

# MUDFORD PARISH COUNCIL

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## MINUTES OF A MEETING OF THE PARISH COUNCIL held on Thursday 28 June 2018 at Mudford Village Hall at 7pm

### PUBLIC SESSION

The following was reported:

Tor View Close. Refuse collection query from residents. The clerk had contacted SWP but had not had confirmation that this would be addressed. This would be followed up.

Tor View Close. Report from residents that some SORN cars were being parked on the Close. This had been reported to the police. The clerk was also asked to make the police aware.

1	<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) Nick Lanigan (NL) Geraldine Mabey (GM) Kay Mackenzie (KM) In attendance: Mike Lewis (County Councillor) Sue Graham (Clerk) Jean Jones 7 members of the public. Resolved: It was proposed and unanimously agreed to accept apologies from Phil Sargent, June Lydon, and Tony Capozzoli (District Councillor)</p>				
2	<p><b>Declarations of Interests.</b> Kay Mackenzie declared an interest in item 5 - 18/01767/COL . Application for lawful development certificate for the existing use 'Parking on land and servicing with a building of an HGV lorry operating in general haulage, alongside uses specified in LDC ref: 16/03580/COL dated 21 October 2016. West Farm, West Mudford Road, Mudford. Stephen Bartlett declared an interest in item 5 18/01650/FUL Conversion and change of use of garage outbuilding to provide a holiday let unit, Green Close Farm, Hinton Road, Mudford.</p>				
3	<p><b>Reports.</b> To hear reports from: <b>County Councillor:</b> <b>Mike Lewis reported the following:</b></p> <ul style="list-style-type: none"><li>• Traffic and speed on the A359 - follow up: He had asked the Traffic Engineers to implement enforcement of existing rules i.e. measures to slow traffic and the existing 2002 approved HGV Management Plan. SB asked about how the weight of vehicles would be policed. ML reported that the Traffic Engineers needed to liaise with the police. He was concerned about the impact on the A359 with the dualling of the A303. CCTV had been implemented for Hinkley Point traffic and he would like to see something similar for the A303.</li><li>• SCC finances were pressured, the Council was looking into a PWLB loan to purchase property / businesses to bring in interest, it was hoped that this would offset the loss of grants.</li></ul> <p><b>Police.</b> The police were not present <b>Village Hall Committee.</b> Jean Jones reported the following:</p> <ul style="list-style-type: none"><li>• A Midsummer lunch would take place on 5 July.</li><li>• The AGM was scheduled for Friday August 17<sup>th</sup>.</li></ul> <p><b>Parish Environment Warden.</b> Geraldine Mabey noted that a small amount of rubbish and fly tipping had been reported. <b>Clerk.</b> The clerk had nothing to report.</p>				
4	<p><b>To approve as a correct record the minutes of the Parish Council Meeting held on 31 May 2018.</b> RESOLVED: It was proposed and unanimously agreed to approve the minutes of the meeting held.</p>				
5	<p><b>To consider the following planning applications and make recommendations to the planning officer</b></p> <table border="1"><thead><tr><th>Ref</th><th>Detail</th></tr></thead><tbody><tr><td>18/01767/COL</td><td><p>Application for lawful development certificate for the existing use 'Parking on land and servicing with a building of an HGV lorry operating in general haulage, alongside uses specified in LDC ref: 16/03580/COL dated 21 October 2016. West Farm, West Mudford Road, Mudford Observations were made as follows: Additional information had been received and published on the SSDC website on 27<sup>th</sup> June. Councillors noted the need to see evidence of the original agreement / permission and to see sworn declarations. The applicant indicated that there were more declarations due to be submitted to SSDC in the near future, and that he had a copy of a 1993 agreement allowing for five lorries to operate from the site. Councillors asked for further information from the applicant about why this evidence had not been submitted with the previous change of use application. The applicant noted that it had not been apparent that this was required at the time and he was now looking to prove original operations at the site. It was proposed and unanimously agreed to defer consideration of this application to a future meeting when all evidence was available. Councillors expressed concern that this application appeared to be delaying enforcement action. Discussion took place about the significance of the new application and whether enforcement should have taken place regardless. After considerable discussion it was proposed and unanimously</p></td></tr></tbody></table>	Ref	Detail	18/01767/COL	<p>Application for lawful development certificate for the existing use 'Parking on land and servicing with a building of an HGV lorry operating in general haulage, alongside uses specified in LDC ref: 16/03580/COL dated 21 October 2016. West Farm, West Mudford Road, Mudford Observations were made as follows: Additional information had been received and published on the SSDC website on 27<sup>th</sup> June. Councillors noted the need to see evidence of the original agreement / permission and to see sworn declarations. The applicant indicated that there were more declarations due to be submitted to SSDC in the near future, and that he had a copy of a 1993 agreement allowing for five lorries to operate from the site. Councillors asked for further information from the applicant about why this evidence had not been submitted with the previous change of use application. The applicant noted that it had not been apparent that this was required at the time and he was now looking to prove original operations at the site. It was proposed and unanimously agreed to defer consideration of this application to a future meeting when all evidence was available. Councillors expressed concern that this application appeared to be delaying enforcement action. Discussion took place about the significance of the new application and whether enforcement should have taken place regardless. After considerable discussion it was proposed and unanimously</p>
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		agreed to take legal advice about pursuing enforcement. Budget line: Legal challenge. TC drew the council's attention to a document on the SSDC website from the Office of the Traffic Commissioner. This indicated that if planning permission was not in place at the site then this could impact on the use of the premises as an operating centre. The council discussed whether it was appropriate to write to the office of the traffic commissioner to advise of the current position. A decision was not taken on this matter.
	18/01366/FUL	Erection of single storey extension to dwelling. Broadview Farm, Mudford Hill, Mudford The plans were explained (following clarification with the applicant), observations were invited and comments made as follows: <ul style="list-style-type: none"> <li>• Additional two bedrooms and a bathroom to be added to property, increasing the size by a third.</li> <li>• Materials in keeping with existing.</li> </ul> Resolved: It was proposed and unanimously agreed to recommend approval.
	18/01650/FUL	Conversion and change of use of garage outbuilding to provide a holiday let unit, Green Close Farm, Hinton Road, Mudford The plans were explained, observations were invited and comments made as follows: <ul style="list-style-type: none"> <li>• Unclear where the access is</li> <li>• Access onto Highway is a concern with more vehicles exiting onto the lane.</li> <li>• Support the principle, good for business.</li> <li>• Public footpath runs past the premises. Bedroom windows will open onto public right of way - this needs to be considered.</li> <li>• Concern about sewage arrangements – existing tank is beyond capacity as it was originally built for 3 bedroom cottage, it now serves 3-4 bed house and 1 bed cottage. This would suggest that the current system beyond capacity.</li> <li>• There is insufficient headroom in current lean to</li> <li>• Concern about whether existing building would have had damp course.</li> </ul> Resolved: It was proposed and unanimously agreed to recommend <b>approval</b> providing the above points are addressed.
<b>6</b>	<b>To receive the following determination of planning notices:</b> There were no determinations to report.	
<b>7</b>	<b>Other planning matters.</b> The clerk noted advice of appeal receipt for application 17/04632/OUT. Land East Of Hales Meadow Mudford. Outline application for Self-Build and Custom Housebuilding. The council had submitted comments at the time of the original application. It was noted that these would be available for the planning inspector.	
<b>8</b>	<b>Council Matters</b> <b>Cemetery</b> <ul style="list-style-type: none"> <li>• Cemetery headstones risk assessment. The caretaker had reported some movement, possibly due to the hot weather. He would monitor closely.</li> <li>• New windows had been installed. Two issues were reported to them on inspection and these would be rectified by the fitters. The new windows were not the dummy sash design as previously fitted. The white interior frames and not the original black were attractive and brightened the inside.</li> </ul> <b>Playing Field and Play area</b> To receive playing field inspection reports from the relevant councillor and agree any actions arising. Phil Sargent had provided a report as follows: <ul style="list-style-type: none"> <li>• Minor problems had been addressed: the gate hinge had been repaired; the swings' pivot points lubricated for free movement and to prevent wear on chains. It was noted that the wobble log had seized and no longer moved, this was not an issue as it was still effective as a beam.</li> <li>• A report had been received from a Parishioner of possible wildlife being shot. SB noted that he had witnessed foxes in the field.</li> <li>• There were rabbit holes around the edge of the field – all councillors were asked to monitor this for future inspections. The clerk would prepare a laminated warning sign for the gate.</li> <li>• Trees. These needed to be addressed before they grew too large. SB would look at the trees.</li> <li>• Two parishioners had asked if a seat could be provided in the shade under one of the trees near the bungalows. This request was considered. The council felt that under a tree was not necessarily an appropriate location, however this would be considered in the future if a bench was being replaced.</li> </ul> Playing field development – next steps. The clerk reported that she had taken advice from SALC and the financial regulations (reg number 11.1.a.ii) allowed the council to use a specialist consultant to project manage the design and purchase of new play equipment. A specification to include type of equipment required and health and safety regulations / British Standards would need to be drawn up. Resolved: It was resolved and unanimously approved to brief Michael Carter about the results of the consultation and ask him to design a choice of schemes, with quotes from at least three suppliers and quotes to include making good the tarmacked area. Budget of £15,000 (play area development fund) to include his fee.	

**Highways and Parish Paths.** To receive reports regarding highways and agree any actions arising  
Tractor tyres in a gateway had been reported at a previous meeting. The owner of the property explained that the tyres were placed there to prevent his drive entrance from being used as a lay-by. The intention was to fill them with soil and plant flowers in them. It was reported that these had been checked and they were sufficiently far back from the road, (1.4m) and not affecting visibility.

Hales Meadow walkway maintenance. This had been reported to Highways and would be inspected. It was the responsibility of householders to maintain shrubs overhanging public pavements. The clerk had written to some householders to ask them to cut back shrubs / weeds. The clerk was asked to also write to Yarlinton to ask for the brambles to be removed.

Feedback from residents of Trinity. The clerk had received a phonecall after a letter requesting for the hedge to be cut had been received. The owners would be trimming in the near future. SB would visit the occupants about ongoing issues.

Speed on A359 - feedback from Mike Lewis. This was discussed under County Councillor's report above. The clerk was asked to write to Andy Marsh about speed weight and volume of traffic on the A359.

RCNSS9941 - Temporary road closure - St Michaels Avenue, Yeovil. This notice was received.

9

**FINANCIAL MATTERS:**

**To approve the following payments and two signatories for cheques.** RESOLVED: It was proposed and unanimously agreed to approve the following payments, TC and NL to sign cheques (TC did not sign his own cheque)

Salaries	June 2018	£524.91
Nest Pension	June 2018	£28.10
Postage telephone and mileage	June 2018	£28.24
Broxap	Cemetery bin	£203.94
T Cavalier	Mileage (meeting and training)	£26.19
Parish Magazine Printing	June Newsletter	£41.50
PS Services	Cemetery caretaker	£24.00

**Other finance matters**

To approve the cash book and bank account reconciliation for 31 May - 28 June 2018.

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

Receipts & Payments May 31 - June 28th 2018			
	Balance 26/04/18		£ 82,273.97
<b>RECEIPTS</b>			
	Bank interest		£ 1.15
	Bank interest		£ 2.36
	burial fee		£ 200.00
	Donation		£ 50.00
	<b>Total Receipts</b>		£ 253.51
<b>PAYMENTS</b>			
	<b>31/05/2018</b>		
	clerks salary May 2018		£ 535.07
	Clerks pension May 2018 direct debit		£ 28.67
	Reimburse postage mileage, stationery		£ 31.71
	Reimburse cost of pizza for youth visit		£ 45.26
	Annual affiliation		£ 191.12
	Reimburse clerk, play area consultation photos		£ 8.67
	Printer ink		£ 76.51
	reimburse printer ink		£ 12.35
	Internal audit		£ 67.50
	Insurance renewal		£ 514.26
	Cemetery caretaker		£ 105.90
	Mileage		£ 9.90
	<b>Total Payments</b>		£ 1,626.92
	<b>BALANCE</b>		£ 80,900.56
<b>BANK ACCOUNT STATEMENTS</b>			
	<b>Current Account</b>		£ 300.00
	Business Account		£ 53,560.69
	Business Reserve Account		£ 26,989.87
	<b>TOTAL BANK ACCOUNTS</b>		£ 80,850.56
	<b>Add outstanding lodgements</b>		£ 50.00
	<b>Less outstanding payments</b>		
	<b>Balance</b>		£ 80,900.56

To consider ytd budget expenditure. YTD budget expenditure was circulated and checked by Councillors  
Consider grant request from Citizens Advice South Somerset. It was acknowledged that this was a good cause and that it was likely to benefit residents of Mudford. Resolved: It was proposed and unanimously agreed to make a grant of £100. (Section 137. Grant budget)

<b>10</b>	<b>Youth Provision.</b> Update. The offer of a trip to the youth event in Yeovil in August had been advertised in the newsletter. To date there had been no responses. The Parish Council felt that it had been proactive in trying to engage with the young people in the village but the response had been disappointing. Councillors were unwilling to invest further at this stage.
<b>11</b>	<b>Village hall car park.</b> Update. A letter had been sent to the Half Moon pub to request cooperation with regard to car parking. A response had been received and this had been passed to the village hall.
<b>12</b>	<b>Correspondence.</b> Consider the following correspondence and agree any actions arising: Somerset County Council: Silhouettes in Somerset to mark World War One centenary. The Council did not wish to purchase these, concerns were raised about vandalism and the lack of a suitable location.
<b>13</b>	<b>LIST OF ITEMS DISTRIBUTED AND AVAILABLE SINCE LAST MEETING:</b> Rural Services Network News Bulletins; SWP newsletter; Flood warden newsletter; responding to planning applications – SALC training event; SALC request for information: replacement Sports Pavilion / HGVs using inappropriate roads; Have your say on improving lives consultation; NALC Newsletter; SSDC - alternative arrangements for contacting planning officers; Final edition of Area East Bulletin
<b>14</b>	<b>Items for village newsletter.</b> Next edition -September / October. Items to be sent to the clerk by mid-September
<b>15</b>	<b>Challenge to development at up Mudford</b> 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) It was agreed that it was not necessary to exclude the press and public. Planning Application 14/02554/OUT. Receive update on legal / professional advice and consider any actions arising. Recent activity on the proposed development site including digging was reported. It was believed that this was related to Anthrax testing. The clerk was asked to write to SSDC to request details of the work that is being / has been carried out, and specifically the areas that have been tested, to what depth and the number of samples taken.
<b>16</b>	<b>NEXT SCHEDULED PARISH COUNCIL MEETINGS:</b> Thursday July 26th. Further meetings will be called as necessary.