

MINUTES
LEIGH-ON-MENDIP PARISH COUNCIL MEETING
HELD ON MONDAY 19 JANUARY 2015 AT 7.30 P.M. IN THE MEMORIAL HALL

Present	Chris Cudmore	CC
	Gill Newbury	GN
	David Mattick	DM
	David Sparkes	DS
	Vikki Batten	VB

In attendance	Anthea Brooks, Clerk	AB
	Phil Ham. District and County Councillor	PH
	Val Horler, District Councillor	VH
	Darren Golay PCSO, plus one other PCSO	
	Nick Hiscox	
	5 members of the public	

89/14	APOLOGIES	ACTIONS
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89.1/14	Apologies were received from Kiley Pescott (KP)	
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90/14	DECLARATIONS OF INTEREST AND DISPENSATIONS	
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90.1/14	There were no declarations of interest. An indefinite dispensation was available to allow the approval of the precept.	
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91/14	MINUTES OF THE MEETING HELD ON 15 DECEMBER 2014	
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91.1/14	The minutes of the meeting held on 15 December 2014 were agreed as a true and accurate record and signed by the Chairman.	
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92.1/14	PRESENTATION	
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92.1.1/14	The Council welcomed Darren Golay, PCSO and his colleague to the meeting.	
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92.1.2/14	Darren gave an overview of the current PCSO workload and it was noted that this now covers 20 villages from Rudge, north of Frome up to and including Leigh-on-Mendip and all villages in between. Several questions were asked as follows:	
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92.1.3/14	How often do you patrol through the village? Drive through quite regularly	
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How do you work with your colleague to cover the area? It depends on the shift pattern as to whether we work independently or together.

What are your response times? 999 calls are responded to immediately. PCSO's are now more flexible and are sometimes called to assist in other areas

How do people contact you? Via 101 for non-emergencies

Do you undertake any proactive preventative programmes? Trying to start up neighbourhood watch schemes. Leigh-on-Mendip has two and across the area there are 37 at present. Also involved in Farm Watch and Horse Watch.

There is a specific incident of someone driving a 4x4 vehicle off road on a wide verge. Is this type of incident happening elsewhere on the patch? Unfortunately not able to help unless the culprit is caught 'in the act'

Inconsiderate parking, would it be possible to put some reminder notices on windscreens where this is happening? Yes

92.1.4/14 The two PCSO's were thanked for their attendance and left the meeting.

93/14 MATTERS ARISING FROM THE MINUTES OF 15 DECEMBER 2014

62.4/14 Wildflower Meadow Project

- The Clerk had sent information to the WI, LOMCA, the Recreation Field Committee and the school and will contact them to see if any interest has been generated. **Clerk**
- DS had been unable to speak to the landowner about the restoration of habitats adjacent to Leigh Wood which are identified as being of particular interest but will continue to try and make contact. **DS**
- CC had put information about the project on the website and the Parish Council Facebook page.

The Clerk reported that Somerset Wildlife Trust will be holding a Magnificent Meadows Meet and Eat at the Earth Science Centre on 24 February. Information about this will be in the local parish magazine and all are welcome to attend when further information about the Wildflower Meadow project will be available. The Clerk will attend. **Clerk**

04.1/14 **Declarations of Interest and Dispensations** – the Clerk has sent KP information to the MDC website The Clerk has sent VB a new declaration to complete. **Clerk/VB**

04.7/14	Emergency Planning – DM has the template and is working on this. The Clerk will contact other parishes via the new Parish Clerk forum on the MDC website to find out if other parishes have an emergency planning policy.	Clerk/DM
09.8.1/14	Quarry – Long Term Management Fund – CC reported that he had been in touch with the Planning Advisory Service based in London with queries which have been passed to a consultant for reply. PH reported that he had met with the Chief Executive of SCC who had promised to resolve this problem. PH will chase again for a response.	CC/PH
11.3/14	Training – the Clerk reported that there are some training dates available in February in Somerton. The Clerk will pass the information on to VB and KP - ongoing	Clerk
21.3/14	Rules and Regulations for Cemeteries and Burial Grounds – The Clerk is investigating rules and regulations for cemeteries and burial grounds - ongoing	Clerk
34.1.3/14	Disused Quarry at the top of Whitehole Hill – Enforcement number ENF/2013/0368 - CC had reported that a response is still awaited from the Enforcement Officer - ongoing	CC
49.2/14	Legacy Fund – VH reported that this was no longer available but a request for a grant towards the new noticeboard had been submitted to the Community Environment Fund.	
54.2.2/14	Footpaths – DS had received a copy of the Coleford report from PH - complete	
54.3/14	Highways – Old Frome Road signage – CC will send PH a copy of his email to SCC - ongoing	CC
57.1/14	Community Council for Somerset – it was understood that the Memorial Hall were members of this organisation. The Clerk was asked to check if this is correct and if so ask for information to be passed on. DM will check at the next Memorial Hall meeting.	Clerk/DM
66.2/14	Grass Cutting – Cemetery and Churchyard – the Clerk had written to Mr Cross asking for a quotation for the work for the next year - ongoing	Clerk
66.2/14	Grass Cutting – Recreation Field - the Clerk had received a quotation from Chris Brown at Shepton Mallet Landscapes for grass cutting at the Recreation Field in the 2015/16 season. It was agreed unanimously to accept the quotation. The Clerk was asked to write to Mr Brown asking him to sign a contract. The Clerk was also asked to inform the Recreation Field Committee.	Clerk

- 66.3/14 **Asset Register** – it was agreed that the laptop and router should be passed to DM for inspection and a decision made as to their usefulness. The Clerk was asked to purchase a suitable cross cut shredder. **Clerk**
- 66.3.3/14 **Recreation Field** – costs are still awaited from the Recreation Field for replacing the various signs on the field with metal instead of plastic with a view to providing a grant towards this. **Clerk**
- 67.1.1/14 **Cemetery – sunken grave** – The Clerk will ask Mr Cross in the spring to bring some top soil with him to fill in the hole. However if the situation should deteriorate then further action will be taken to mark the area - ongoing **Clerk**
- 68.4/14 **Cemetery Fees** – review of Cemetery Fees will be included on the Review of Actions to take place in December each year which is when the Church of England send out the new parochial fees. It was agreed unanimously to increase the present cemetery fees in line with the Parochial Fees issued by the Church of England from 1 January 2015. The Clerk will inform the undertakers of this decision. **Clerk**
- 79.1/14 CC reported that it has been brought to his attention that neighbours of houses/sites where there are planning applications have not been receiving letters notifying them of the application and giving them a chance to respond. CC had emailed Matt Williams the Senior Planner at MDC about this but had no response. PH offered to escalate this. **CC/PH**
- 79.2/14 **2014/2394/VRC Application for variation of condition 3 (parking and turning area) planning permission 2011/1679 at Thrice Barn, Townsend Farm, Leigh-on-Mendip for Mr Neil Scott** – it was noted that the comments made at the last meeting had not been submitted to MDC as the application at that point had been withdrawn
- 80.3.1/14 **Budget – Clerk Salary** – the clerk had checked the budget figure for her salary and this had now been resolved. CC & Clerk to review. **Clerk/CC**
- 80.3.2/14 **Budget** – a revised budget had been produced by CC – discussed later on the agenda
- 80.3.3/14 **Budget dispensation** – it was confirmed that the dispensation form as signed by Councillors last year was still effective
- 82.1/14 **Standing Orders/Code of Conduct** – DM had compared these to the current documents see under separate agenda item

- 83.1.2 **Library Consultation** – CC had responded to the consultation document.
- 83.4.1/14 **Website** – CC had put the consultations on the Mobile Library Service and the Bus service on the village website. They had now been removed as the time for response had expired.
- 84.6/14 **Grant for School** – this is an item on the agenda
- 87.1/14 **Community Council for Somerset – Thatch Newsletter** – the Clerk had emailed the Council’s interest in the neighbourhood planning workshops to take place in February and March and also interest in the project to provide defibrillators across the South West.

94/14 DISTRICT AND COUNTY COUNCILLORS REPORTS

- 94.1/14 PH gave the County Councillors Report and highlighted the following
- Biggest problem is the £32m budget gap
 - Adult social services and children’s care take up to 55% of the budget and cannot be cut
 - Some of the outstanding debt will not be paid for another 50 years
 - Somerset Rivers Authority – Government promised £2.7m, reduced to £1.9m but Districts, County and Drainage Board have come together to make up the shortfall
 - Rivers Authority to be established by the end of January 2015
 - Likely increase in precept for all households in Somerset to cover flooding issues
 - Issues around A361 with HGV’s going through Waterlip and not using the quarry road (Halecombe Quarry/Nunney link). Proper signage needed on the quarry road
- 94.2/14 PH gave the District Councillors report and highlighted the following
- Leisure contract – 50 year lease signed before Christmas. Fusion Life Style was the contract winner and all staff will be TUPE’d across.
 - Consultation to be held on changes between now and end of June 2015 when Fusion take over.
 - 0% council tax increase
 - Development of Shape Mendip Neighbourhood Programme to include Landscape Group, MDC, the Police and Shape Mendip

- Integrated neighbourhood services model to deliver a better service to communities particularly where different agencies overlap with one another. This will include such things as parking enforcement, fly tipping enforcement, public safety, public health etc.
- MDC have signed an agreement to share legal services with West Somerset and Taunton with MDC leading the project. All employees will be TUPE'd across.

95/14 PLANNING – New Applications

95.1/14 2014/2736/VRC Application for variation of condition 3 (parking and turning area) of planning permission 2011/1979 at Thrice Barn, Leigh Street, Leigh-on-Mendip for Mr Neil Scott.

95.1.1/14 It was noted that since the last meeting this application had been withdrawn and then resubmitted.

95.1.2/14 CC proposed, DM seconded and it was agreed unanimously to recommend refusal of permission for the following reasons

- The Council recognised and supported the concerns of the neighbours on the opposite side of the road
- Concern was expressed about the change in angle of access and position onto the highway and it was felt that Highways should be consulted due to the difficulty in entering and exiting from/to the west direction
- In the original pre-planning application the Parish Council had been in favour of parking at the east side and rear of the property and not at the front and that view has not changed.
- There will be a visual impact at the entrance to the village

95.1.3/14 The Clerk was asked to inform MDC of the decision of the Parish Council.

Clerk

95.2/14 2014/2760/FUL Erection of 7 residential dwellings and associated development (resubmission) at Grove Shute Farm, Townsend Lane, Leigh-on-Mendip for Mr and Mrs Nick and Jane Hiscox

95.2.1/14 Nick Hiscox presented the resubmitted application to the Parish Council and stated that two of the previous reasons for refusal for permission had been overcome.

- 95.2.2/14 NH stated that the resubmission now included two affordable houses. In order to do this the bio mass boiler had been removed which has reduced the level of sustainability which had previously existed.
- Tiles had been changed to double roman and the cladding which was visible from the road has been removed and replaced with stone both in line with the village design statement. The third item was not a reason for refusal but there was a perception from neighbours that there would be an increase in traffic flow. However NH pointed out that the application demonstrates that there will be a vehicle reduction in traffic to and from the site if it is developed for housing compared with existing use and existing permissions which are granted on the site for agricultural use.
- 95.2.3/14 The Council discussed the application in some detail and it was proposed by DM, seconded by VB, agreed unanimously to recommend approval with a caveat. This was that there is potential impact on Townsend Lane and the Parish Council recommended that highways be asked to look at using S106 funds to improve pedestrian and traffic safety on Townsend Lane and its junctions.
- 95.2.4/14 The Parish Council also made an assumption that Plots 1 and 2 of the application would be Affordable Housing and this would need to be confirmed
- 95.2.5/14 The Clerk was asked to inform MDC of the Council's response **Clerk**
- 95.3/14 2014/2593/HSE Construction of a single storey garage and garden store at Paddock View, Blackers Lane, Leigh-on-Mendip for Mr A Andrews**
- 95.3.1/14 The Council discussed the above application. It was proposed by GN, seconded by DS and agreed unanimously to recommend approval of the application. The Clerk was asked to inform MDC. **Clerk**
- 95.4/14 2014/2350/HSE Single storey extension on the rear of the property and installation of chimney for internal stove. Conversion of portion of integral garage into a play room. Installation of an internal door from the kitchen into the new play room and an external window to the side of the building at Pound Cottage, Leigh-on-Mendip for Mr W Kangurs**
- 95.4.1/14 The Council discussed the above application and noted that the immediate neighbour had voiced concerns but no objection.

It was proposed by DM, seconded by GN and agreed unanimously to recommend approval. The Clerk was asked to inform MDC.

Clerk

95.5/14 Proposed Installation of 25m High Lattice Tower Mobile Phone Base at land west of Dores Farm, Leigh-on-Mendip by Arqiva Services Ltd

95.5.1/14 This pre-application was discussed and it was noted that this would improve signal coverage in areas of Leigh-on-Mendip. DS had contacted the residents of Dores Farm but had not heard anything from them

95.5.2/14 Questions had already been put to the company and responses received.

95.5.3/14 The Council had no further questions to ask and the Clerk was asked to contact the company to thank them for their response so far and state that the Council look forward to receiving the planning application.

Clerk

96.1/14 PLANNING - Status of Current Application

96.1.1/14 Chantry Wind Turbine – it was noted that the Planning Inspectorate had dismissed the appeal.

96.1.2/14 2014/2691/FUL extension to existing bottling plant building and construction of new storage building at Whitehole Farm

Notification received after issue of agenda. To be discussed at the next meeting. The Clerk was asked to obtain an extension to the deadline for responses.

Clerk

97/14 FINANCE

97.1/14 **Financial Statement** – statement to 19.01.5 was agreed and signed

97.2/14 Cheques signed

- **Clerk's Salary for December 2014** - £154.18 Payscale 18 from 01.04.14.
- **HMRC – PAYE** – September – December 2014 - £141.00
- **Memorial Hall** – hire of hall for 2015 - £154.00
- **Leigh-on-Mendip First School** - £465.00

97.3/14 **Grant for Leigh-on-Mendip First School.** It was proposed by GN and seconded by DM, agreed unanimously to present a grant of £465.00 to Leigh-on-Mendip School for the purchase of a picnic bench

- 97.4/14 **Grant for Recreation Field Committee** – provision of signs. A cost for replacement signs is still awaited from the Recreation Field Committee.
- 97.5/14 Budget/Precept for 2015/16**
- 97.5.1/14 CC presented a revised budget following the amendments made at the last meeting. It was noted that MDC would be providing a grant of £220.52 in addition to the precept. CC proposed, DS seconded and all agreed unanimously to accept the budget and set the precept for 2015/16 to £6,500 an increase of £300, resulting in an increased precept payment of 68p for Band D properties. The Clerk was asked to send the precept request letter to MDC. **Clerk**
- 98/14 CEMETERY MATTERS**
- 98.1/14 **Cemetery – Review of Fees** – see under Matters Arising 68.4/14 above
- 99/14 REVIEW/ADOPTION OF THE FOLLOWING**
- 99.1/14 **Standing Orders** – DM had reviewed the latest model and it was proposed by CC, seconded by GN and agreed unanimously to adopt this for use by Leigh-on-Mendip PC.
- 99.2/14 **Code of Conduct** – DM had reviewed the latest model and it was proposed by GN, seconded by DS and agreed unanimously to adopt this for use by Leigh-on-Mendip PC.
- 99.3/14 **Recording of Meetings** – it was proposed by VB, seconded by GM and agreed unanimously to adopt this for use by the Council
- 99.4/14 It was agreed that all adopted policies would be placed on the website. **CC**
- 100/14 COUNCILLOR REPORTS**
- 100.1/14 PCSO** – GN reported that the February meeting will take place on 4 February at Buckland Dinham. The meeting in May will take place at Leigh-on-Mendip.
- 100.2/14 Footpaths** - DS reported that he had considered the Right of Way Improvement Plan that MDC has published and had no comments. It was noted that Denis Pattison is producing a map for the website highlighting footpaths and stiles.
- 100.3/14 Highways** – nothing further to report

- 100.4/14 Recreation Field** – AB agreed to replace VB as the Parish Council representative on the Recreation Field Management Committee. The Clerk reported that a villager had come forward to help with the planning for the pump track and progress is now being made.
- The Recreation Field Committee were interested in the Wildflower Meadow project and have asked if a representative could attend to see which areas of the Recreation Field would be suitable for planting.
- 100.5/14 Memorial Hall** – the Committee had briefly discussed the possibility of having a defibrillator again and will discuss further at the next meeting. A new refrigerator is required.
- 100.6/14 School** – there has been a problem with the Wig Wag by the Bell which is not working correctly. CC has informed SCC Highways and will do so again and copy in GN and the school. **CC**
- 100.7/14 SALC** – the East area meeting will take place on 5 February at Wanstrow Village Hall. The Clerk will attend. **Clerk**
- 100.8/14 Quarry** – nothing to report
- 100.9/14 Coleford Hub** – launch event to take place on 6 February, 4.00 – 7.00 p.m. to showcase the facility. GN will circulate the information. **GN**
- 101/14 POINTS FROM PARISH BULLETIN**
- 101.1/14 Parish Magazines and Newsletters** – information required by MDC on parish magazines and newsletters that are distributed throughout Mendip. The Clerk will provide the necessary contact details to MDC. **Clerk**
- 101.2/14 Mendip Rural Forum** – will take place on 3 February at 6.30 p.m. in the Council Chamber at MDC. It was agreed that DS would attend. A representative from the Community Council of Somerset will be there to talk about neighbourhood planning sessions. **DS**
- 102/14 MEETINGS ATTENDED/TO BE ATTENDED**
- 102.1/14**
- Mendip Rural Forum – 3 February at Shepton Mallet
 - PCSO – 4 February at Buckland Dinham
 - SALC East Area Meeting – 5 February at Wanstrow
 - Magnificent Meadows Project – 24 February at Earth Science Centre, Wainwright & Co, Stoke St Michael

103/14 CORRESPONDENCE

103.1/14 The Clerk had received the following correspondence and information

- NALC Legal Briefing on Transparency code for parish councils with an annual turnover not exceeding £25,000 to be sent to DM for inclusion in the financial regulations.

Clerk

104/14 DATE AND TIME OF NEXT MEETING

104.1/14 The next meeting will take place on Monday 16 February 2015 at 7.30 p.m. in the Memorial Hall.