

**MINUTES
LEIGH-ON-MENDIP PARISH COUNCIL MEETING
HELD ON MONDAY 19 MARCH 2018 AT 7.00 P.M. IN THE MEMORIAL HALL**

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

In attendance	Philip Ham, County and District Councillor	PH
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ACTIONS

126/17 APOLOGIES

126.1/17 Apologies were received from David Sparkes (DS), Anthea Brooks (Clerk, AB) and Alan Townsend, District Councillor (AT). CC took the minutes.

127/17 DECLARATIONS OF INTEREST AND DISPENSATIONS / REQUESTS FOR RECORDING

127.1/17 VT declared an interest in discussions around purchase of the land for the Open Space project. There were no requests for recording.

128/17 MINUTES OF THE MEETING HELD ON 19 FEBRUARY 2018

128.1/17 The minutes of the meeting held on 19 February 2018 were agreed as a true and accurate record and signed by the Chairman.

129/17 MATTERS ARISING FROM THE MINUTES OF 19 FEBRUARY 2018

132/16 and APCM 13.8 **NHS Health Check Event** – there will be another round of these sessions and we will be asked if we want to host one in the autumn - complete

036.1/17 **Affordable Housing** - CC & DS attended a meeting with Jo Hudson on 26 February to discuss this opportunity further – complete.

129.1/17 **Ivy Cottage options** – Jo Hudson has asked the Parish Council to consider if there are any other options, apart from Affordable Houses, which would benefit the village on Ivy Cottage land.

ALL

045.4/17 **Bank Mandate** –PF and VT have mandate forms to complete and take to a Nat West bank - ongoing.

**PF
VT**

067.1/17 **Email address** – The Clerk has commenced using the new gmail address - complete.

- 129.2/17 **Notification of Clerk email address** – Change of email (clerklom@gmail.com) to be notified to all contacts. **Clerk**
- 090.2/17 **First Aid/Defib training** - It was agreed to propose the dates of 14/15 or 21/22 April to Vikki Batten and dedicate one session for younger and one for older people. The Clerk unable to contact Vikki, DM to follow up in time to publish in April magazine. **Clerk
DM**
- 092.3.3/17 **Fingerposts** – CC has requested prices for the various fingerpost parts. Parts to be specified as repairs are needed – complete.
- 102.4.2/17 **School** – Invoices from the school for the bench and parking sign have been forwarded to the Clerk - complete.
- 103.2/17 **Cemetery Hedge** – The Clerk has reminded Simon Biddlecombe that the Cemetery Hedge has not yet been trimmed to the height of the fence - complete.
- 103.3.1/17 **New Cemetery area** - DM will 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 – to be actioned when completion of ground works resume. **DM**
- 106/17 **Dog Waste Problem** - CC had reported the stray dog to MDC – complete. The problem appears to have improved lately although there has been one recent escape of the same dog. The Clerk has ordered a new dog bin from Glasdon for the school area (Quarry Lane/Halecombe footpath) complete.
- 118.1/17 **Financial statement** has been amended to show spend under the S137 column for items not covered by the legal responsibilities of the Parish Council – complete.
- 118.2/17 **Grass Cutting Contract – Recreation Field** – the Recreation Field Committee had agreed to the proposed cutting periods for all areas of the field. SW to advise the Clerk so that final quotation can be obtained. **SW
Clerk**
- 119.3/17 **Closed cemetery at east end of the church** - The Clerk has twice spoken to the relative who made the original complaint – complete. This area cannot be finally restored until the conditions are drier.
- 119.4/17 **Mobile Telephone Repeater** – SW mentioned a recent BBC article about the Church of England’s agreement for church spires to be used to boost mobile telephone coverage. If possible, it would benefit the village. The

Parochial Church Council discussed this at a recent disrupted meeting and the opinion was not to go ahead. It may however be discussed again by the whole of the PCC at the next meeting – complete.

120.1/17 **Open Space Contribution** - the boundary of the field has been clarified with VT to identify the extent of her ownership - complete.

121.9/17 **Quarry** – Tarmac have agreed to reinforce one of the footpaths with scalplings as soon as the weather improves and to provide some gravel to go around the village name stones – complete.

123.1/17 Councillor Essentials meeting on 15 March at Wanstrow Village Hall booked for VGT – complete. (This meeting was cancelled)

124/17 Wessex Resolutions CIC (subsidised loans to householders) article has been submitted to the parish magazine - complete.

130/17 DISTRICT AND COUNTY COUNCILLOR REPORTS

130.1/17 County Report - PH

130.1.1/17 A report was distributed to councillors. The Old Wells Road Small Improvement Scheme is continuing to progress through review stages.

130.2/17 District Report – PH

- 130.2.1/17
- Enforcement team still seriously under staffed.
 - Developer was still promising the required chimneys to be fitted on Apple Meadow View houses.
 - A single street sign had been erected for Apple Meadow View.
 - Consultation on the Local Plan (part 2) has received over 700 comments.
 - Government is consulting on further planning changes.
 - Coleford Post Office has closed. This also affects Leigh on Mendip parishioners who rely on Coleford PO. CC to email concerns to PH.

CC

130.3/17 District Report– AT

130.3.1/17 A report had been received from AT which was taken as read. AT had held a meeting with Chris Betty of Highways regarding issues around the Soho junctions. Specifically to consider a SLOW mark on the road and a junction sign at the approach to the junction from the Vobster side.

131/17 PLANNING

131.1/17 2018/0461/LBC and 2018/0462/FUL Demolition of existing dangerous structure (stone wall) and proposed building operations to reinstate a single storey lean to extension at Rookery Farmhouse, Halecombe

131.1.1/17 Leigh-on-Mendip Parish Council discussed the above applications. It was proposed by SW, seconded by VGT and agreed to recommend that the decision be left to the Planning Officer with the recommendation that the default position should be to retain the historic fabric and use it in the new structure if at all possible. Site inspection in the context of the engineers report is therefore essential.

131.2/17 2018/0509/HSE and 2018/0510/LBC Conversion of the existing barn structures into studio/storage at Great House Farm, Hollybush Lane

131.2.1/17 Leigh-on-Mendip Parish Council discussed the above applications. It was proposed by VGT, seconded by VT and agreed to recommend that the decision be left to the Planning Officer with the comment that the Planning Officer is requested to seek further specific heritage information with regard to the special historic and architectural interest of the Studio Barn which appears to be curtilage listed.

131.3/17 2018/0411/CLP Lawful development certificate for the erection of No. 3 Dwellinghouses (Class C3) and for associated operational development. - Land And Building At Ivy Cottage Quarry Lane Leigh On Mendip

131.3.1/17 This application was noted as a follow on to the previously approved Prior Approval.

131.4/17 STATUS OF CURRENT APPLICATIONS

Decisions have been made on the following since the previous meeting:

131.4.1/17 **2017/3090/CLE Change of use of both the land and barn from equine to agriculture on land at Old Wells Road - approved**

131.4.2/17 **2017/3127/APP Application for approval of details reserved on planning consent 2017/1788/VRC at Whitehole Hill - approved**

131.4.3/17 **2017/3361/NMA Application for a non-material amendment at Grove Shute Farm – approved**

131.4.4/17 **2018/0026/VRC and 2018/0002/VRC application to vary condition 2 Rookery Farmhouse - approved**

131.4.5/17 **2018/0064/FUL and 2018/0065/LBC – alterations to two barns Rookery Farm for Tarmac Ltd - approved**

131.4.6/17	2017/2589/FUL Construction of two additional holiday let units in disused quarry at Whitehole Farm for Mr J Patch – pending. Refusal comment has been reported erroneously on Mendip website. Correction has been submitted to recommend to leave to Planning Officer.	
131.4.7/17	2018/0161/PAA – Prior Approval of proposed change of use of agricultural barn to a dwelling at Mendip View, Leigh Road for Mr P Merret - refused	
132/17	FINANCE	
132.1/17	The financial statement as at 19 March 2018 was approved. Correlation with the bank statement was deferred until next month.	
132.2/17	Cheques agreed, for signing after the meeting <ul style="list-style-type: none"> • Mrs A Brooks – Clerk’s salary & expenses (February) £218.30 • Leigh on Mendip First School – bench and parking sign £329.44 	
132.3/17	The following “end of financial year” actions were placed: <ul style="list-style-type: none"> • Clerk to confirm internal auditor • VGT to review the Risk Assessment and Assets • Clerk to draft the minutes of the 2017 Annual Parish meeting • Clerk to confirm date of Annual Meetings as 21 May. 	Clerk VGT Clerk Clerk
133/17	CEMETERY MATTERS	
133.1/17	Drang Footpath Diversion Pre-planning Advice – the following sequential steps were advised: <ul style="list-style-type: none"> • Register ownership of the Drang with Parish Council • Conduct local consultation • Apply to SCC to divert public footpath • Apply to MDC for change of use 	CC
133.2/17	Church Roof Contractor’s Welfare and Storage compound - DM explained that the cabins could not be located in the churchyard and requested that they are positioned at the north end of the new cemetery until work is completed later this year. It was agreed that this was preferred to taking space in the hall car park. DM to draft conditions for approval by CC.	DM
134/17	PREPARATION OF 2018 NEWSLETTER	
134.1/17	Councillors to send notes on the 17/18 achievements and future plans for their responsible areas to CC who will draft a newsletter for approval at the April meeting. This can then be copied and distributed before the end of April.	ALL
135/17	OPEN SPACE CONTRIBUTION	

- 135.1/17 VGT reported that the bid is with the Team Manager waiting for confirmation of Ward Member support.
- 135.2/17 A further Open Meeting would be held once the bid is approved, this time at the Recreation Field, to update parishioners on progress with a particular invitation to the households in the Hedgerow. In the meantime, it was agreed to send update letters to near neighbours. VGT to draft a letter for CC approval. **VGT**
- 135.3/17 A meeting was arranged on 5th April at 7pm with VT (vendor) to discuss the land purchase. CC, VGT and SW to represent the Parish Council.
- 136/17 COUNCILLOR REPORTS**
- 136.1/17 PCSO** – nothing to report
- 136.2/17 Footpaths** – DS reported the fallen tree which is obstructing the kissing gate on the path from the village to Hookey Lane has been reported to SCC and someone had been to look at the job.
- 136.3/17 Rangers** – No jobs undertaken this month. The ivy covered wall at the eastern boundary of the churchyard, raised by AB, has been inspected. It is probably a nesting site so any cutting back will be done later in the year.
- 136.4/17 Fingerpost at Downhead crossroads** - DS reported that he had met with Rob Baker from Kilmersdon at the site and he will be sending a quotation for setting the post upright.
- 136.5/17 Highways** – CC reported that FixMyStreet was proving effective in reporting potholes and fly-tipping. These were generally actioned promptly.
- 136.6/17 Recreation Field** – SW reported that the Recreation Field had requested that the £500 in the Council budget for the play area is transferred to the next financial year. SW had collected the £1 annual rent and will be paid to Clerk at next meeting. **SW**
- 136.7/17 Memorial Hall** – It was agreed that the Clerk will brief the Hall Committee Chairman on the new Data Protection requirements, following the SALC training. Hall quiz is being held on 7th April.
- 136.8/17 School** – nothing to report.
- 136.9/17 SALC** – nothing to report
- 136.10/17 Quarry** – There has been no notice for the Halecombe Quarry Liaison meeting scheduled for 20th March. It is assumed to be postponed.

137/17 POINTS FROM PARISH BULLETIN

137.1/17 There were no issues for consideration from the bulletin.

138/17 MEETINGS ATTENDED/TO BE ATTENDED

- 138.1/17
- Rural Housing Forum, MDC 28 March – cancelled.
 - Parish Forum meeting on 19 April at 6.00 p.m. at MDC

139/17 CORRESPONDENCE

- 139.1/17 The following had been emailed to Councillors
- SALC newsletter – 20Feb
 - Data Protection Regs toolkit – 26Feb

140/17 DATE AND TIME OF NEXT MEETING

140.1/17 The next meeting will be held on Monday 16 April 2018 at 7.00 p.m. in the Memorial Hall.