

MUDFORD PARISH COUNCIL

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MINUTES OF A MEETING OF THE PARISH COUNCIL held on Thursday 25 January 2018 at Mudford Village Hall at 7pm

PUBLIC SESSION

The following items were raised by members of the public:

West Farm Planning

- Request for extension to compliance period noted. Query about whether this was a legitimate request and why this was being considered outside of the normal process; the Planning Inspector had already made a recommendation not to extend the compliance period. S Bartlett explained the Planning Officer's position.
- T Capozzoli noted the potential impact on employees if the business could not relocate.
- Others suggested that it was not known how many workers this would affect and whether they were agency workers or Directors of the business.
- Members of the public suggested that there had been ample time for alternative arrangements to be made, it was not clear whether alternative sites had been investigated. The risk of the enforcement notice being upheld had been there for some time.
- Concern that the public had been advised that the Inspector's decision would be final – and the Inspector had rejected a request for extension of the compliance period. To approve an extension would diminish public confidence in the system.
- PC urged not to support an extension.
- Highways report 2016 – this included a recommendation that the passing bays should be in situ before the scheme was brought into being – this has not happened and the business is continuing.
- Concern expressed about reported intimidation
- Reported that a DVSA Hearing had curtailed the use of some HGVs, it appeared that these were still in use.

Play Area

Youth feedback: Extension of the tarmacked area to join with the skatepark would be beneficial for skatepark users and walkers.

Youth Provision.

Liam from the Youth Parish Council at Ilchester attended the meeting to talk about the activity of the Youth Parish Council. This included regular meetings and liaison with the Parish Council to deliver youth facilities and coordinate fundraising. Achievements of included:

- Fundraising – coffee mornings, BBQ
- Skatepark provision,
- Bus shelter
- Painting
- Litter picking

Liam was thanked for attending, this had been useful in the context of possible youth provision in Mudford.

Highways

- Primrose Lane - in poor state – very muddy
- Main Street- blocked drains between car park and Dairy House, one believed to be blocked with concrete.
- Query about weight restriction, this was confirmed, there was a weight restriction excluding vehicles making deliveries. This was advertised at Lyde Road. It was acknowledged that this was abused and queried whether the weight limit was enforceable through Mudford.
- Update requested on whether the Camera white lining could be reinstated – the clerk confirmed that she had asked and it was not allowed.

1	Attendance and to receive any apologies for absence and to consider acceptance of the reason Present: Stephen Bartlett (SB) June Lydon (JL) Phil Sargent(PS) Kay Mackenzie (KM) In attendance: Tony Capozzoli (District Councillor) Mike Lewis (County Councillor) Sue Graham (Clerk) Liam (Youth Parish Councillor from Ilchester), Jean Jones (Village Hall Committee) 11 members of the public. Resolved: It was proposed and unanimously agreed to accept apologies from Nick Lanigan, Geraldine Mabey and Tony Cavalier
2	Declarations of Interests. Kay Mackenzie re item 7. Personal and prejudicial interest. A dispensation was requested for item 9.3.
3	Reports. To hear reports from: County Councillor. Mike Lewis reported the following:

- There would be 2.99% increase council tax.
 - There was a programme for 24 new schools in Somerset, including a number in the Yeovil area. The demand was increased because of additional housing. This would bring pressure on SCC funding.
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- District Councillor. Tony Capozzoli reported the following:
- Boundary commission consultation was taking place. Ilchester would be affected.
 - Highways England Consultation– details of consultation events for the proposed A303 dualling were provided.
 - Garden settlement proposals provided
 - SIDs were being withdrawn by the County Council, the Area East Committee had discussed and were looking at whether SSDC could manage provision.
 - Hales Lea planning application refusal had been issued. He suggested potential planning gain in negotiating to buy the land.

Police. The police had sent apologies

Village Hall Committee. Jean Jones reported the following:

- Pantomime would be running on 9, 10, 11 Feb.

Parish Environment Warden. the following report was received:

- Problems with trees in the spinney with some damaging the wall. The clerk reported that following receipt of updated quotes C Lee Trees had been asked to complete the work (maintenance budget). SB confirmed receipt of a similar quote.
- Gateway to footpath blocked by brambles.
- Annual maintenance schedule was required for verge cutting in March, June and September. The clerk was asked to obtain quotes for this work.

Clerk. There was nothing to report.

4 **To approve as a correct record the minutes of the Parish Council Meeting held on 28 December 2017**
Resolved: It was proposed and unanimously agreed to approve the minutes of the meeting held.

5 **To consider the following planning applications and make recommendations to the planning officer**
No planning applications had been received.

6 **To receive the following determination of planning notices:**
The following notices including conditions were read out:

17/02625/FUL and 17/02626/LBC	Conversion of former agricultural barn to dwelling house, elevational changes to workshop premises and change to access. West Farm, West Mudford Road, Mudford, Yeovil	Grant permission with conditions/ Grant consent with conditions
17/03367/LBC	Replacement of 7 no. windows on front elevation. Hillside Cottage, Main Street, Mudford	Grant consent with conditions

7 **Other planning matters**
Kay MacKenzie declared an interest and left the meeting.
Receive email from Simon Fox regarding request for extending the compliance time to the enforcement notice, West Farm following the appeal decision, agree a response for Area East Committee consideration.
Following discussion and taking account of points raised in public session, it was proposed and unanimously agreed to recommend refusal of an extension to the compliance period as set out in the enforcement notice for the following reasons:

- It was not clear how many employees (who were not directors) would be affected and whether they were agency workers.
- Passing bays have not been constructed as had been recommended in the original Highways report, and the road / verges were struggling with pressure of these vehicles tearing verges, and resulting in blocked drains
- The Planning Inspector had already considered the compliance period and felt it was reasonable, to offer an extension would diminish the public confidence in the planning and appeal system
- No attempt had been made to restore the land at the river to its original level resulting in considerable flood risk to the land either side.
- Considerable concern about validity of employers and vehicle insurance when operating outside of planning refusal

In summary, the Parish Council felt that this had been a protracted process and there had been more than adequate time for the appellant to make alternative arrangements.
The clerk was asked to report the apparent continued use of HGVs to the DVSA /office for traffic commissioner.
It was agreed that a Parish Council representative should attend the Area East Committee meeting for this item.
Kay Mackenzie returned to the meeting.

8 **Council Matters**
Cemetery
Cemetery Warden's Update. P Sargent reported the following:

- Exterior window frames in the chapel were rotten. He would seek quotes for replacement.

- Interment of Edward Bangay would take place on Saturday 27 January at 10am.
- He had cleared the drains at the cemetery, this work was ongoing.

Playing Field and Play area

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

NL had completed the reports. There was a problem with dog fouling and litter. The quarterly inspection reports had been received from SSDC. Areas to monitor included, scramble net and rust on multi-unit, rope of activity trail, damaged tarmac, general maintenance. The clerk would scan the report and circulate.

JL reported that the *No Glass Allowed* sign had been removed.

PS reported that leftover food had been found in the playing field, alongside two dead birds. This raised concern about poisoning. Councillors were asked to monitor the north east corner.

Highways and Parish Paths.

To receive reports regarding highways and agree any actions arising.

- The pavements had been swept, however, stones remained on the road in the vicinity of East Lanes. The clerk was asked to request a road sweeper.
- Poor state of roads at Up Mudford due to agricultural mud etc.
- Crossroads at Hinton flooded because of blocked drains
- Trees overhanging A359, to be monitored.

The clerk reported that the bench for the bus stop had been ordered. Jonathan Carey had been asked to install this (maintenance budget.) He had the relevant permission to work on the Highway and his quote for the previous installation had been the best value for money.

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 and SB to sign cheques

Salaries	January 2018	£517.79
Postage telephone and mileage	January 2018	£12.30
Nest Pensions Direct Debit	Direct debit payment	£27.54
SSDC	Play area inspection	£94.20
K M Dike	Grounds Maintenance	£1037.40
SALC	Subscription	£187.49
Vision ICT	.gov.uk domain fee	£66.00
C Lee Tree Services	Cemetery tree work and removal of Acer opposite church	£460.00
Lightatouch	Internal Audit and Risk assessment	£202.50
Street Furniture Direct	Play Area Bin	£294.00

9.2 The following receipts were noted.

Bank interest - £2.50

9.3 Other finance matters

Precept – consider and budget and precept request for 2018-19. A dispensation was agreed as without a dispensation being granted, the number of persons prohibited from participating in the business would be so great a proportion of the body transacting the business as to impede the transaction of the business.

TC and the clerk had met in December to produce a draft budget. A copy of the draft budget was provided to Councillors. Budget allocations were considered line by line taking account of spending in previous years, and anticipated future spending. It would be necessary to maintain a similar budget for day to day expenditure, and to plan for future projects. In particular the following areas were discussed in detail:

- Cemetery / chapel maintenance including need to replace rotten windows
- Ongoing tree and verge maintenance
- A long term play area overhaul and play equipment development and replacement fund.
- Parish projects fund to include traffic calming and bridge repairs, donation for extension of village hall car park
- Delays to legal challenge budget spend and likely future spend

As had been noted at the previous meeting there was an opportunity to carry a significant amount forward to earmarked reserves. This would ensure adequate funding of above projects. Reasons for the underspends in budget lines included:

- Legal challenge delayed due to extension of deadline for EIA submission
- Uncertainty regarding long term future plans for playing field because of question over suitability of this area to be re-tarmacked
- Cemetery and playing field - tree maintenance had not been necessary this financial year but would be required in future
- Parish Projects - playing field security measures had not been necessary.

A draft reserves plan was provided and considered, this would be finalised at the start of the new financial year.

A spending plan with details of anticipated costs and timescales would be essential as recommended by the internal auditor.

Day to day running costs and earmarked reserves would result in a budget of £27,115. The potential impact on a Band D

Charge (-2.4%) was considered and it was agreed that this was acceptable.
 RESOLVED: It was proposed and unanimously agreed to request a precept of £26,945 and Council tax support grant of £170

Internal Auditor Update – report from visit on 11 January 2018. The clerk reported that the Internal Auditor had visited and conducted the mid-year review of accounts. These were found to be in order. The Auditor had also carried out a financial risk assessment. This would be considered in detail at the next meeting, the main recommendation was to implement a plan to spend budgeted reserves.

To approve the cash book and bank account reconciliation for 28 December 2017 – 25 January 2018.

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

Receipts & Payments December 28th 2017 - January 25th 2018			
	Balance 28/12/2017		£ 62,398.97
RECEIPTS			
	Bank interest		£ 2.50
Total Receipts			£ 2.50
PAYMENTS			
28/12/2017	Salaries		£ 517.79
	NEST Pension		£ 27.54
	Postage, stationery mileage		£ 36.07
	Newsletter printing		£ 34.50
	CPRE donation and membership		£ 150.00
	SFD Bench for cemetery		£ 198.00
	Total Payments		£ 963.90
BALANCE			£ 61,437.57
BANK ACCOUNT STATEMENTS			
Current Account		£ 100.00	
Business Account		£ 34,537.85	
Business Reserve Account		£ 26,984.22	
TOTAL BANK ACCOUNTS		£ 61,622.07	
Add outstanding lodgements			
Less outstanding cheques	CHQS 1255, 1254	184.5	
Balance			£ 61,437.57

To consider ytd budget expenditure. YTD budget expenditure was circulated and checked.

Receive grant request from Radio Ninesprings.

This was considered. The likely benefits were unclear, it was not apparent whether this would be a popular choice with parishioners and whether it would provide a service different to that which already existed. It was suggested that a donation could not be considered at this early stage of development.

It was noted that the Parish Council did need a communications strategy but whether ninesprings radio would form part of this was questionable.

10 Youth Provision. Update
 Suggestions had been received during public session about development of the field. The clerk would contact the Play and Leisure Department at SSDC for advice.
 Somerset Rural Youth Project had sent apologies but would attend a future meeting to discuss youth provision– the clerk was asked to arrange this for a Friday in March.

11 Village hall car park. Update and agree any actions arising.
 The car park would be re-lined on 30th January 2018.
 Discussion about extending the car park took place, this would be discussed by the village hall committee at its next meeting.
 M Lewis reported that he and Tony Capozzoli had asked about the possibility of parking permits at the Area East Committee – this was being investigated.

12 Correspondence. Consider the following correspondence and agree any actions arising:
 Annual Town and Parish Council meeting with SSDC 26 February. This was noted.
 South Somerset Electoral Review Consultation. Consider and agree response. ML explained the nature of the review, the purpose of which was to realign boundaries to make electorate numbers more equal. He suggested that the Mudford response should be informed by the interests of the village. The response would be agreed at the next Parish Council meeting. The clerk would circulate details electronically to councillors

13 LIST OF ITEMS DISTRIBUTED AND AVAILABLE SINCE LAST MEETING:
 Rural Services Network News Bulletins; Flood Warden winter newsletter; Clerks and Councils Direct Newsletter; St Margaret’s hospice volunteer newsletter.

14 Items for village newsletter.
 Next issue - mid March for Easter.
 St Margaret’s: Open gardens volunteers

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: 22 February 2018. Further meetings will be called as necessary. Mike Lewis and Tony Capozzoli gave apologies – Full Council Meeting.