

# MUDFORD PARISH COUNCIL

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## MEETING OF THE PARISH COUNCIL – Thursday 2 March 2017 at Mudford Village Hall at 7pm Minutes

### PUBLIC SESSION.

Progress with the West Farm planning application appeal was queried. It was believed that this would not progress until the outcome of the manufacturing application had been decided. It was noted that a flood risk assessment had been requested.

It was noted that the car dealership was up for sale, and there was a query about future plans. The Parish Council had not been made aware of future plans.

877	<b>1.Attendance and to receive any apologies for absence and to consider acceptance of the reasons.</b> Present: Stephen Bartlett SB (Chairman) Tony Cavalier TC (Vice Chairman) June Lydon JL, Phil Sargent PS; Geraldine Mabey GM, Nick Lanigan NL. In attendance: Tony Capozzoli (District Councillor) until item 9; Sue Graham (Clerk) 2 members of the public for public session. RESOLVED: It was proposed and unanimously agreed to accept apologies from Diane Vaughan; Mike Lewis (County Councillor)				
878	<b>2 Declarations of Interests.</b> There were no declarations				
879	<b>3.Reports.</b> To hear reports from: <b>County Councillor.</b> Mike Lewis had sent apologies but had reported that the Somerset County Council Council Tax would be increasing by 3.99%				
880	<b>District Councillors.</b> Tony Capozzoli reported the following: <ul style="list-style-type: none"><li>• He would be willing to help with negotiations with Yarlinton about siting the cctv camera.</li><li>• He had attended an event about the dualling of the A303 between Podimore and Sparkford. Details of the two options were provided along with a copy of the consultation questionnaire.</li><li>• Westland Sports Complex development was ongoing.</li></ul>				
881	<b>Police.</b> The police had sent apologies but had offered to meet with the Parish Council outside of the meeting.				
882	<b>Village Hall Committee.</b> Jean Jones has sent apologies.				
883	<b>Parish Environment Warden.</b> GM reported that a resident had reported needles, and sharps boxes in the river. It was noted that the resident should be advised not to collect these and instead report to the Parish Council clerk or to Streetscene at SSDC so that safe removal could be arranged. Action:GM				
884	<b>Clerk.</b> The clerk had nothing to report				
4	<b>4 To approve as a correct record the minutes of the Parish Council Meeting held on 26 January 2017.</b>				
885	Resolved: It was proposed and unanimously agreed to approve the minutes as a true and correct record of the meeting held.				
886	<b>Matters arising from the minutes.</b> PS referred to the maintenance working party for the playing field discussed at the previous meeting. NL and PS agreed to arrange this. Action PS, NL				
887	<b>5 To consider the following planning applications and make recommendations to the planning officer:</b> <table border="1"><thead><tr><th>Ref</th><th>Detail</th></tr></thead><tbody><tr><td>17/00261/ADV</td><td>The display of 1 no. externally illuminated fascia sign. Mudford Stores, Main Street, Mudford Comments were invited and observations made as follows: No objections. Resolved: It was proposed and unanimously agreed recommend <b>approval.</b></td></tr></tbody></table>	Ref	Detail	17/00261/ADV	The display of 1 no. externally illuminated fascia sign. Mudford Stores, Main Street, Mudford Comments were invited and observations made as follows: No objections. Resolved: It was proposed and unanimously agreed recommend <b>approval.</b>
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888	<b>6 To receive the following determination of planning notices:</b> No determination notices had been received. A tree preservation order had been received in respect of trees at Stone Farm, this was noted.				
889	<b>7 Other planning matters</b> Consider writing to Councillor Fothergill to challenge Highways comments submitted for West Farm Planning application. It was noted that the Highways consultation comments for the West Farm application were significantly at odds with local opinion. RESOLVED: It was proposed and unanimously agreed that the Parish Council should write to Councillor Fothergill to request for a site visit to take place and a subsequent review of the consultation comments. Clerk to draft letter, including photographs and copy in Mike Lewis. Action: Clerk				
890	West Dorset Weymouth and Portland Local Plan review consultation. Details of the consultation had been received and were noted.				
891	Receive Housing and Employment Land availability assessment. This SSDC document had been received, SB explained the purpose of this document, and the content was noted. T Capozzoli reported that SSDC was looking to develop more employment/small business land.				
892	T Cavalier reported that he felt it was inappropriate to name the new school Primrose Lane School, this would cause confusion, especially with the school being nowhere near Primrose Lane but on Wyndham Park. Resolved: It was proposed and unanimously agreed that the Parish Council should request for the name to be changed. Action:TC				

**8 Council Matters**

**893 Cemetery**

- Cemetery Warden’s Update. PS reported the following:  
Ronald Denning’s Grave had been levelled.  
Douglas Henry Marks grave needed levelling – clerk to liaise with family. Action: Clerk
- Topple Test - Cemetery Headstones Risk Assessment. Update - the Gravestone A2 Plot 10 had been straightened and secured. The Clerk and cemetery caretaker will liaise to update the headstones risk assessment. Action: Clerk, PS
- Plaque for chapel – update. A mistake with the engraving had been corrected, this would now be displayed inside the chapel. Action: PS
- SB reported that he had inspected the cracks on the chapel and these were not of concern

**Playing Field and Play area**

- 894** • To receive playing field inspection reports from the relevant councillor and agree any actions arising. SB would provide electronic copies of the reports. Action SB

- 895** • Consider updates on potential security measures (CCTV) at the playing field, possible grants and any actions arising. TC reported that 3 companies had provided quotes for 1. CCTV adjacent to the playing field 2. CCTV positioned on the side of Milton House. The Milton House option was preferable and was coming in about £2,000 cheaper. Yarlington had been approached for their agreement in principle for the camera to be sited on Milton House. This had been refused because of data protection issues. RESOLVED: It was proposed and unanimously agreed that the clerk should write to Yarlington noting that the Parish Council was disappointed with this response, and suggest to a site meeting to discuss options to address the antisocial behaviour problems. The police would also be invited to the meeting. Action: Clerk

- 896** Receive response from member of public to letter sent to all residents about vandalism. One response had been received, this was read out and noted. The clerk was asked to respond to the letter. Action: Clerk.

**897** A letter from SSDC Environmental Health about Public Space Protection Orders was received. This set out the nature of the orders and implementing them in Parishes. The clerk was asked to invite the SSDC Officer to the next Parish Council meeting to discuss ongoing anti social behaviour on the playing field. Action: Clerk

**Highways and Parish Paths**

- 898** • To receive reports regarding highways and agree any actions arising. There was nothing to report.
- Speed Camera at Shop –update. There was nothing further to report.
- 899** • Receive speed sign data. The speed sign data for the period December – Feb had been circulated in advance of the meeting

Traffic analysis report:	Speed sign bottom hill Feb17		
Location/Name:	Incoming Direction		
Report Generated:	12/02/2017 14:16		
Speed Intervals	5	mph	
Time Intervals	5	minutes	
Traffic Report From	12/6/2016 11:40:00 AM through 2/8/2017 10:28:34am		
85th Percentile Speed	34.6	mph	
85th Percentile Vehicles	237,548	counts	
Max Speed	80.0 mph on 12/23/2016 12:30:00 AM		
Total Vehicles	279,468	count	
AADT:	4,370		
<b>Volumes - weekly vehicle counts</b>			
	<b>Time</b>	<b>5 Day</b>	<b>7 Day</b>
Average Daily		4,710	4,288
AM peak	9:00 to 10:00	434	343
PM peak	5:00 to 6:00	448	383
<b>Speed</b>			
Speed limit:		35	mph
85th Percentile Speed:		34.6	mph
Average Speed:		29.3	mph

Traffic analysis report	Speed sign top of hill Feb 17		
Location/Name:	Incoming Direction		
Report Generated:	10/02/2017 17:58		
Speed Intervals	5	mph	
Time Intervals	5	minutes	
Traffic Report From	12/6/2016 10:55:00 AM through 2/8/2017 10:15:00		
85th Percentile Speed	36.6	mph	
85th Percentile Vehicles	232,574	counts	
Max Speed	80.0 mph on 12/8/2016 6:45:00 AM		

Total Vehicles	273,617	count	
AADT:	4,277		
<b>Volumes - weekly vehicle counts</b>			
	<b>Time</b>	<b>5 Day</b>	<b>7 Day</b>
Average Daily		4,606	4,201
AM peak	9:00 to 10:00	333	264
PM peak	5:00 to 6:00	411	374
<b>Speed</b>			
Speed limit:		35	mph
85th Percentile Speed:		36.6	mph
Average Speed:		30.1	mph

900 • Receive notice of temporary road closure A359 Marston Magna 16 March 2017. This notice was received.

901 SB reported that he had met with Somerset Landscapes who would be providing a further quote for work on the verge / trees.

**Communications**

902 Consider producing 'Village Information' Flyer for distribution around the village, for new residents. GM had suggested that an information sheet for new residents should be produced. This proposal was considered alongside an email received from Chilton Cantelo and Ashington Chairman about a new e-newsletter. GM volunteered to provide a list of relevant information, the clerk would compile in an appropriate format. Action GM, Clerk

**9 FINANCIAL MATTERS:**

903 • To approve the cash book and bank account reconciliation for February. RESOLVED: It was proposed and unanimously agreed to approve the cashbook as set out below:

<b>MUDFORD PARISH COUNCIL 2 March 2017</b>			
<b>Receipts &amp; Payments since January 26 2017</b>			
	Balance 26/01/17		<b>£ 50,458.12</b>
	interest		£ 0.45
28/01/2017	Interment fee		£ 80.00
28/01/2017	Memorial fee		£ 60.00
	inscription		£ 25.00
<b>Total Receipts</b>			<b>£ 165.45</b>
<b>PAYMENTS</b>			
29/12/2016	Salaries		£ 521.06
	HMRC		£ 4.20
	Postage telephone mileage		£ 13.45
	CPRE Membership		£ 150.00
	KM Dike Cemetery and Playing field maintenance		£ 1,458.60
	Lightatouch Audit		£ 194.99
	Parish Ranger		£ 64.80
	<b>Total Payments</b>		<b>£ 2,407.10</b>
<b>BALANCE</b>			<b>£ 48,216.47</b>
<b>BANK ACCOUNT STATEMENTS</b>			
<b>Current Account</b>		£ 100.00	
Business Account		£ 21,261.27	
Business Reserve Account		£ 26,980.20	
<b>TOTAL BANK ACCOUNTS</b>		<b>£ 48,341.47</b>	<b>£ 48,341.47</b>
<b>Add outstanding lodgements</b>			<b>£ 25.00</b>
<b>Less outstanding cheques</b>			150
<b>Balance</b>			<b>£ 48,216.47</b>

904 • To consider ytd budget expenditure. YTD budget expenditure was circulated and checked by Councillors  
 905 To approve the following accounts for payment and two signatories for cheques: - RESOLVED: It was proposed and unanimously agreed to approve the following payments, and TC, PS to sign cheques. NL signed the cheque payable to PS Services.

Salaries	February 2017	£521.06
HMRC	Tax and NICs	£4.20
ICO Data Protection registration		£35.00
Cemetery Caretaker		£69.00
SSDC	Printing	£25.73

906 • **To note the following receipts.** The following receipts were noted:

Description	Amount
Nat West Bank interest	£0.42
Interment of ashes – late Mrs Kathleen Stamp	£80.00
Inscription (memorial) Late Mrs K Stamp	£25.00

	Memorial Fee Late Mr Wills	£60.00									
907	<p><b>Other finance matters</b></p> <ul style="list-style-type: none"> <li>Reserves Policy. Consider adoption of Reserves Policy as per Auditor recommendation. Resolved: It was proposed and unanimously agreed to adopt the policy.</li> </ul>										
908	<ul style="list-style-type: none"> <li>Receive grant request from Yeovil Shopmobility. The letter was read out, the potential benefit to residents was noted and it was agreed to make a grant of £50.00 under s137.</li> </ul>										
909	<ul style="list-style-type: none"> <li>Consider pension contribution request from Clerk. Resolved: It was proposed and unanimously agreed to exclude the press and public for this item, under <i>s1 (2) Admissions to Public Meetings Act 1960 as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted</i> (HR matter) The clerk left the meeting and did not advise the council.</li> </ul> <p>The clerk's request was agreed.</p>										
910	<p><b>10 Correspondence.</b> Consider the following correspondence and agree any actions arising.</p> <table border="1"> <thead> <tr> <th>From</th> <th>Subject</th> <th></th> </tr> </thead> <tbody> <tr> <td>CCS</td> <td>Invitation to Join CCS</td> <td>The invitation to join CCS was declined.</td> </tr> <tr> <td>Rural Services Network</td> <td>Online survey on rural issues</td> <td>The survey was completed.</td> </tr> </tbody> </table>		From	Subject		CCS	Invitation to Join CCS	The invitation to join CCS was declined.	Rural Services Network	Online survey on rural issues	The survey was completed.
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CCS	Invitation to Join CCS	The invitation to join CCS was declined.									
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911	<p><b>11 LIST OF ITEMS DISTRIBUTED AND AVAILABLE SINCE LAST MEETING:</b></p> <p>Rural Services Network News Bulletins; Somerset Waste Partnership Newsletters; South West Regional Conference; NFU- Better Farming and Better Planning letter – request to include farming / agricultural concerns into neighbourhood plans; Office National Statistics - Test Census information; SWP newsletter; Area East Meeting of Towns and Parishes – notes; CCS Thatch newsletter; SWP Newsletter; Dorset County Council Waste Site Consultation; National Plant Monitoring Scheme- request for volunteers.</p>										
912	<p><b>12 Challenge to development at up Mudford</b></p> <p>Resolved: It was proposed and unanimously agreed to exclude the press and public under <i>s1 (2) Admissions to Public Meetings Act 1960 for this item as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.</i> (legal / professional advice)</p> <p><b>Planning Application 14/02554/OUT. Receive update on legal / professional advice and consider any actions arising.</b> TC provided an update.</p>										
913	<p><b>13 NEXT SCHEDULED PARISH COUNCIL MEETINGS:</b></p> <p>SB asked for the scheduled meeting to be re scheduled to Thursday April 6th 2017. This was agreed pending confirmation of hall availability.</p> <p>Further meetings will be called as necessary usually on the last Thursday of the month.</p>										