

MUDFORD PARISH COUNCIL

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MINUTES OF A MEETING OF THE PARISH COUNCIL – Thursday 27 October 2016 at Mudford Village Hall at 7pm

PUBLIC SESSION.

Members of the public present raised the following:

- Concerns about accidents between Mudford and Marston Magna on A359, and about the size of lorries on this road, e.g. Gunning’s lorry at the Marston Inn where it had been almost impossible to turn.
- Brick Bridge had been hit again, this time on the northern side, and damaged. Road narrowing signs before and either side of bridge were required.
- West Farm planning application had been refused. The vice chairman noted that a stop notice had been issued that afternoon. The applicant would have a right of appeal, it was not clear whether activities could continue pending an appeal.
- The applicants for planning application 16/04221/FUL Dropped kerbs and formation of driveways, 7 and 8 Hillview spoke about the planning application. This had been motivated by the lack of allocated parking for the two properties. Parking on the highway was dangerous, especially with children. Parked cars on the highway and the bus stop outside of the houses made it difficult for the bus and anything else to pull into the layby. This application would assist with the unsatisfactory situation at the bus stop. The planning officer had advised that a turning circle would be necessary, this would also avoid reversing on to the main road. The planning application proposed for the turning circle to be accommodated within the boundary of number 7 Hillview. This would be formalised via the property deeds if necessary.

760	1. Attendance and to receive any apologies for absence and to consider acceptance of the reasons. Present: Present: Stephen Bartlett SB (Chairman) Tony Cavalier TC (Vice Chairman) June Lydon JL, Geraldine Mabey GM, Phil Sargent PS, Nick Lanigan NL, Diane Vaughan DV In attendance: Tony Capozzoli (District Councillor.) Sue Graham (Clerk) approximately 10 members of the public. PC Stefan Edwards (Beat Manager) PCSO John Winfield. Apologies were received and accepted from Jean Jones (village hall committee)	Action				
761	2. Declarations of Interests. There were no declarations. A dispensation regarding the precept and legal challenge budget would be considered under item 9 Financial Matters.					
762	3. Reports. To hear reports from: District Councillors. T Capozzoli provided some advice about the speed cameras which would be considered under highways. This was a County Council matter and it was likely that M Lewis would be able to help. Police.					
763	TC asked for police view on operating haulage without a licence. PC Edwards reported that it was not necessarily a matter the police would prioritise, and it was difficult to enforce weight restrictions.					
764	Councillors asked for the police to comment on ongoing anti-social behaviour issues at the recreation ground. The PCSO shared the list of incidents reported to the police and stressed the need to report incidents via 101 - it was suggested that perhaps all incidents had not been reported. Councillors expressed frustration with the system and also reported that a single number had been allocated to a number of reports to save time when calling 101. Councillors reported that extent and frequency of deliberately broken glass, and how this had been purposely positioned to be dangerous. The police asked about whether there was a pattern (weekends/ evenings etc.) It was more problematic in fine weather. The police confirmed that patrols had been taking place on a regular basis and that covert cameras had been installed in the relatively recent past.					
765	TC asked for advice about the speed camera being reactivated. The PCSO reported that he would make enquiries about where enquiries should be directed. It was noted that the police motor cyclist and speed van were regularly visiting the village, and alternative traffic calming measures were discussed.					
766	Village Hall Committee. Jean Jones had sent apologies but reported that a Halloween Party was due to be held in village hall.					
767	Parish Environment Warden- The shrubs by the bus stop had not been cut back – clerk to query	SG				
768	Clerk - There was nothing to report					
769	4.To approve as a correct record the minutes of the Parish Council Meeting held on 29 September 2016 RESOLVED: It was proposed and unanimously agreed to approve the minutes as a true record of the meeting held.					
771	5. To consider the following planning applications and make recommendations to the planning officer:					
	<table border="1"> <thead> <tr> <th>Ref</th> <th>Detail</th> </tr> </thead> <tbody> <tr> <td>16/04221/FUL</td> <td>Dropped kerb and formation of driveways, 7 and 8 Hillview, Mudford. SB explained the application and noted the problems with traffic on the A359 through the village, and the effect of parked cars on the highway and around the allocated bus stop. Observations were made as follows:</td> </tr> </tbody> </table>	Ref	Detail	16/04221/FUL	Dropped kerb and formation of driveways, 7 and 8 Hillview, Mudford. SB explained the application and noted the problems with traffic on the A359 through the village, and the effect of parked cars on the highway and around the allocated bus stop. Observations were made as follows:	
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		<ul style="list-style-type: none"> The shared drive / turning points arrangement would be risky, and would need watertight legal agreement on deeds. There would be risks if reversing out of the drive This arrangement would make it easier for the bus to stop in its allocated place – dropped kerbs would restrict parking on the highway / around the bus stop The turning area identified on the plans seemed small – this would need to be sufficiently large to accommodate all sizes of vehicle. Structural concern with the amount of soil being removed from in front of the building, this would require a good supporting wall Concern that an adequate drainage system would need to be in place because of the proposed sloping driveway. Suggest yellow line where kerb is lowered Need to ensure completed to required standards, with approved contractors to comply with highways standards and building regs. <p>RESOLVED: It was proposed and unanimously agreed to recommend approval but with conditions to address concerns noted above.</p>		SG
772	6. To receive the following determination of planning notices: The following notices were read out:			
	16/02761/CPO	Importation of waste inert soils for ground re-modelling, landscaping and erection of 3 No. holiday-let cabins. Longcroft Farm, Stone Lane, Yeovil, BA21 4NU	Grant permission with conditions	
773	16/03738/FUL	Retention of enlarged site for use as vehicle haulage contractor's yard and retention of use of workshop for manufacture of concrete products and ancillary office space.	Refuse permission.	
774	7. Other planning matters	Receive correspondence from CPRE – Early Review of Local Plan. This correspondence from CPRE drew the PC's attention to a proposed review of the local plan- this would contain important information for parish and town councils on future housing needs and CIL. The PC was urged to participate in the consultation processes at the appropriate time.		
775	8. Council Matters			
	Cemetery			
776	• Cemetery Warden's Update. PS reported the following: A request had been received for a grave to be levelled. This would be looked at again after the winter months when the grave was likely to have sunk further.	PS		
777	• Topple Test - Cemetery Headstones Risk Assessment. Update - there was nothing further to report	PS		
	• Plaque for chapel – update. PS reported that he was looking at additional quotes for the plaques. An update would be provided at the next meeting.			
778	Playing Field and Play area			
	To receive playing field inspection reports from the relevant councillor and agree any actions arising.			
779	• The wobble log was now completely rotten and broken. The clerk reported that a quote had been sought for this work in the last financial year and it was likely to be around £600. The vice Chair and clerk had budgeted for the replacement of the log in the draft budget proposals under financial matters (item 9) below. It was proposed and unanimously agreed to replace the log. Action: Clerk to make arrangements. (Playing field maintenance budget)	SG		
780	• The bench needed to be replaced and bolted to the base. The clerk had sought quotes for this work, to date only one quote had been received – this was for £125. RESOLVED: It was proposed and unanimously agreed to accept the quote from KM Dike. (Playing field maintenance budget)	SG		
781	• Update on signs 'No glass.' The clerk had requested three quotes for a sign and had received two. The council considered the quotes and the sign design, pictorial representation – a bottle with a cross through it - as well as the 'no glass allowed' wording was considered appropriate. The clerk was asked to order two signs of the most competitive quote. Budget – playing field maintenance.	SG		
782	Highways and Parish Paths			
	To receive reports regarding highways and agree any actions arising.			
	PS reported that earlier in the week shale had been dropped on the road – from West Mudford Road and onto A359 – this had been cleared.			
	It was agreed that the following would be reported Highways:			
	<ul style="list-style-type: none"> Damage to other side of Brick Bridge Pot holes West Mudford Road Level of road raised in the middle near Manor Farm Up Mudford – due to heavy vehicle use Mudford Sock (between T junction and Ashington Wood) potholes 	SG		

- Sunken manhole outside village hall which had not yet been addressed.

783

Flashing Speed Signs – Update, and data collection report

The data had been downloaded and circulated. A summary was provided as follows:

TRAFFIC ANALYSIS REPORT – Speed Indicator Device, bottom of hill			
Report Generated:	19/10/2016 11:32		
Speed Intervals	5	mph	
Time Intervals	5	minutes	
Traffic Report From	8/16/2016 10:05:00 AM through 10/19/2016 9:40:00 AM		
85th Percentile Speed	35.3	mph	
85th Percentile Vehicles	223,451	count	s
Max Speed	85.0 mph on 9/18/2016 1:00:00 AM		
Total Vehicles	262,883	count	
AADT:	4,109		
Volumes - weekly vehicle counts			
	Time	5 Day	7 Day
Average Daily		4,374	4,039
AM peak	8:00 to 9:00	405	322
PM peak	5:00 to 6:00	421	356
Speed			
Speed limit:		35	mph
85th Percentile Speed:		35.3	mph
Average Speed:		29.8	mph

TRAFFIC ANALYSIS REPORT, Speed indicator device, top of hill			
Report Generated:	19/10/2016 11:28		
Speed Intervals	5	mph	
Time Intervals	5	minutes	
Traffic Report From	8/16/2016 10:05:00 AM through 10/19/2016 9:25:00 AM		
85th Percentile Speed	37.7	mph	
85th Percentile Vehicles	232,425	counts	
Max Speed	90.0 mph on 9/29/2016 4:35:00 AM		
Total Vehicles	273,441	count	
AADT:	4,274		
Volumes - weekly vehicle counts			
	Time	5 Day	7 Day
Average Daily		4,439	4,204
AM peak	8:00 to 9:00	302	252
PM peak	5:00 to 6:00	426	383
Speed			
Speed limit:		35	mph
85th Percentile Speed:		37.7	mph
Average Speed:		30.9	mph

- 784 • Speed Camera at Shop – Update and agree any actions arising. The clerk had queried the possibility of either 1. having the camera removed and reinstated elsewhere in the village, or 2. having the camera reactivated and it to remain located at the shop, together with the possibility of the PC taking responsibility for the working camera. D Grabham (SCC) had responded noting that it was unlikely that the camera would be removed and resited, and a detailed reply was awaited regarding whether the PC could take responsibility for a reactivated camera. Information was still required about the likely cost and viability of this proposal. Following discussions earlier during the meeting, the police would also be investigating responsibility and would report back to the clerk.
- Communication / Publicity**
- 785 • Noticeboards –update. The Parish Council noticeboard had been refurbished and resited as a freestanding noticeboard outside the shop in agreement with the shop owner. The PC asked the clerk to pass on its thanks to J Carey for this work.

786 **9. FINANCIAL MATTERS:**

• To approve the cash book and bank account reconciliation for September –October. **RESOLVED:** It was proposed and unanimously agreed to approve the cashbook as set out below:

MUDFORD PARISH COUNCIL 27 October 2016			
Receipts & Payments since September 2016			
	Balance 29/09/16		£ 54,754.52
RECEIPTS			
	VAT refund		£ 976.40
	Bank Interest September		£ 2.27
Total Receipts			£ 978.67
PAYMENTS			
	29/09/2016 Salaries		£ 520.86
	HMRC		£ 4.40
	Postage telephone mileage		£ 53.04
	Burrows Hutchinson Professional Advice		£ 1,320.00
	Councillors expenses		£ 25.10
	Play area inspection		£ 94.20
	Total Payments		£ 2,017.60
BALANCE			£ 53,715.59
BANK ACCOUNT STATEMENTS			
Current Account			£ 100.00
	Business Account	£ 26,637.43	
	Business Reserve Account	£ 26,978.16	
TOTAL BANK ACCOUNTS		£ 53,715.59	£ 53,715.59
Add outstanding lodgements			
Less outstanding cheques			
Balance			£ 53,715.59

- 787 • To consider ytd budget expenditure. YTD budget expenditure was circulated and checked by Councillors
- 788 • To approve the following accounts for payment and two signatories for cheques. **RESOLVED:** It was proposed and unanimously agreed to approve the following payments, TC and PS to sign cheques.

Salaries	September 2016	£521.06
HMRC	Tax and NICs	£4.20
Postage, mileage	September - October 2016	£43.48
Vision ICT	Website Fee	104.40
KM Dike	Cemetery and Playing field maintenance	1037.40

- 789 • **To note the following receipts.** The following receipts were noted:
- | Description | Amount |
|---------------|---------|
| VAT repayment | £976.40 |
| Bank Interest | £2.27 |

790 **Other finance matters**
 Update dispensation for consideration of Precept 2017-18. **RESOLVED:** It was proposed and unanimously received to request a dispensation for the purpose of considering the budget / precept and for decision regarding legal challenge expenditure. 1st 2nd. This was agreed by the clerk
 Budget for 2017-18.

791 **Consider initial draft budget 2017-18** - The clerk noted that it would be possible to agree the figures in principle only as final grant figures relating to the Localisation of Council Tax Benefit had yet to be received from SSDC. It was likely that council tax benefit would reduce by approximately £1000 and this would need to be taken into account in budget. Final figures would be presented to the council when they had been received from SSDC.
 The Clerk and Vice Chairman had met prior to the meeting and had produced a draft budget. Discussion took place about budget lines, taking into account planned expenditure for the day to day running of the council, as well as contingencies, planned work / projects, and the legal challenge budget. Discussion took place about whether to reduce

792	<p>the amount allocated to reserves and reduce the budget, or whether to increase reserves and maintain the precept. Councillors agreed that with vandalism ongoing over the past year, together with likely cemetery maintenance work it would be sensible to increase the maintenance budgets and associated reserves. This could be achieved without increasing the precept. RESOLVED: It was proposed and unanimously agreed to agree the draft budget in principle, with an additional £3000 being carried forward to maintenance budgets. This would need to be refined and finalised once figures had been received from SSDC.</p> <p>Community Justice Partnership – grant request. A request for funding from the Community Justice partnership was read out. RESOLVED: It was proposed and unanimously agreed that this was a good cause and the likely benefit to the community would be commensurate with a donation of £50. Action: Clerk</p>	SG											
793	<p>10. Correspondence. Consider the following correspondence and agree any actions arising.</p>		SB										
794	<table border="1"> <thead> <tr> <th data-bbox="129 421 738 454">From</th> <th data-bbox="738 421 986 454">Subject</th> </tr> </thead> <tbody> <tr> <td data-bbox="129 454 738 745">Office of the traffic commissioner</td> <td data-bbox="738 454 986 745">Operator's licence complaint.</td> </tr> <tr> <td data-bbox="129 745 738 846">Came and Company Parish Council Insurance Circular</td> <td data-bbox="738 745 986 846">Insurance matters</td> </tr> <tr> <td data-bbox="129 846 738 1010">SSDC</td> <td data-bbox="738 846 986 1010">Historic Environment Strategy Consultation</td> </tr> <tr> <td data-bbox="129 1010 738 1400">SSDC</td> <td data-bbox="738 1010 986 1400">Removal of phone box - consultation</td> </tr> </tbody> </table>	From		Subject	Office of the traffic commissioner	Operator's licence complaint.	Came and Company Parish Council Insurance Circular	Insurance matters	SSDC	Historic Environment Strategy Consultation	SSDC	Removal of phone box - consultation	<p>The clerk reported that as requested at the previous meeting she had written to the OTC. A complaint about the same issues had also been submitted. Responses had been received which had been circulated amongst councillors. It was noted that a copy of the complaint would be forwarded to the licence holder.</p>
From	Subject												
Office of the traffic commissioner	Operator's licence complaint.												
Came and Company Parish Council Insurance Circular	Insurance matters												
SSDC	Historic Environment Strategy Consultation												
SSDC	Removal of phone box - consultation												
795		<p>This had been circulated amongst councillors and the clerk drew their attention to advice from the insurers</p>											
796		<p>RESOLVED: It was proposed and unanimously agreed that SB would make a comment on the medieval village, and the ridge and furrow system in the village.</p>											
797		<p>This was discussed. It was noted that the Council had argued previously for the phone box to remain and this view had not changed. It was noted that there had been 4 phone calls made from the box (possibly emergencies.) In addition the phone box was used as the village hall phone. The clerk was asked to respond to SSDC with the points above and reiterating the PC response at the time of the previous consultation.</p>	SG										
797	<p>11. LIST OF ITEMS DISTRIBUTED AND AVAILABLE SINCE LAST MEETING: Rural Services Network News Bulletins; Somerset Waste Partnership Newsletters; SSDC Health and Wellbeing Newsletter; Area East Committee agenda 14 October; SSDC Careline Annual Report; John Nowes Exhibition Foundation; A&S Police re use of 101; Somerset Community Foundation Newsletter; Voluntary sector forum meeting agenda; Pensioners information and advice fair; SSDC Community Forum; PCC Newsletter; Area East Bulletin; Rural Housing Action plan; Castle Cary Market House events; PCC newsletter; Countryside alliance – rural business Oscar nominations; Tree Guardian Update.</p>												
798	<p>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> Approve closed minutes of meetings held on 29 September 2016. RESOLVED: It was proposed and unanimously agreed to approve the minutes as a true record of the meeting held. Planning Application 14/02554/OUT. Receive outcome of examination hearing (Inspector's Report) and receive update on legal / professional advice and consider any actions arising, including relating to Community Infrastructure Levy and agree any actions arising. The CIL Hearing outcome had been received which upheld SSDC recommendation to impose a nil CIL charge. Next steps were discussed and agreed.</p>												
801	<p>13. NEXT SCHEDULED PARISH COUNCIL MEETINGS: Thursday November 24th 2016 – PS and GM apologies, 29th December. Further meetings will be called as necessary usually on the last Thursday of the month.</p>												