

# MUDFORD PARISH COUNCIL

Clerk: Sue Graham. Sun View, Babcarry Lane, Keinton Mandeville, TA11 6DR

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## MEETING OF THE PARISH COUNCIL – Thursday 27 July 2017 at Mudford Village Hall at 7pm Minutes

### PUBLIC SESSION

Comments were made as follows regarding

**Item 5: Conversion of former agricultural barn to dwelling house, elevational changes to workshop premises and changes to access. West Farm, West Mudford Road, Yeovil.**

Residents of neighbouring properties noted that a number of applications in various stages of planning process were ongoing at West Farm, it was confusing. Applications appeared to be dependent on other applications being passed / successful at appeal. This application seemed premature.

Residents expressed confusion about the ongoing applications. Concern was expressed that if one was approved before the other, it could impact on the outcome of other applications. Clarification was sought about this.

This application appeared to be related to the haulage business which had been refused and was subject to appeal. Query about status of this and when it was likely to be considered by the inspector. Clarification was sought on whether this had been delayed.

The Parish Council was asked to clarify these points. SB noted that the appeal was in the domain of Planning Inspector. TC suggested that a confirmation of a date when this would be considered should be sought.

Further queries were raised as follows:

- It appeared that the extended area of the yard, outside the red boundary line, was in flood zone three and prone to flooding. If permission was not granted to extend the yard, where would the lorries park in the event of a flood, particularly as the proposed new access to the workshop would be on that side of the building.
- Would the new access to the workshop work if the retrospective planning for the extended yard is refused.
- If the haulage business had to be relocated would lorries be brought to the site via west Mudford Road, for maintenance?
- Proposed alterations to access raises concern that the maintenance side of the business could be expanded.
- On google search West Farm is often shown as the cottages, concern about whether all the relevant authorities have been looking at the correct site, particularly as West Farm is virtually covered in water on the flood risk map.

The applicant noted that changes to the workshop and access were for cosmetic purposes only as there would be a dwelling there. Current and planned access arrangements were confirmed by the applicant.

SB confirmed that the only West Farm planning application on the agenda was the conversion of the barn and related changes to the workshop / access.

Mr Gunning (applicant) noted that the Barn had had planning permission before they bought it, and reported that the current planning application had not been necessary as the previous owner had already made a start with the conversion.

A resident asked if any progress had been made with his suggestion for a mini roundabout at the Hillview junction. It was noted that this would need to be approved by the County Councillor. The Chair noted that it would be interesting to know the extent of support for this in the village.

It had been reported at the last meeting that drains were being blocked by stones / gravel as a result of resurfacing. It was noted that the sweeper had attended, it was not clear if the drains had cleared.

A query was raised about the playing field and cemetery maintenance payment on the agenda. The clerk would be happy to provide a breakdown.

An update was requested with regard to the telephone box – cleaning and repair-this had been carried out by BT.

The payment for the Eastmoor seat was queried. It was confirmed that this was a new seat for the bus stop.

<b>1</b>	<p><b>Attendance and to receive any apologies for absence and to consider acceptance of the reasons.</b> Present: Stephen Bartlett (SB), Tony Cavalier (TC) Phil Sargent (PS) Nick Lanigan (NL) Geraldine Mabey (GM) In attendance: Tony Capozzoli (District Councillor) Sue Graham (Clerk) Jean Jones (Village Hall Committee) 10 members of the public. Apologies were received and accepted from June Lydon, Diane Vaughan. Mike Lewis (County Councillor) would be late.</p>
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2	<b>Declarations of Interests.</b> There were no declarations									
3	<b>Reports.</b> To hear reports from: <b>County and District Councillors.</b> Mike Lewis reported the following: <ul style="list-style-type: none"> <li>Library service survey had been launched. He urged the Parish Council to publicise this and to encourage residents to complete the survey. If people did not respond it could be assumed that the library service was not important. The clerk would upload it to the website and ask the village agent to publicise.</li> <li>Mini roundabout. Following the conversation in public session Mike Lewis reported that this would need to be applied for as part of small improvement scheme. He reported that the next round of applications would be in September. The parish council would support an application for this.</li> </ul> Tony Capozzoli reported the following: <ul style="list-style-type: none"> <li>Area East Committee met on the second Wednesday of each month. He would be pleased to represent the council at these meetings.</li> <li>Gold star awards nominations were now open. He encouraged the council to nominate.</li> </ul> <b>Police.</b> There was no report. <b>Village Hall Committee.</b> Jean Jones reported the following: <ul style="list-style-type: none"> <li>James Divall- Community development officer would be meeting with the village hall committee the following day to talk about possible extension of the car park. Lawrence Weir had been in touch with the Clark's foundation about possible grant funding for this, they would be happy to make a donation. It was suggested that contributions from several interested parties (including the Parish Council) would make this more affordable.</li> <li>The Village Hall AGM would take place on 10 August.</li> </ul> <b>Parish Environment Warden.</b> GM reported the following: <ul style="list-style-type: none"> <li>She had cleared the path on the left towards the bridge.</li> <li>Mark Doyle and an Environment Agency representative had visited to look at the river. They were inclined to leave the river as it was but would visit again. The flood barrier behind the garage had given cause for concern.</li> </ul> <b>Clerk.</b> The clerk reported that with changes to the Data protection Act it would be beneficial for her to attend some training, she asked for permission to book this, the cost would be approximately £30. This was agreed.									
4	<b>To approve as a correct record the minutes of the Parish Council Meeting held on 29 June 2017</b> Resolved: It was proposed and unanimously agreed to approve the minutes of the meeting held.									
5	<b>To consider the following planning applications and make recommendations to the planning officer</b> <table border="1" data-bbox="183 1142 1516 1892"> <thead> <tr> <th data-bbox="183 1142 391 1176">Ref</th> <th data-bbox="391 1142 1516 1176">Detail</th> </tr> </thead> <tbody> <tr> <td data-bbox="183 1176 391 1377">17/02679/LBC</td> <td data-bbox="391 1176 1516 1377">           The carrying out of various internal alterations. 2 Amhurst, Main Street, Mudford.            SB explained the plans.            Comments were invited and observations made as follows           <ul style="list-style-type: none"> <li>No alterations to building from outside, alterations internal.</li> <li>No objections.</li> </ul>           Resolved. It was proposed and unanimously agreed to recommend <b>approval</b> </td> </tr> <tr> <td data-bbox="183 1377 391 1668">17/02625/FUL and 17/02626/LBC</td> <td data-bbox="391 1377 1516 1668">           Conversion of former agricultural barn to dwelling house, elevational changes to workshop premises and changes to access. West Farm, West Mudford Road, Yeovil.            SB explained the plans. He noted that there had been permission granted for conversion in the past. The building had previously been a cow store.            Comments were invited and observations made as follows           <ul style="list-style-type: none"> <li>At the moment the barn was untidy, would be preferable to see it being used.</li> <li>Query raised about nature of elevational changes to the workshop - it was noted that these were aesthetic and would make the workshop look more attractive.</li> </ul>           Resolved. It was proposed and agreed to recommend <b>approval</b>.         </td> </tr> <tr> <td data-bbox="183 1668 391 1892">17/02800/FUL</td> <td data-bbox="391 1668 1516 1892">           Erection of Three Dwellings with associated parking, landscaping and access. Land Adjoining Pear Tree Cottage, Yeovil Marsh. Application not in parish but adjacent to it.            The applicant attended to explain the proposal which was adjacent to the Parish.            Comments were invited and observations made as follows:           <ul style="list-style-type: none"> <li>Query about sewage – this was clarified by the applicant and not considered to be a concern.</li> <li>No objections</li> </ul>           Resolved. It was proposed and unanimously agreed to recommend <b>approval</b>.         </td> </tr> </tbody> </table>		Ref	Detail	17/02679/LBC	The carrying out of various internal alterations. 2 Amhurst, Main Street, Mudford. SB explained the plans. Comments were invited and observations made as follows <ul style="list-style-type: none"> <li>No alterations to building from outside, alterations internal.</li> <li>No objections.</li> </ul> Resolved. It was proposed and unanimously agreed to recommend <b>approval</b>	17/02625/FUL and 17/02626/LBC	Conversion of former agricultural barn to dwelling house, elevational changes to workshop premises and changes to access. West Farm, West Mudford Road, Yeovil. SB explained the plans. He noted that there had been permission granted for conversion in the past. The building had previously been a cow store. Comments were invited and observations made as follows <ul style="list-style-type: none"> <li>At the moment the barn was untidy, would be preferable to see it being used.</li> <li>Query raised about nature of elevational changes to the workshop - it was noted that these were aesthetic and would make the workshop look more attractive.</li> </ul> Resolved. It was proposed and agreed to recommend <b>approval</b> .	17/02800/FUL	Erection of Three Dwellings with associated parking, landscaping and access. Land Adjoining Pear Tree Cottage, Yeovil Marsh. Application not in parish but adjacent to it. The applicant attended to explain the proposal which was adjacent to the Parish. Comments were invited and observations made as follows: <ul style="list-style-type: none"> <li>Query about sewage – this was clarified by the applicant and not considered to be a concern.</li> <li>No objections</li> </ul> Resolved. It was proposed and unanimously agreed to recommend <b>approval</b> .
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		Green Acres Lane, Mudford																
	17/02426/S19	Application to vary condition no 2 (approved plans) of 14/01909/LBC to allow the change of position of a single window and the double external doors. Ivy Cottage, Main Street, Mudford.	Vary / modify consent given															
<b>7</b>	<p><b>Other planning matters</b></p> <p>Consider making additional comments in respect of the following advice of appeal receipt, 16/03544/OUT Outline application for proposed residential development fronting Up Mudford Road, Hales Lea, Land East of Hales Lea, Mudford.</p> <p>SB explained the history of Hales Meadow and noted the application in question and reasons for the refusal. Resolved. It was proposed and unanimously agreed that the previous comments submitted by the PC were sufficiently comprehensive. The PC had nothing further to add.</p> <p>PS raised concern that a mini roundabout as discussed in public session would facilitate development on Hales Meadow.</p>																	
<b>8</b>	<p><b>Council Matters</b></p> <p><b>Cemetery</b></p> <ul style="list-style-type: none"> <li>Cemetery Warden's Update. PS reported that maintenance was ongoing and of a good standard.</li> <li>Topple Test - Cemetery Headstones Risk Assessment. Update. There was nothing to report. Checks were ongoing and no further risks identified.</li> </ul> <p><b>Playing Field and Play area</b></p> <ul style="list-style-type: none"> <li>To receive playing field inspection reports from the relevant councillor and agree any actions arising. PS reported that there had been few problems, the maintenance was being carried out to a high standard. The wobble log was splitting – this had been reported to the installer who would return to inspect it. There were rabbit holes around perimeter – PS would fill the holes, clerk to prepare a sign to warn public.</li> <li>Playing Field Maintenance – Bradfords account, update. NL noted that the account had been approved and opened. He had purchased the items required for maintenance. He and PS would complete this work. Risk assessments had been completed.</li> <li>Play area re-tarmacking – consider completing this work and applying for grant from Playing Fields Legacy Fund - update. The clerk reported that she had completed the application form. However, a successful outcome would be more likely if letters of support and agreed funding from another organisation were forthcoming. T Capozzoli had agreed to support the application, the clerk had also asked Rob Parr (SSDC) It was agreed that an application to the SSDC community grants fund would be appropriate. TC would ask J Divall for details of this.</li> </ul> <p><b>Highways and Parish Paths</b></p> <p>To receive reports regarding highways and agree any actions arising</p> <p>PS, NL, SB and Lawrence Weir had had a meeting regarding footpaths, Lawrence Weir (LW) had been formally appointed as Footpath Liaison Officer for the Parish. The application was being processed by the County Council. PS, NL and LW were in the process of surveying the rights of way in the parish.</p> <p>Speed data. The clerk reported that this was difficult to upload to the website in its current format. The data was reported in the meeting minutes which were available on the website. It was suggested that the results should be available on the noticeboard.</p> <p><b>Receive notice of temporary road closure.</b> The closure at Mudford Sock by Wessex Water, from 18th September 2017 for 5 days was noted.</p> <p><b>Receive response from police regarding parking on pavement.</b> The police had reported that 'advisory' notices had been issued to all vehicles parked on the pavement, and if they were required to attend again, all vehicles causing an obstruction will be issued with fixed penalty notices. There had also been action taken against cars parked on the road causing an obstruction.</p> <p><b>Trees</b></p> <p>Consider and agree short and long term maintenance requirements for trees in the parish. It was agreed that quotes for work on trees near the bridge should be sought in the first instance as this work was urgent. SB to provide specification.</p>																	
<b>9</b>	<p><b>FINANCIAL MATTERS:</b></p> <p><b>9.1 To approve the following payments and two signatories for cheques:</b></p> <p>RESOLVED: It was proposed and unanimously agreed to approve the following payments, and for TC and PS to sign cheques.</p> <table border="1"> <tr> <td>Salaries</td> <td>July 2017</td> <td>£517.79</td> </tr> <tr> <td>Postage telephone and mileage</td> <td>July 2017</td> <td>£23.09</td> </tr> <tr> <td>Nest Pensions Direct Debit</td> <td>Direct debit payment</td> <td>£27.54</td> </tr> <tr> <td>Centrewire</td> <td>Eastmoor seat (bus stop)</td> <td>£153.60</td> </tr> <tr> <td>KM Dike Nurseries</td> <td>Playing field and Cemetery Maintenance</td> <td>£1,163.40</td> </tr> </table>			Salaries	July 2017	£517.79	Postage telephone and mileage	July 2017	£23.09	Nest Pensions Direct Debit	Direct debit payment	£27.54	Centrewire	Eastmoor seat (bus stop)	£153.60	KM Dike Nurseries	Playing field and Cemetery Maintenance	£1,163.40
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9.2	<p>To note the following receipts Bank interest - £0.59 VAT refund £204.57</p>																																																																																												
9.3	<p><b>Other finance matters</b> <b>To approve the cash book and bank account reconciliation for July</b> Resolved: It was proposed and unanimously agreed to approve the cashbook and bank account reconciliation from June 29<sup>th</sup> July 27<sup>th</sup> as set out below</p>																																																																																												
9.3.1	<table border="1"> <thead> <tr> <th colspan="4">Receipts &amp; Payments June 29th - July 27 th 2017</th> </tr> </thead> <tbody> <tr> <td></td> <td>Balance 29/06/217</td> <td></td> <td style="background-color: yellow;">£ 72,579.05</td> </tr> <tr> <td colspan="4"><b>RECEIPTS</b></td> </tr> <tr> <td></td> <td>Bank interest 30/06/17</td> <td></td> <td>£ 0.59</td> </tr> <tr> <td></td> <td>VAT refund 12/07/17</td> <td></td> <td>£ 204.57</td> </tr> <tr> <td><b>Total Receipts</b></td> <td></td> <td></td> <td style="background-color: yellow;">£ 205.16</td> </tr> <tr> <td colspan="4"><b>PAYMENTS</b></td> </tr> <tr> <td></td> <td><b>29/06/2017</b> Salaries</td> <td></td> <td>£ 517.79</td> </tr> <tr> <td></td> <td>Nest</td> <td></td> <td>£ 27.54</td> </tr> <tr> <td></td> <td>Mileage, postage,stationery</td> <td></td> <td>£ 17.41</td> </tr> <tr> <td></td> <td>Printer ink reimburse J Lydon</td> <td></td> <td>£ 24.99</td> </tr> <tr> <td></td> <td>Mobile phone top up</td> <td></td> <td>£ 10.00</td> </tr> <tr> <td></td> <td>Total Payments</td> <td></td> <td>£ 597.73</td> </tr> <tr> <td><b>BALANCE</b></td> <td></td> <td></td> <td style="background-color: yellow;">£ 72,186.48</td> </tr> <tr> <td colspan="4"><b>BANK ACCOUNT STATEMENTS</b></td> </tr> <tr> <td><b>Current Account</b></td> <td></td> <td>£ 100.00</td> <td></td> </tr> <tr> <td>Business Account</td> <td></td> <td>£ 44,900.60</td> <td></td> </tr> <tr> <td>Business Reserve Account</td> <td></td> <td>£ 26,981.31</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td><b>TOTAL BANK ACCOUNTS</b></td> <td></td> <td>£ 71,981.91</td> <td style="background-color: yellow;">£ 71,981.91</td> </tr> <tr> <td><b>Add outstanding lodgements</b></td> <td></td> <td>£ 204.57</td> <td></td> </tr> <tr> <td><b>Less outstanding cheques</b></td> <td></td> <td></td> <td></td> </tr> <tr> <td><b>Balance</b></td> <td></td> <td></td> <td style="background-color: yellow;">£ 72,186.48</td> </tr> </tbody> </table> <p><b>To consider ytd budget expenditure.</b> YTD budget expenditure was circulated and checked by Councillors <b>Audit Update.</b> The clerk reported that she had received the notice of conclusion of audit, she had displayed the notice on the website as was required by the regulations. A hard copy of the notice of conclusion of audit would also be placed on the noticeboard.</p>	Receipts & Payments June 29th - July 27 th 2017					Balance 29/06/217		£ 72,579.05	<b>RECEIPTS</b>					Bank interest 30/06/17		£ 0.59		VAT refund 12/07/17		£ 204.57	<b>Total Receipts</b>			£ 205.16	<b>PAYMENTS</b>					<b>29/06/2017</b> Salaries		£ 517.79		Nest		£ 27.54		Mileage, postage,stationery		£ 17.41		Printer ink reimburse J Lydon		£ 24.99		Mobile phone top up		£ 10.00		Total Payments		£ 597.73	<b>BALANCE</b>			£ 72,186.48	<b>BANK ACCOUNT STATEMENTS</b>				<b>Current Account</b>		£ 100.00		Business Account		£ 44,900.60		Business Reserve Account		£ 26,981.31						<b>TOTAL BANK ACCOUNTS</b>		£ 71,981.91	£ 71,981.91	<b>Add outstanding lodgements</b>		£ 204.57		<b>Less outstanding cheques</b>				<b>Balance</b>			£ 72,186.48
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11	<p><b>LIST OF ITEMS DISTRIBUTED AND AVAILABLE SINCE LAST MEETING:</b> Rural Services Network News Bulletins; CCS consultancy newsletter; CCS Job Opportunity at Spark; Community Led Housing events information; St Margaret's Hospice volunteer newsletter; SCC Press release Parents Encouraged To Apply For Up To 30 Hours Funded Childcare; SWP Briefing; Clerks and Councils direct circular.</p>																																																																																												
12	<p><b>Challenge to development at up Mudford</b> Resolved: It was proposed 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. (legal advice) Planning Application 14/02554/OUT. Receive update on legal / professional advice and consider any actions arising. An update was provided.</p>																																																																																												
13	<p><b>NEXT SCHEDULED PARISH COUNCIL MEETINGS:</b> August 31<sup>st</sup> 2017. Further meetings will be called as necessary. August 31 was a change to the original meeting schedule date.</p>																																																																																												

