

MINUTES

LEIGH ON MENDIP ANNUAL PARISH COUNCIL MEETING held on 20th June; 2011 at 7.30pm in the Memorial Hall

Councillors Present

Chris Cudmore – Chairman (CC), Ian Barnes (IB), Rose Martin (RM) and Brenda Wigmore (BW).

In attendance: S Vaillant (SV; Clerk), Phil Ham (PH) and Val Horler (VH), District Councillors, Gloria Cawood (GC; County Councillor) and 1 member of the public.

	Action
1.0 Apologies	
1.1 All members of the council were present.	
2.0 Declaration of Interest	
2.1 No interest was declared.	
3.0 Minutes of the meeting held on 18/04/11 and matters arising	
3.1 The minutes of the meeting held on 18 th April 2011 were agreed as a true and accurate record of the meeting held.	
Matters arising from 18/04/2011	
3.2 (3.3) Dog Control – Dog bags have been distributed around the Rec Field. Action complete.	
3.3 (4.1) Recycling Centres – Notices were displayed giving time of opening centres. Action complete. Permanent notices also including names of councillors, PCSO contact details and Recycling centre opening times to be displayed.	SV
3.4 (5.8) Grant request from Leigh on Mendip First School – Clerk tabled thank you letter from school. Action complete.	
3.5 (11.1) Village Welcome Pack – An electronic copy of the document was circulated by the clerk prior to the meeting. Item to be discussed at July meeting. Clerk to give welcome pack booklets to RM.	SV SV
Matters arising from 16/05/2011	
3.6 (9.1) Financial Statement – Budget figures have now been included on the spreadsheet. Action complete.	
4.0 Vacant Parish Council Seats and Allocation of Representatives	
4.1 Vacant parish council seats – Advertisements for the 3 vacant positions have been published in the Village Connection, notice boards and the website. CC suggested that an article also be included in the next e-newsletter.	SV
4.2 Allocation of Representatives:-	
Recreation Field	Rose Martin to continue.
Memorial Hall	Brenda Wigmore to supersede Marsha Read.
Footpaths	Ian Barnes appointed as Footpaths Liaison Officer.
PCSO	Rose Martin to continue.
School	BW to continue.
Quarry	Chris Cudmore to continue.
SALC	Chris Cudmore to continue, with Clerk.

5.0 District & County Councillors Reports

5.1 County Councillor Report – GC updated the council as follows:-

- Transport initiatives (see para 11 below);
- Cuts to mobile library (GC encouraged the PC to reply and enter into a discussion with SCC to choose most appropriate location);
- Recycling centres update
- Vandalism at Asham Wood (4 wheel drive vehicles)

GC leaves the meeting.

5.2 District Councillors Report – PH updated the council as follows:-

- Planning; Cookswood S106 still not finalised;
- Coleford Recycling – As well as visits to the recycling centre in Coleford being down, visits are also down countywide due to the reduced opening hours. Fly tipping is up but the tonnage picked up does not match the loss through the recycling centres. VAT issue has not been resolved;
- PH updated the council on his role following the reshuffle at MDC;
- MDC accommodation review.

6.0 Finance

6.1 Financial Statement – Financial statement to 19th June 2011 was agreed and signed.

6.1.1 It was agreed to transfer £5,000 to the savings account on which interest is earned. Cheque #619 was signed.

6.1.2 Clerk to write a receipt for the Rec Field as receipt of rent paid.

SV

6.2 Clerk's Salary & Expenses – Clerk's invoice dated 20th June 2011 was agreed. Cheques #620 and #621 (HMRC portion) were signed.

6.3 Invoice for hire of Memorial Hall (11 meetings) – invoice dated 5th May 2011 was agreed. Cheque #622 was signed.

6.4 Invoice from Leigh on Mendip 1st School (photocopying Parish Newsletter) – Following query by the clerk, invoice #1/156 was agreed. Cheque #623 was signed.

6.5 Invoice from SALC (IB councillor training) – Invoice dated 30th May 2011 was agreed. Cheque #624 was signed.

6.6 Invoice from Moore Stephens (external Auditor) – invoice dated 7th June 2011 was agreed. Cheque #625 was signed.

6.7 Remuneration of internal auditor – Expense to be paid next month due to shortage of cheques.

SV

6.8 Grant request for Church Clock repair (chiming mechanism) – Margaret Loten explained that the £200 quotation initially obtained was a little way off the final cost of the repairs; and also pointed out that a 5-yearly inspection was also due, which generally highlights further areas of repair within the church and churchyard. IB proposed (BW seconded, all agreed) to grant £200 to the Church to cover the initial quotation. Cheque to be signed as soon as a new chequebook is received.

SV

6.8.1 The PC was recently contacted by a resident who pointed out that the St George flag on top of the church was quite worn out. It was agreed by all that it would be nice to have a new flag but priorities to be considered once inspection was complete.

- 7.0 Cemetery**
- 7.1 Mowing – D. Jarvis' invoice dated 23rd May 2011 was agreed. Cheque #109 was signed.
- 7.2 Water Butt replacement – Margaret Loten explained the problem with the down pipe and the tap, which has been dislodged. RM said she knew of someone who might be able to donate a water butt. IB agreed to have a look and fix. **RM/IB**
- 7.3 New Cemetery update – No further progress.
- 8.0 Planning**
- 8.1 Latest status of existing applications/decisions.
The following were discussed with PH:-
- Great house farm – Approved despite the PC recommending refusal. PH reviewed all documentation available and found that there was no reason to turn the application down; some of the PC's arguments (surplus of holiday lets in the village) were not relevant to the decision. The Listed Building officer was also happy with the internal glass design.
 - Fern Cottage – Highways stated there was no problem, so the request was granted.
- CC stated that when the Planning Officer disagreed with the PC recommendation and it was referred to the District Councillors (as in the two cases above) we would appreciate some discussion and at least some explanation at the time. This had become custom and practice with the previous District Councillor. Notwithstanding planning policies, it was important that the local recommendation was given proper consideration.
- 8.2 Application 2011/1243; Myrtle Cottage, Leigh Street – The drawings were reviewed and a letter from the neighbour was tabled. BW proposed (IB seconded, all agreed) to recommend approval; with a concern that Section 10 of the planning application does not reflect the existing 2 parking spaces at the property and that this space will be reduced when part of the garage is converted. SV to respond to MDC. **SV**
- 9.0 New Village Signs**
- 9.1 Design sessions with Jeff Body started on 16th June with the Art Group and the presentation at the village fete. Further dates will be organised for collaboration with the Over 50s activity group (LOMCA), the school children, the Youth Club and the wider public through a couple of sessions at the pub from September.
- 9.2 BW announced that the Somerset Standard will be following the project through.
- 9.3 Licences were signed at the meeting. Clerk to forward to SCC. **SV**
- 10.0 Part Street lighting project**
- 10.1 CC to find out more specifically what SCC's plans are for consultation, schedule and, regarding security, to find out what the policy is with regards to security lights. **CC**
- 10.2 Project to be publicised in an e-newsletter and on the notice boards.
- 11.0 Local Transport Improvement Scheme grant opportunity**
- 11.1 Projects to be submitted for a possible grant in order of preference:-
1. Solar powered flashing sign on the road coming from Soho leading to the school (before the bend);
 2. 30mph road marking at each of the 30mph limit entries to the village.
- 11.2 GC suggested the proposal for a flashing school sign could be put forward, and if other villages also request one, to put all requests under one bid. CC to submit an

application to GC before 23 June.

CC

12.0 Rec Field Car Park Easement Letters

12.1 Clerk to issue letters as per previous routine exercise to relevant residents. (Trevor, Burlison, Houston).

SV

13.0 Mobile Library

13.1 The mobile library will still stop in the village, albeit every 4 weeks rather than 3. It was agreed to advertise that the mobile library will be making one stop in the village on the noticeboard and via the various village groups: SV to contact Graham Harris and Jan Horn; BW to contact Peter Knowles.

SV/BW

14.0 Queen's Diamond Jubilee

14.1 To be discussed at July Meeting due to time constraints.

15.0 Councillors' Report

15.1 **PCSO** – The following was noted:-

- Theft to empty buildings and cattle.
- Drain covers are being stolen.
- 29th June, decision on travellers site in Coleford.
- Increase in dwelling burglaries.

15.2 **Footpaths** – SV/IB to contact Claire Haskins regarding the condition of the footpaths at Sparks Farm following ploughing.

SV/IB

15.3 **Highways** – Nothing further to report.

15.4 **Rec Field** – RM updated on the current activities.

15.5 **Memorial Hall** – The Committee are looking into alternative ways of bringing events to the village, now that Take Art funding has been withdrawn. S. Vaughan has been awarded the Community Council Trustee of the Year award.

15.6 **School / SALC / Quarry** – Nothing to report

16.0 Meetings attended / to be attended.

16.1 Meetings attended:-

- Councillor Training (IB)
- Parish Forum – CC attended and reported on the following:-
 - Barnardos “Play in our Communities”
 - “Title changes to Drainage Law 2011” - (Ian Parkman, MDC Environmental Health Team); in October Wessex Water will take responsibility for the sewage pipes all the way to your house and for communal pipes.Both presentations can be viewed on Mendip District Council’s website (Parish Forum Agenda).

17.0 Correspondence

17.1 No further correspondence was tabled.

18.0 Date & time of next meeting

18.1 The next Parish Council Meeting will be held on 18th July 2011, at 7.30pm in the Memorial Hall, Committee Room.