

**MINUTES
LEIGH-ON-MENDIP PARISH COUNCIL MEETING
HELD ON MONDAY 15 JANUARY 2018 AT 7.00 P.M. IN THE MEMORIAL HALL**

Present	Chris Cudmore (Chairman)	CC
	Vicki Trundle	VT
	David Sparkes	DS
	Vicki Taylor	VG
	Simon Wolf	SW
	Dave Mattick	DM
	Paula Freeland	PF

In attendance	Anthea Brooks, Clerk	AB
	One member of the public for item 106/17 only	

ACTIONS

096/17 APOLOGIES

096.1/17 Apologies were received from Philip Ham, County and District Councillor (PH) and Alan Townsend, District Councillor (AT)

097/17 DECLARATIONS OF INTEREST AND DISPENSATIONS / REQUESTS FOR RECORDING

097.1/17 VT declared an interest in discussions around purchase of the land for the Open Space project. There were no requests for recording.

098/17 MINUTES OF THE MEETING HELD ON 18 DECEMBER 2017

098.1/17 Item 078.6/17 – the sentence beginning ‘a map showing the area under consideration’ was deleted. With this alteration the minutes of the meeting held on 18 December 2017 were agreed as a true and accurate record and signed by the Chairman.

099/17 MATTERS ARISING FROM THE MINUTES OF 18 DECEMBER 2017

132/16 and APCM 13.8	NHS Health Check Event – The Clerk will find out if this might be a regular event and if so consideration will be given to holding another session - ongoing	Clerk
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036.1/17	Affordable Housing - to identify possible sites, need and housing association – ongoing.	CC
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045.4/17	Bank Mandate – PF and VT need to have their signatures added to the mandate and the Clerk will send them the necessary forms.	Clerk
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057.1/17	Coleford Housing Needs Survey – AT will send a copy of this to CC for distribution to Councillors. Formal questionnaire will be available after Christmas	AT
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059.3/17	Welcome Booklets – Information has been put on Facebook - complete	
067.1/17	Email address – The Clerk will commence using the new gmail address which has been created as soon as possible.	Clerk
076.1.3/17	New Cemetery – footpath - CC reported that the cost for the pre assessment of the planning stage could be up to £100. It was agreed unanimously to cover this cost.	CC
077/17	Review of Policies – the Clerk to send the corrected copies to CC for inclusion on the website.	Clerk
078/17	Open Space Contribution – the following actions had been completed.	
078.8/17	<ul style="list-style-type: none"> • Discussion has taken place with the owners of Manor Farm to ascertain how much they wish to sell. They will also carry out their own valuation using Cooper and Tanner - complete 	
078.8/17	<ul style="list-style-type: none"> • A valuation is being sought from Killens so there is no conflict of interest. A sum of up to £300 was agreed by the Council for the valuation to take place - complete 	
078.8/17	<ul style="list-style-type: none"> • SW had drafted some feedback for parishioners which was approved by Councillors and put on the village Facebook page - complete 	
088.1/17	Parish Forum – the time of the forum remains at 6.00 p.m. although there was feedback that it should be later. AT will take this up with MDC and report back - ongoing	AT
089/17	Planning – The Clerk had informed MDC of all planning decisions agreed at the last meeting - complete	
089.4/17	2017/3127/APP Application for approval of details reserved by conditions, 3 external facing materials, 8 lighting scheme, 9 ecological survey, 12 foul sewage scheme on planning consent 2017/1788/VRC at Whitehole Farm, Whitehole Hill, Leigh-on-Mendip – it was noted that the comments of the Council are not recorded on the MDC website. The Planning Officer has said that he has passed the comments onto the Ecologist.	
089.5/17	2017/3266/PAA Prior approval for a proposed change of use of agricultural building to 3 dwelling houses (class C3) and for associated operational development – building and land at Ivy Cottage, Leigh-on-Mendip for J Hudson – CC had approached Jo Hudson about the possibility of affordable housing on this development. She is considering options but will not	

be making a decision until the planning outcome which is due on 6 February.

- 089.6.4/17 **Grove Shute development** – CC had asked the developers for an explanation of their actions in removing the ‘old’ hedge and installing a new access gate. An email had been received giving the reasons and stating that a new mixed species hedge would be planted shortly as per planning requirements. - complete
- 090.2/17 DM reported that he had spoken to the PCC about releasing the funds budgeted for the Church – complete
- 090.2/17 Parish Plan Actions – First Aid/Defib training. DM reported that he had approached Vicky Batten about further first aid courses. She had responded that she was happy to run another course and that this could be youth specific if that was what was wanted. The next step is to choose some suitable dates and advertise for attendees - ongoing. **DM**
- 090.3.1/17 **Churchyard and cemetery** - the Clerk has informed Simon Biddlecombe that he has won the contract for grass cutting and hedge trimming in the churchyard and cemetery for 2018 - complete
- 090.3.2/17 **Recreation Field** – Shepton Mallet Landscapes have been awarded the grass cutting contract at the Recreation Field for 2018. However a further quotation is still awaited for the additional areas – cutting the outfield area, trimming around the trees, pump track and wild flower meadow. The Clerk will chase this quotation. **Clerk**
- 092.3.1/17 **Soho Junction** – Simon Biddlecombe had quoted £150 for the work on the vegetation opposite Soho Cottage to improve visibility at the junction. It was reported that the householder is happy with the work to be done and has agreed to control and maintain the area in the future. It was proposed by CC, seconded by DM and agreed unanimously to accept the quotation from Simon Biddlecombe. The Clerk was asked to contact him to confirm this. **Clerk**
- 092.3.3/17 **Fingerposts** – CC to request prices for the various fingerpost parts as identified by DS – ongoing **CC**

100/17 DISTRICT AND COUNTY COUNCILLOR REPORTS

100.1/17 District Councillor - AT

- It was noted that Coleford and Holcombe PC have discussed the allocation and checking of a suitable landing site for the Air Ambulance for night landings.

100.2/17 **County Report - PH**

There was no report available

101/17 PLANNING

101.1/17 **2017/3300/HSE Demolition of existing single storey outbuilding/store, replacement with two storey extension at Melcombe View Farm, Soho for Mr A Flagg**

101.1.1/17 This application was discussed. It was proposed by DM, seconded by VT and agreed unanimously to recommend approval with the following observation. 'The Council observed that the roof scape does not match with the Village Design Statement and it was felt that this would be better if red clay tiles were used because the new roof scape is of significant size'. The Clerk will inform MDC.

Clerk

101.2/17 **2017/2760/FUL Application for a non-material amendment for the inclusion of solar PV panel arrays. Stone walling to replace timber clad elements to rear of Plots 6 & 7. Removal of dormer to rear of Plot 6 and replacement with roof lights, 2 number small roof lights added to Plot 1 roof at Grove Shute Farm, Towns End Lane, Leigh-on-Mendip**

101.2.1/17 This application was discussed. It was proposed by CC, seconded by SW and agreed unanimously to recommend approval with the following remark. 'However please note that there is now a gated access into the ecological enhancement area from Townsend Lane'. The Clerk will inform MDC

Clerk

101.3/17 **2018/0026/VRC Application to vary condition 2 (drawing numbers) of Listed Building Consent 2016/0262/LBC and 2018/0002/VRC application to vary condition 2 (drawing numbers) of planning approval 2016/1126/FUL at Rookery Farmhouse, Halecombe Quarry for Tarmac Ltd**

101.3.1/17 This application was discussed. It was proposed by VT, seconded VGT and agreed unanimously to leave the decisions to the Planning Officer. The Clerk will inform MDC.

101.4/17 STATUS OF CURRENT APPLICATIONS

101.4.1/17 **2017/3053/FUL Conversion of an agricultural building to dwelling including biomass boiler fuel store, wood burners and solar panels on land adjacent to 2 Spring Cottages, Blackers Lane, Leigh-on-Mendip for Mr James Hiscox - approved**

101.4.2/17	2017/3132/VRC Application to remove condition 5 occupations for holiday purposes only and shall not be occupied by the same persons for more than 28 days at development of holiday retreat at Cooks Wood Quarry, Bector Lane, Stoke St Michael for Mr R Massey - pending	
101.4.3/17	2017/3090/CLE Change of use of both the land and barn from equine to agriculture on land at Old Wells Road, Leigh-on-Mendip for Mrs Julie Barton - pending	
101.4.4/17	2017/3127/APP Application for approval of details reserved by conditions, 3 external facing materials, 8 lighting scheme, 9 ecological survey, 12 foul sewage scheme on planning consent 2017/1788/VRC at Whitehole Farm, Whitehole Hill, Leigh-on-Mendip - pending	
101.4.5/17	2017/3266/PAA Prior approval for a proposed change of use of agricultural building to 3 dwelling houses (class C3) and for associated operational development – building and land at Ivy Cottage, Leigh-on-Mendip for J Hudson - pending	
101.4.6/17	2017/2726/FUL Conversion and extension of barn to a single dwelling at Knaphill Farm for Mr and Mrs Norgrove - approved	
101.4.7/17	2017/1022/CNT Deepening of Halecombe Quarry– pending.	
102/17	FINANCE	
102.1/17	The financial statement as at 15 January 2018 was approved and signed. It was agreed that the Clerk would write to Cookswood Development and thank them for the £1000 donation. The sum of £2000 had been received from the Solar Farm at Mells Park.	Clerk
102.2/17	<p>Budget – the budget was agreed and finalised with the following changes.</p> <ul style="list-style-type: none"> • 16/17 actuals recorded • 17/18 forecast – Open Space valuation fee included £200 • 18/19 Precept set at £7,400 • 18/19 Cemetery costs reduced to £1,000 <p>The Clerk will look into the fact that an invoice for the SALC subscription has not been received and confirm the savings account interest for 2017.</p>	Clerk
102.3/17	Precept – it was proposed by DM, seconded by DS and agreed unanimously to raise the precept to £7,400 for 2018/19. The Clerk will inform MDC.	Clerk

102.4/17	Grants	
102.4.1/17	Memorial Hall – it was proposed by VGT, seconded by VT and agreed unanimously to make a grant of £300 to the Memorial Hall as a contribution to replacement LED lighting.	
102.4.2/17	School – SW reported that the school would like another bench costing £296 and also a grant of approximately £45 for parking signs. CC proposed that the Council go ahead with this request and SW agreed to obtain the relevant invoices from the school.	SW
102.4.3/17	Church – It was agreed that the £300 previously agreed as match funding should be paid to the PCC.	
102.5/17	Cheques raised	
	<ul style="list-style-type: none"> • Leigh-on-Mendip Memorial Hall – grant for lighting £300 • Mrs A Brooks – Clerk’s Salary December- £218.30 	
103/17	CEMETERY MATTERS	
103.1/17	The Clerk presented the new fees for 2018. It was proposed by CC, seconded by PF and agreed unanimously to adopt these.	
103.2/17	Cemetery Hedge – it was noted that the Cemetery Hedge has not been trimmed. The Clerk will remind Simon Biddlecombe about this.	Clerk
103.3/17	Maintenance of the Drang.	
103.3.1/17	It was agreed that DM would speak to the ground worker to see what else he intends to do with the cleared area and ask for a quote for any additional work, i.e. more top soil. It was agreed that the path needs to be defined and perhaps some more gravel laid but it was agreed not to erect a fence between the path and the cemetery area	DM
103.3.2/17	VGT stated that several parishioners had raised concern about the state of the Drang footpath and plans to divert it. CC stated that it is planned to obtain pre-planning advice from MDC on what would be involved in moving the footpath to run around the edge of the new cemetery. The maintenance of the footpath will continue as previously and it will not be fenced. It was agreed that CC would draft something to go in the Parish Magazine, on the village Facebook page and the website to inform parishioners of what is intended.	CC
103.3.3/17	DM stated that he would be meeting with Ellis & Co, the contractor for the Church nave roof repairs, and part of the discussion would be around the siting of their	

compound. The suggestion had been made that this could be located in the area allocated to the new cemetery. However after discussion it was agreed that this would not be a good idea. It was agreed that if further work is done on the ground gulleys around the church this area may be used for storage of top soil. Following on from this the ground will be levelled, sown with grass seed and then mowed when required.

103.3.4/17 It was noted that other issues which will need consideration are a burial plan for the new cemetery indicating how many burial sites are available, whether plaques will be used on the wall for cremation plots and access from the churchyard to the area.

104/17 MENDIP LOCAL PLAN SITES AND POLICIES

104.1/17 CC reported on an email received from MDC giving information of the consultation on the Pre-submission draft of the Mendip Local Plan Part II from 2 January to 12 February. The documents for consultation are available at <http://www.mendip.gov.uk/localplanpart2> . Leigh-on-Mendip has no allocation for new development as it is neither a primary or secondary village. There were no comments on the section covering "Other Villages".

105/17 OPEN SPACE CONTRIBUTION

105.1/17 VGT reported the following points

- Killens have been asked to value the land and will be sending a quote to the Parish Council
- Contact had been made with Harris and Harris regarding conveyancing fees
- An estimate of £1100 had been received for the cost of fencing but this does not include erection
- It is intended to start an Allotment Steering Group and a representative from the Recreation Field Management Committee will be invited to attend
- A draft of the bid will be sent to MDC although they do not need quotes at this stage. MDC will be asked for their opinion as to whether the bid is the sort of thing they might accept with the appropriate details included
- There is a footpath which runs along the back of the houses and then across the field. This may have to be moved.
- Agreement is required from AT and PH and this is not available at present because they have not been at a meeting since discussions started. VGT will email them and state that this is what we are planning to do and ask for their support.
- A subcommittee of the Parish Council will be established to include VGT/CC and SW – regular

VGT

VGT

reports will be made back to the Parish Council.

105.2/17 The Parish Council fully supported the bid and the above actions.

106/17 DOG WASTE PROBLEM

106.1/17 A member of the public attended the meeting to raise the issue of dog waste in the village which apparently is becoming much worse on field footpaths and on the pavements which are becoming very dirty. After discussion the following was agreed

- CC will write to MDC regarding pavement problem **CC**
- CC will put something on Facebook asking for people to name and shame offenders if they see them failing to pick up after their dogs **CC**
- It was agreed to consider a location for another dog waste bin at Park Hayes or by the stile into Sparkes Field.

107/17 COUNCILLOR REPORTS

107.1/17 **PCSO** – PACT meeting 24 January at Kilmersdon

107.2/17 **Footpaths** – DS reported that SCC have asked for their annual return of hours spent on attending footpaths and volunteers will need to inform DS how many hours they have spent. Last year the total was 230 hours.

107.3/17 **Highways** – DS stated that he had reported that the three bend markers near Green Shutters need attention and there is a pot hole close to Soho crossroads which also needs attention.

107.4/17 **Recreation Field** – nothing to report

107.5/17 **Memorial Hall** – nothing to report

107.6/17 **School** – SW reported that the school are happy to have a new dog waste bin by the kissing gate into the field. The Clerk will check on prices and report back to the next meeting. **Clerk**

107.7/17 **SALC** – the Clerk will check on the subscription for 2017 **Clerk**

107.8/17 **Quarry** – a query has been raised about access to the orchard that the quarry planted. DS will follow this up in the spring. **DS**

108/17 POINTS FROM PARISH BULLETIN

108.1/17 There was no bulletin available.

109/17 MEETINGS ATTENDED/TO BE ATTENDED

109.1/17

- Planning Briefing took place on 10 January at 6.30 p.m. at MDC. The Clerk has received the presentation slides and will email round to Councillors for information. SW will attend on 6 February at the Assembly Rooms in Frome
- Parish Forum meeting 18 January at 6.00 p.m. at MDC
- PACT Meeting 24 January at Kilmersdon

Clerk

110/17 CORRESPONDENCE

- Email from SALC regarding seeking nominations for guests from Councils for a Buckingham Palace Garden Party on 31 May 2018.

111/17 DATE AND TIME OF NEXT MEETING

111.1/17

The next meeting will be held on Monday 19 February 2018 at 7.00 p.m. in the Memorial Hall.