

MUDFORD PARISH COUNCIL

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MINUTES OF A MEETING OF THE ABOVE NAMED PARISH COUNCIL Held on Thursday 29 June 2017 at Mudford Village Hall at 7pm

PUBLIC SESSION

- Parking. Issues with parking on the pavement as raised at the previous meeting were reported again. It was noted that this had been reported to the police following the previous meeting.
- Query about the position with the garage. It was noted that this was on the market again.
- Query re West Farm Appeal and when the Planning Inspector was due to make a site visit. It was noted that a new date had been requested by the agent but this had not been set.
- Concern about soil on the riverbank, the ground level being raised, and the impact of this on flood risk. Residents were advised to raise with the EA.
- Road resurfacing had caused some issues - gravel on the pavement and in drains, road level now higher than dropped kerb. This would be passed to Highways.
- Request for mini roundabout on Main Street. This would be passed to Highways.
- HGVs were regularly using the A359 through the village in spite of the weight restriction. T Capozzoli noted the success of the Ilchester lorry watch scheme. Residents were encouraged to report heavy lorries.
- Query about why the Maple tree had recently been removed. It was noted that it had been too large with potential to cause damage.

1	<p>Attendance and to receive any apologies for absence and to consider acceptance of the reasons. Present: Stephen Bartlett (SB), Tony Cavalier (TC) June Lydon (JL) Phil Sargent (PS) Nick Lanigan (NL) Geraldine Mabey (GM) In attendance: Tony Capozzoli (District Councillor) Mike Lewis (County Councillor) Sue Graham (Clerk) Jean Jones (Village Hall Committee) 3 members of the public. Apologies were received and accepted from Diane Vaughan.</p>				
2	<p>Declarations of Interests. There were no declarations.</p>				
3	<p>Reports. To hear reports from: County and District Councillors. Mike Lewis had nothing to report but invited questions.</p> <ul style="list-style-type: none">• SB asked about tidying up after the resurfacing and resulting loose gravel on the roads and pavements and drains filling with gravel. Mike Lewis would raise this. <p>Tony Capozzoli reported the following</p> <ul style="list-style-type: none">• He would be involved in a meeting with Wyndham Park residents regarding problems with the bus route through the housing estate.• The Westlands open day event had been a great success. <p>Police. There was no report.</p> <p>Village Hall Committee. Jean Jones reported the following:</p> <ul style="list-style-type: none">• The village hall committee and café team had held a Great Get Together Event in memory of Jo Cox. Tony Capozzoli was thanked for his support. The event had raised £110 for the Jo Cox foundation.• The AGM would be held on Thursday Aug 10th AGM 7.30pm. All were welcome to attend including prospective new committee members. Tony Capozzoli and James Divall would be attending the AGM at which car park lighting and extension would be discussed.• Fish and Chip quiz night would be held on 21 July. <p>Parish Environment Warden. There was nothing to report. Clerk. There was nothing to report</p>				
4	<p>To approve as a correct record the minutes of the Parish Council Meeting held on 25 May 2017 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.</p> <table border="1"><thead><tr><th>Ref</th><th>Detail</th></tr></thead><tbody><tr><td>17/02426/S19</td><td>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. SB explained the plans. Comments were invited No objections. Resolved. It was proposed and unanimously agreed to recommend approval.</td></tr></tbody></table>	Ref	Detail	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. SB explained the plans. Comments were invited No objections. Resolved. It was proposed and unanimously agreed to recommend approval .
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6	<p>To receive the following determination of planning notices: The following notices were read out:</p>				

	17/01460/LBC	Various internal and external alterations to include the insertion of roof light. (part implemented) West Farm, West Mudford Road, Mudford.	Grant consent with conditions
	17/01995/S73A	Application to vary condition No 02 (approved plans) of 16/04571/FUL to vary roof design of dormer windows. 15 Primrose Lane, Mudford.	Grant permission with conditions

7 Other planning matters
West Farm Appeal
 Receive notification from Planning Officer that Inspector will visit West Farm. It was noted that the original date had been extended and confirmation of a new date was awaited.
 Receive notice of returned documents received following appeal deadline. Additional information (photographs) relating to the PC original comments had been submitted after the appeal deadline, the clerk reported that this had been returned by the Inspectorate.

8 Council Matters
Cemetery

- Cemetery Warden's Update. Phil Sargent had nothing to report
- Topple Test - Cemetery Headstones Risk Assessment. P Sargent reported that these were regularly checked and loose stones had been addressed.
- Headstone – agree additional inscription – Nigel Richards (retrospective.) This had been reported at the previous meeting. The memorial had been removed and inscription added prior to approval being granted, this was an oversight on the part of the stone mason. This had been retrospectively agreed by the clerk.

Playing Field and Play area

- To receive playing field inspection reports from the relevant councillor and agree any actions arising. NL reported that he had completed the inspections, there had been a significant increase in litter, including under the bridge. There were issues with weeds coming up through the tarmac. The clerk would ask the grounds maintenance contractor to deal with this. There had been some damage to the young trees around the play area.
- Playing Field Maintenance – Bradfords account, update. NL confirmed that an account was in the process of being opened.
- Play area re-tarmacking – consider completing this work and applying for grant from Playing Fields Legacy Fund. Resolved: It was proposed and unanimously agreed to apply to the playing fields legacy fund for 50% of the cost of tarmacking.

Highways and Parish Paths
 To receive reports regarding highways and agree any actions arising.

- Maintenance of willow trees on the verge - SB was investigating this and would seek the quotes. It was hoped that this could be completed during the autumn / winter.
- Notice of road closure of Sherborne Road for 8 days from 25 July received. The diversion would run along the A359.
- Parking on pavement. The clerk had reported this to the police but it was ongoing. The clerk would report again and was also asked to write to the pub about parking on pavement noting the danger to pedestrians and impact on visibility for cars exiting driveways.
- Zebra crossing maintenance. The zebra crossing paint was fading and needed to be re-done, it was assumed that this would be carried out following the resurfacing.
- Lawrence Weir (Footpath warden) would be meeting with SB on Tuesday for a briefing on Parish Paths. PS and NL would also attend.
- Receive speed sign data. The data had been circulated in advance of the meeting. The clerk was asked to include the data in the minutes and on the website.

Bottom Of Hill Data

Traffic Report From	4/26/2017 11:30:00 AM through 6/29/2017 11:10:00 AM		
85th Percentile Speed	34.5	mph	
85th Percentile Vehicles	302,991	counts	
Max Speed	75.0	mph on 4/28/2017 9:00:00 AM	
Total Vehicles	356,460	count	
AADT:	5,571		
Volumes - weekly vehicle counts			
	Time	5 Day	7 Day
Average Daily		5,961	5,471
AM peak	7:00 to 8:00	472	410
PM peak	4:00 to 5:00	578	488
Speed			
Speed limit:		35	mph
85th Percentile Speed:		34.5	mph
Average Speed:		29.0	mph

Top of Hill Data

Traffic Report From	4/26/2017 11:40:00 AM through 6/29/2017 11:25:00 AM		
85th Percentile Speed	36.2	mph	
85th Percentile Vehicles	269,360	counts	
Max Speed	80.0 mph on 5/13/2017 7:20:00 AM		
Total Vehicles	316,894	count	
AADT:	4,952		
Volumes - weekly vehicle counts			
	Time	5 Day	7 Day
Average Daily		5,239	4,866
AM peak	7:00 to 8:00	399	331
PM peak	4:00 to 5:00	462	419
Speed			
Speed limit:		35	mph
85th Percentile Speed:		36.2	mph
Average Speed:		30.2	mph

9 FINANCIAL MATTERS:

9.1 12.1 To approve the cash book and bank account reconciliation for May

Resolved: It was proposed and unanimously agreed to approve the cashbook and bank account reconciliation from May 25th – June 27th as set out below

Receipts & Payments since May 25th 2017			
	Balance 25/05/17		£ 73681.73
RECEIPTS June			
	interest	£ 0.67	
	Memorial fee	£ 30.00	
	precept		
Total Receipts			£ 30.67
PAYMENTS			
	25/05/2017	Salaries	£ 515.19
		Nest	£ 27.54
		Mileage, postage, stationery	£ 38.05
		Insurance	£ 494.98
		Internal Audit	£ 54.99
		Total Payments	£ 1133.35
BALANCE			£ 72,579.05
BANK ACCOUNT STATEMENTS			
Current Account		£ 100.00	
Business Account		£ 45497.96	
Business Reserve Account		£ 26,981.09	
TOTAL BANK ACCOUNTS		£	£ 72,579.05
Add outstanding lodgements			
Less outstanding cheques			
Balance			£ 72,579.05

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

To approve the following payments and two signatories for cheques. RESOLVED: It was proposed and unanimously agreed to approve the following payments, and for TC and PS to sign cheques.

Salaries	June 2017	£517.79
Postage telephone and mileage	June 2017	£17.41
Nest Pensions Direct Debit	Direct debit payment	£27.54
J Lydon	Reimburse printer ink	£24.99
S Graham	Reimburse mobile phone top up	£10.00

9.2 To note the following receipts. The following receipts were noted:

Headstone – additional inscription - £30.00

Bank interest - £0.67

9.3 Other finance matters

9.3.1 Audit Update. The clerk reported that the audit paperwork had been sent to the external auditors, and the annual return and accounts had been published according to the regulations. The period for the exercise of public rights had been advertised and would run for the first 14 days of July. Relevant notices had been displayed online and on the noticeboard.

9.3.2 Receive confirmation that pensions declaration complete. The Pensions Regulator required a declaration to be made regarding the pensions arrangements in place. The clerk confirmed that this had been done within deadline.

10 Correspondence. Consider the following correspondence and agree any actions arising.

	From	Subject	
	Somerset County Council	Fingerpost signs refurbishment training for volunteers	There were no volunteers
	SSDC	Playing Pitch strategy consultation	PS and GM had met and considered the strategy and GM would be responding to the consultation.
	M Wilson	Response to PC letter regarding hedge	The letter was received. It was noted that the hedge had been trimmed.
11	LIST OF ITEMS DISTRIBUTED AND AVAILABLE SINCE LAST MEETING: Rural Services Network News Bulletins; Somerset Waste Partnership Newsletter; Somerset Community Foundation newsletter; roadshows – parents of children with SEN; SSDC Health and Wellbeing news; Proposal to connect with green infrastructure; Avon and Somerset Police PCC newsletter; Village agent newsletter; CPRE Somerset Voice newsletter; Merchant Navy Day publicity; Letter from Alyn Jones re Highways consultation planning applications 16/03738 and 16/05094; From Battens Solicitors – John Nowes Exhibition Foundation; LCR periodical; Community forum meeting invitation; Yeovil hospital Charity Events.		
12	Challenge to development at up Mudford To resolve to exclude the press and public 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> (legal advice) Planning Application 14/02554/OUT. Receive update on legal / professional advice and consider any actions arising. There was nothing to report.		
13	NEXT SCHEDULED PARISH COUNCIL MEETINGS: July 27 th 2017. Further meetings will be called as necessary.		