
	Simon Wolf	SW

In attendance	Anthea Brooks, Clerk	AB
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015/17	APOLOGIES	ACTIONS
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015.1/17	Apologies were received from Dave Mattick (DM), Alan Townsend District Councillor (AT) and Philip Ham, County and District Councillor (PH)	
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016/17	CO-OPTION OF COUNCILLORS	
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016.1/17	Simon Wolf was welcomed as a new Councillor. CC reported that another potential Councillor had come forward and would be co-opted in September giving a full Council. The Clerk will organise the necessary paperwork.	Clerk
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017/17	DECLARATIONS OF INTEREST AND DISPENSATIONS / REQUESTS FOR RECORDING	
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017.1/17	There were no declarations of interest. It was noted that the meeting could be recorded if requested.	
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018/17	MINUTES OF THE MEETING HELD ON 19 JUNE 2017	
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018.1/17	The minutes of the meeting held on 19 June 2017 were agreed as a true and accurate record and signed by the Chairman.	
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019/17	MATTERS ARISING FROM THE MINUTES OF 19 JUNE 2017	
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064.3.3/15	Highways – the white line markings (SLOW) at Knaphill/Downhead crossroads on the Old Wells Road have now been done. PH will be asked for an update on a possible speed control on the same road.	PH
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057.1/16	Defibrillator – DM has confirmed that Ty Schlechter is the guardian of the Recreation Field defibrillator with DM as back up. Dee Urch and Joan Pattison are the guardians for the Hall defibrillator. It was noted that the Hall defibrillator was taken as a precautionary measure during a recent incident in the village but in the end was not used - complete	
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087.4/16	Wildflowers - VT confirmed that she has been in contact with Somerset Wildlife Trust regarding suitable areas in the village for sowing wild flowers – complete.	
109.1.7.2/16	Affordable Housing – CC reported that a meeting has been set up with the relevant officers at MDC to take place on 8 August.	CC
110.3/16	Painting telephone box – details had been received regarding the type of paint required for this. DS stated that the Village Rangers would help to prepare the box for painting – ongoing.	DS
110.5/16	Asset Register and Risk Assessment – Back-up files were given to CC and the Chairman’s acceptance form signed. The Clerk was asked to review the Risk Assessment to see if there are any outstanding actions.	Clerk
132/16 and APCM 13.8	NHS Health Check Event – the Clerk had spoken to the Project Co-ordinator and informed her that the Council had decided to offer to host this event but would like to do so in liaison with another village. It was noted that the likely date will be in October. It was agreed that the Clerk would continue with the organisation of this and would contact local villages with a view to linking with one of them – ongoing.	Clerk
APCM 13.4	Dog Bags – discussed as a separate agenda item - complete	
006.1/17	2017/1221/HSE External renovation and alteration works, internal renovation and alteration works, extension to the rear, demolition of garage and extension to replace at Raglan, Leigh Street, Leigh-on-Mendip - the Clerk had written to Daniel Foster, Principal Planning Officer giving the views of the Parish Council. A response had been received stating that the information had been placed on the file in question. The Clerk will send a copy of the response to CC.	Clerk
006.2/17	It was agreed that in future any comments on planning applications would include a reference to the Village Design Statement	
009.1/17	Review of Policies – it was agreed that Standing Orders, Financial Regulations and the Code of Conduct will be distributed during September for review and approval at the October meeting.	Clerk
013.1/17	Transforming Ageing – The Clerk had sent this information to LOMCA - complete	
013.1/17	Fly the Red Ensign for Merchant Navy Day on 3 September – discussed as a separate agenda item.	

005.4/17	SCC Fingerpost Sign Project – PH to report back on this project	PH
020/17	DISTRICT AND COUNTY COUNCILLORS REPORTS	
020.1/17	In the absence of both AT and PH the following points were noted from their reports	
	<ul style="list-style-type: none"> • Wainwright's are applying to operate three new tip areas on the edge of the quarry • TOR Works are to bring forward the first phase of the restoration plan • Wainwright's Public Consultation – date to be obtained 	
021/17	PLANNING	
021.1/17	New Applications	
021.1.1/17	2017/1698/HSE Single storey extension to principal elevation and decking area at Three Acre Annexe, Fern Cottage, Leigh-on-Mendip for Mr M Young	
021.1.1/17	The above application was discussed. It was proposed by DS, seconded by PF and agreed unanimously to recommend approval with the only proviso being that this extension does not make the traffic situation worse. It was noted that the Village Design Statement is not relevant in this case as the extension matches the materials in the existing building. The Clerk will inform MDC of the decision of the Council.	Clerk
022.1/17	Status of Current Applications	
022.1.1/17	2017/1222/FUL Change of use of part pasture land (pony paddock) to residential gardens space at Raglan, Leigh Street, Leigh-on-Mendip - pending	
022.1.2/17	2017/1231/FUL Increase height of nave roof by 130mm to accommodate thermal insulation in the course of repair at St Giles' Church, Leigh-on-Mendip – approved	
021.1.3/17	2017/1110/FUL Conversion of one dwelling to two separate dwellings at 2 Bellfield, Leigh-on-Mendip - pending	
021.1.4/17	2017/1195/FUL Conversion and extension of a barn to a single dwelling at Knapp Hill Farm, Knapp Hill, Leigh-on-Mendip – approved	
021.1.5/17	2017/1022/CNT Deepening of Halecombe Quarry by the extraction of limestone, replacement of existing asphalt plant with a new asphalt plant and associated facilities, retention of the concrete	

batching plant and the reopening of the access road to Rookery Farm with relinquishment of the existing permission and extension of end date for the entire quarry and all quarry activities to 31 December 2044 with restoration to be completed by December 2046 – pending. Due to be decided by 21 July. CC will ask PH for an update especially around the S106.

022/17 FINANCE

022.1/17 **Recreation Field Rent** – £1 received for the 2017 rent.

022.2/17 **Financial Statement** - the statement to 17.07.17 was approved. It was agreed to consider a transfer to the NS&I account at the next meeting. **Clerk**

022.3/17 **VAT Repayment** – the Clerk reported that a sum of £1004.30 being VAT repaid for 2016/17 has been received. It was noted that there is still an amount of £263.94 owing from 2016/17 financial year which has been claimed. Amounts of £118.29 (2014/15) and £113.90 (2015/16) are also outstanding and have been claimed. **Clerk**

022.4/17 **Grant for School** – the school had asked for a grant towards the purchase of an additional playground bench. CC proposed, VT seconded and it was agreed unanimously to provide £296.11 for this purchase.

022.5 /17 **Cheques raised**

- **Clerk's Salary June 2017** - £211.01
- **Clerk's Salary July 2017** - £211.01
- **HMRC April to July 2017** - **£195.60**
- **Liam Biddlecombe** – grass cutting in churchyard/cemetery - £400.00
- **Leigh-on-Mendip First School** – grant - £296.11

023/17 CEMETERY MATTERS

023.1/17 Churchyard

023.1.1/17 The Clerk reported that the contractor had been asked to cut the grass within the scaffolding compound during the recent downtime in work on the church. The Clerk also reported that she had asked the contractor to strim the weeds on the graves in the lower part of the churchyard.

023.1.2/17 The Clerk mentioned the condition of the steps to the lower churchyard area and agreed to report this to MDC. **Clerk**

023.2/17 New Cemetery

023.2.1/17 **Utilities to church** – it was noted that water and telecoms had been installed as planned but the drains proved to be more of a problem. The Wessex Water

drain was shallower than previously thought and a pumped system had to be installed. Also the connected 110mm drain sweeps north to a point 4 metres from the south end fence in the worst case which means that there is a loss of area for future burials/interments.

023.2.2/17 **Weeds** – Simon Biddlecombe has been asked to quote for weed killing in the new cemetery area. There were other options including strimming once a month to keep the weeds under control or strimming, laying grass seed and then mowing regularly. CC proposed that the Council accept Simon's quote of £35 for treating the new cemetery with Round-Up, seconded SW, agreed unanimously. CC will inform Simon Biddlecombe of the decision **CC**

024/17 DOG WASTE – Recreation Field

024.1/17 DM had researched a dog waste bag dispenser following a suggestion made by a member of the public at the Annual Meeting. Price of a dispenser is £94.80 and the bags are £31.20 for 800 including VAT.

024.2/17 CC proposed that VT should take this information to the next Recreation Field Committee on 24 July when a decision can be made as to whether the dispenser is required or not. If it is supported then the Parish Council agreed to pay for it as a one off and the Recreation Committee can purchase the bags in the future. The Parish Council agreed to support whatever decision is made by the Recreation Committee. **VT**

024.3/17 DS reported on dog waste left in a bag near the footpath stile to Halecombe. He will keep an eye on the situation and leave a note asking for the waste to be removed if necessary. **DS**

025/17 FLY THE RED ENSIGN FOR MERCHANT NAVY DAY 3 SEPTEMBER

025.1/17 It was agreed that the Clerk would contact Richard Blaker to see if he has a flag (as suggested at the previous meeting). If he has then the PCC will be approached to see if it can be flown on 3 September from the church flagpole. **Clerk**

026/17 RESOLUTION REGARDING ABSENCE OF COUNCILLOR

026.1/17 It was noted that VT would be absent from the Council from the end of August 2017 for 12 months. The Council approved the reason for the prolonged period of absence and resolved to permit VT to be absent for a period of time longer than 6 months. VT asked to be kept

informed by email of Council matters and would be willing to review documents when necessary.

027/17 COUNCILLOR REPORTS

027.1/17 PCSO – next PACT meeting 19 September at Mells. DS will attend.

027.2/17 Footpaths – DS reported that the fallen signpost opposite Fern Cottage has been assigned to be re-erected. The footpath from Barnsclose to the field has been cleared by DS. DS has reported that maize is growing across footpaths in several fields which are impassable. The problem with the footpath in Hurdlestone Wood has been reported. DS will ask for a situation report on these outstanding issues.

DS

027.3/17 Village Rangers – DS reported that another volunteer had come forward and so far eight hours of work have been carried out by the Rangers. All the signposts have been cleared of foliage except the one at Downhead crossroads. DS reported that at the top of Vobster Hill and Coleford there are two posts, the original cast iron post which has been abandoned and a new galvanised pole. DS proposed that the original cast iron post should be reinstated and painted.

027.4/17 Highways – it was noted that the verges have been cut.

027.5/17 Recreation Field – SW agreed to attend Recreation Field meetings whilst VT is away and he will go to the next meeting on 24 July with VT. Dog Control Orders were discussed and CC agreed to email SW the details of a website with more details.

CC

027.6/17 Memorial Hall – it was noted that a property near the church is for sale and mentions a parking area in the car park. However on investigation it was discovered that the area in question is actually owned by Wadworth and as such belongs to the pub car park. It was noted that the Memorial Hall Car park boundary is in line with the front of the building. The Clerk reported that she had obtained a quote for gravel for the car park which had been passed to the Hall Committee.

027.7/17 School – grant for bench agreed (see under Finance matters)

027.8/17 SALC – nothing to report.

027.9/17 Quarry –nothing to report

028/17 POINTS FROM PARISH BULLETIN

028.1/17 Nil return for Gypsy and Traveller report

029/17 MEETINGS ATTENDED/TO BE ATTENDED

- 029.1/17 • Parish Forum 26 September at MDC
- PACT Meeting 19 September at Mells

030/17 CORRESPONDENCE

030.1/17 The Clerk had received the following correspondence

- Email from SCC Chairman's Awards for Service to the Community – to be sent to Councillors. Any suggestions for nominations to be made before 1 September **All**
- PCSO Report Frome Rural North Beat – the Clerk will distribute to Councillors **Clerk**
- Consultation on Proposals for introducing Public Space Protection Orders within Mendip District – the Clerk will send to CC for consideration **CC**
- Ecclesiastical Long Term Agreement form – signed by CC. This form follows the Council's decision to accept a discount for agreeing to remain with the insurers for the next three years.

031/17 DATE AND TIME OF NEXT MEETING

031.1/17 The next meeting will be held on Monday 18 September at 7.00 p.m. in the Memorial Hall.