

MUDFORD PARISH COUNCIL

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MINUTES OF A MEETING OF THE PARISH COUNCIL

Held on Thursday 22 February 2018 at Mudford Village Hall at 7pm

PUBLIC SESSION

The following points were raised:

Note that enforcement period at West Farm extended. Parish Council and District Councillors thanked for making representations.

Noted that the site must be reinstated

2 piglets recently killed by dogs in West Mudford, it appeared that hare coursing may have been taking place in Limington

1	<p>Attendance and to receive any apologies for absence and to consider acceptance of the reason. Present: Stephen Bartlett (SB) Tony Cavalier TC; Nick Lanigan NL; June Lydon JL; Phil Sargent PS; Kay Mackenzie KM In attendance: Sue Graham (Clerk) 4 members of the public. Resolved: It was proposed and unanimously agreed to accept apologies from Tony Capozzoli (District Councillor) Mike Lewis (County Councillor) Geraldine Mabey, Jean Jones</p>											
2	<p>Declarations of Interests. KM declared an interest in Item 7. As this was not an item for decision she would remain in the room but would not take part in discussion. TC and PS declared an interest in item 9.1 payments and would not sign their respective cheques.</p>											
3	<p>Reports. To hear reports from: County and District Councillors. The County and District Councillors had sent apologies due to SSDC Full Council Meeting Police. The police were not present. It was noted that the police speed motorcycle had been present in the village on 21 February. Village Hall Committee. Jean Jones had sent the following report: <ul style="list-style-type: none"> • Thursday 29 March 10-1230 village hall Easter café (item for newsletter) • Friday 2nd March - Village hall committee meeting. • Friday 9th March - Youth meeting in the main hall - 7pm. Parish Environment Warden. PS reported that <ul style="list-style-type: none"> • Trees had been cleared on the north side of river but debris remained further down the river. • Long Hill - hedges have been cut but debris remained, the road needed to be swept The clerk had reported the tree growing over the road, the Chair noted that monitoring and maintaining this tree was a Highways responsibility. Clerk: SALC advice re GDPR. The clerk referred to advice circulated by SALC about GDPR. It was important that Councillors familiarised themselves with this. Bespoke training for Parish Councils was expected and the clerk would attend. There would also be advice about the appointment of a Data Protection Officer which was a requirement for all organisations.</p>											
4	<p>To approve as a correct record the minutes of the Parish Council Meeting held on 25 January 2018 Resolved: It was proposed and unanimously agreed to approve the minutes of the meeting held.</p>											
5	<p>To consider the following planning applications and make recommendations to the planning officer. No applications had been received.</p>											
6	<p>To receive the following determination of planning notices: The following notices were read out with conditions noted:</p> <table border="1" data-bbox="188 1525 1560 1839"> <tr> <td data-bbox="188 1525 437 1655">17/03998/FUL and 17/03999/LBC</td> <td data-bbox="437 1525 1158 1655">Conversion of barns to five residential units and reinstatement of cottage of residential use, including associated internal and external alterations erection of extensions and erection of car ports / garaging. Stone Farm, Stone Lane, Yeovil.</td> <td data-bbox="1158 1525 1560 1655">Grant permission / Grant Consent with conditions</td> </tr> <tr> <td data-bbox="188 1655 437 1733">17/04632/OUT</td> <td data-bbox="437 1655 1158 1733">Outline application for self-build and custom housebuilding. Land East of Hales Meadow, Mudford Yeovil</td> <td data-bbox="1158 1655 1560 1733">Refuse permission</td> </tr> <tr> <td data-bbox="188 1733 437 1839">17/04589/FUL / 17/04813/LBC</td> <td data-bbox="437 1733 1158 1839">The carrying out of external alterations and change of use of barn from Office (use class B1) to 1 No. self-catering holiday let. Shippon Lodge, Sock Farm, Mudford Sock, Yeovil.</td> <td data-bbox="1158 1733 1560 1839">Grant permission with conditions/ Grant consent with conditions</td> </tr> </table>			17/03998/FUL and 17/03999/LBC	Conversion of barns to five residential units and reinstatement of cottage of residential use, including associated internal and external alterations erection of extensions and erection of car ports / garaging. Stone Farm, Stone Lane, Yeovil.	Grant permission / Grant Consent with conditions	17/04632/OUT	Outline application for self-build and custom housebuilding. Land East of Hales Meadow, Mudford Yeovil	Refuse permission	17/04589/FUL / 17/04813/LBC	The carrying out of external alterations and change of use of barn from Office (use class B1) to 1 No. self-catering holiday let. Shippon Lodge, Sock Farm, Mudford Sock, Yeovil.	Grant permission with conditions/ Grant consent with conditions
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7	<p>Other planning matters Receive feedback from Area East Committee meeting on 14 February 2018. Enforcement notice extension of time, West Farm. PS and TC had attended the meeting and made representations on behalf of the Parish Council. The District Council had decided to grant an extension of 4 months to the enforcement period (backdated to the 3rd February) to cease the cement business, with a 6 month period allowed to reinstate the site. Mike Lewis and Tony Capozzoli were thanked for supporting the Parish Council position.</p>											
8	<p>Council Matters Cemetery</p>											

- Agree Exclusive Rights of Burial Edward Bangay and Eileen Bangay. Resolved: It was proposed and unanimously agreed to approve and sign the exclusive rights of burial for Edward Bangay and Eileen Bangay plot E21. The £75 fee had been received.
- Agree additional inscription M L Langmead. Resolved: It was proposed and unanimously agreed to approve the additional inscription. The fee had been received.
- Approve memorial E Bangay. Resolved: It was proposed and unanimously agreed to approve the memorial. The fee had been received.
- Cemetery Warden's Update. PS reported that Rev E Bangay's funeral had taken place and his ashes interred in Mudford Cemetery. It was suggested that the new cemetery seat should be dedicated to Edward Bangay. PS was asked to obtain quotes for a plaque to fix to the seat to read: 'In memory of Rev Ed Bangay 1937-2018, a good friend of the village.'
- Topple Test - Cemetery Headstones Risk Assessment. Update. There was nothing to report.

Playing Field and Play area

To receive playing field inspection reports from the relevant councillor and agree any actions arising.

- SB would send the outstanding reports to the clerk.
- NL, PS, and TC would meet a play advisor on 16 March to consider the longer term development of the field.

Highways and Parish Paths

To receive reports regarding highways and agree any actions arising.

- Pot hole on Long Hill had been filled.
- Manhole by cemetery gates- loose and noisy
- Speed sign data: the data downloaded from the sign at the top of the hill showed over 250,000 vehicle movements over 2 months, with over 10% speeding at an average of 40mph. PS suggested that an average speed camera would be the only effective way of dealing with this. Acknowledged that Mike Lewis had applied for a small improvement scheme for the A359 but it was not clear whether this would happen.
- Road between the Church and West Mudford, West Mudford Lane flood had subsided but one patch / puddle remained and had not drained away.
- PS reported that the new seat at the bus stop had been well received

Receive details of Highways England Sparkford to Ilchester dualling public information consultation events. Consider response to consultation. Concern was expressed about the likely impact of increased use on the A359, as motorists would avoid associated roadworks, this would overburden the road, and would result in more accidents. It was agreed that the PC would respond noting its serious concerns about the burden and risk to the A359, the situation with this road was already critical and a risk assessment would be required.

Receive details of consultation A358 Taunton to Southfields, Ilminster Dualling Scheme. The consultation was noted, the PC did not wish to respond.

9

FINANCIAL MATTERS:

9.1 To approve the following payments and two signatories for cheques.

RESOLVED: It was proposed and unanimously agreed to approve the following payments, and for PS, TC and SB to sign cheques. PS and TC did not sign their respective payments

Salaries	February 2018	£517.79
Postage telephone and mileage	February 2018	£20.45
Nest Pensions Direct Debit	Direct debit payment	£27.54
PS Services	Cemetery Caretaker	£226.70
SALC	Good Councillor Training	£25.00
ICO	Data Protection Registration	£35.00
Centrewire	Bus stop seat	£163.20
T Cavalier	Mileage to Area East Committee	£11.70

9.2

The following receipts were noted

Exclusive Rights Of Burial, E and EN Bangay, Interment fee E Bangay	£155.00
Additional Inscription M L Langmead	£ 30.00
Bank interest	£ 2.79

9.3

Other finance matters

9.3.1 Internal Auditor Update – report from visit on 11 January. Consider and agree financial risk assessment including recommendations and action plan and agree any actions arising. The clerk had circulated the risk assessment to Councillors and noted the following recommendation and audit notes:

We recommend that in view of the level of reserves held and the likelihood that the new External Auditors will be looking at the balances held by the Parish Council a planned approach to the use of its Reserves including an action plan on use some of the general reserves for the use of its Parishioners in 2017/2018 should be implemented.

Any Parish Council project should be confirmed in the minutes of the Parish Council and the funds used during the agreed financial years.

Where spending decisions are taken for projects these should be cross referenced to the budget allocations and noted in the Minutes of the Parish Council.

As a reminder the Asset Register is reviewed at least once a year and signed by the Parish Chairman to show that a review of all assets has taken place.

The council acknowledged the recommendation and notes. There would be a large carry forward from 2017-18. This was largely due to delays with the planning application EIA and associated legal challenge. The clerk noted that reserves included public money set aside for village projects, it was important to progress these projects (mainly for development of the field) over the next financial year. The council noted that draft costed spending plans had been prepared and would be finalised at the end of the financial year. It would endeavour to follow these plans.

9.3.2 To approve the cash book and bank account reconciliation for 25 January- 22 February 2018

Resolved: It was proposed and unanimously agreed to approve the cashbook and bank account reconciliation as follows:

Receipts & Payments January 25th - Feb 22nd 2018			
	Balance 25/01/18		£ 61,437.57
RECEIPTS			
	Bank interest		£ 2.79
	Interment fee		£ 155.00
	Inscription fee		£ 30.00
	Memorial fee		£ 50.00
Total Receipts			£ 237.79
PAYMENTS			
	25/01/2018		
	Salaries		£ 517.79
	NEST Pension		£ 27.54
	Postage, stationery mileage		£ 12.30
	Play area inspection		£ 94.20
	Km Dike play area maintenance		£ 1,037.40
	SALC Subs		£ 187.49
	Vision ICT .gov.uk		£ 66.00
	C Lee Trees - tree work		£ 460.00
	Lightatouch internal audit		£ 202.50
	SFD Bin for playing field		£ 294.00
	Total Payments		£ 2,899.22
BALANCE			£ 58,776.14
BANK ACCOUNT STATEMENTS			
Current Account		£ 100.00	
Business Account		£ 31,702.74	
Business Reserve Account		£ 26,985.44	
TOTAL BANK ACCOUNTS		£ 58,788.18	
Add outstanding lodgements	£50.00 memorial	£ 50.00	
Less outstanding payments	nest: 27.54, chq 1254 £34.50	62.04	
Balance			£ 58,776.14

9.3.3 To consider ytd budget expenditure. YTD budget expenditure was circulated and checked by Councillors

10	Youth Provision. Update. A meeting had been arranged for 9 March at 7pm. SRYP would be attending.
11	Village hall car park. Update and agree any actions arising. It was reported that during the re- lining of the car park an additional disabled space had been lined by mistake. The original space had now been reinstated. Discussions with SSDC about the car park extension had taken place some time ago. It was necessary to start the process again because of a change in personnel. A further meeting would be arranged.
12	Correspondence. Consider the following correspondence and agree any actions arising: Somerset Libraries Service Consultation: This was noted. The Local Government Boundary Commission for England: Draft recommendations regarding ward boundaries for South Somerset, consider and agree response. The boundaries were noted, the PC did not wish to respond. SSVCA- Publicity regarding SSCVA and recruitment of Trustees. This was noted.
13	LIST OF ITEMS DISTRIBUTED AND AVAILABLE SINCE LAST MEETING: Rural Services Network News Bulletins; SWP briefing, change of contractor; Keep Britain Tidy event publicity; PACT meeting details; Area East Committee agenda and papers; SALC advice notices.
14	Items for village newsletter. Village Hall and Church events Recent funeral of Rev Edward Bangay who had lived in the village for 25 years Early stages of making plans for developing the playing field, will be consulting with the village as the plans progress. Recent Parish Council activity – provision of two new benches, bins etc.
15	Challenge to development at up Mudford To resolve to exclude the press and public under 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. (professional advice) Planning Application 14/02554/OUT. Receive update on legal / professional advice and consider any actions arising. There was nothing to report.
16	NEXT SCHEDULED PARISH COUNCIL MEETINGS: 29 March 2018. Further meetings will be called as necessary.