

# MUDFORD PARISH COUNCIL

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## MINUTES OF A MEETING OF MUDFORD PARISH COUNCIL – THURSDAY 30 July at Mudford Village Hall at 7 P.M.

Members are reminded that the Council has general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability) Crime & Disorder, Health & Safety and Human Rights

### PUBLIC SESSION

Trudy Dove (Flood Resilience Team, Environment Agency) and Geoffrey Mackett (Lead Emergency Planner SCC) attended to talk about flood risk, flood warning service, and the possibility of developing a community flood plan. The following areas were covered:

1. Role of Environment Agency and what can be offered to the community including:
  - Flood Warnings. Community and individuals can register to receive flood warnings via the EA website.
  - Communities can prepare for flooding by writing a flood plan - written by Parish Council, or a volunteer 'flood warden.'
  - Individuals can also have a flood plan. Templates for flood plans were available from EA.
2. CRISP - Community Resilience in Somerset Project (with representatives from SCC, D&S Fire and Rescue, A&S Constabulary, SW Ambulance, Voluntary Agencies – Rotary and Red Cross, County Highways, Somerset Rivers Authority, Somerset Community Foundation, Community Representatives) have funding available to support community flood plans e.g. hi vis jackets, lighting, sand bags, pumps. Funding had also been allocated to training for members of the community to act as flood wardens. Factsheets and an application form for this funding were provided.

SB explained the nature of flooding in Mudford, and how motorists exacerbated the problem, there was a need for better signage so that Motorists did not enter the village in spite of the road being closed. Geoffrey Mackett explained a scheme whereby trusted trained individuals in the community had the authority to close roads with the support of A&S Constabulary – this was operating in Queen Camel.

Councillors agreed that Mudford required its own set of road closed signs. It was also acknowledged that a flood plan was required and that a flood warden would be advantageous. Trudy Dove would send the flood plan template to the clerk and Geoffrey Mackett confirmed that Mudford would be added to the CRISP list as a community at risk. Councillors suggested that the flood warden role should be advertised in the Parish News.

Yvonne Rowlands reported that work on a Flood Plan had been completed on this in the past and a volunteer flood warden had come forward.

### Hales Meadow

The agent representing the owners of Hales Meadow attended the meeting. He reported that since the planning application refusal, discussions with SSDC had taken place with regard to designing a suitable scheme of development. He was now seeking the Parish Council view regarding a development – e.g. number and type of houses, provision of village amenities - extension of car park / flood equipment storage / recreation area.

Tony Capozzoli asked about the difference between this and the previous application. Mr Jacobs explained that the allocated area for development was now in only one area of the field. The previous application had extended to the far side of the field. A map was provided to show the area.

SB outlined the PC concerns with the previous application including issues associated with flooding, archaeology (existing ridge and furrow field,) ecology (fauna and flora mix,) and highways (access.) He drew Mr Jacobs' attention to the village plan - Mudford required starter homes as well as bungalows for older residents, but in an appropriate location. This location fell outside original development limits.

New rules regarding development limits, highways standards, and Government thinking behind self-build plots were outlined by Mr Jacobs.

In the absence of a proposal the PC was reluctant to comment.

M Lewis outlined proposed schemes in nearby villages whereby the Parish Council and community could be instrumental in ensuring local residents benefited from provision of affordable housing.

### Planning Application 15/03137/FUL

Residents of neighbouring properties noted their objections to the application including:

- They had not been formally consulted on the application
- The field between nearby properties and the proposed development acted as an amplifier as the wood prevented it from travelling on.
- Proposal for 11 kennels with potentially 22 dogs would lead to excessive noise ruining the peace and quiet of the area.
- The area was already well served by boarding kennels.
- Query whether this constitutes diversification

- Concern that this would destroy her letting business.
- Visibility from the road, lighting, and waste disposal had not been covered in the application
- Detrimental effect of dog noise on wildlife, including deer.
- Dog kennels will disturb existing peaceful area and create a noise nuisance, especially as resident's working hours require him to sleep during the day.
- Concern that this could move onto training of dogs
- Without noise limitations there could be continual noise.

#### PARISH COUNCIL MEETING

273	<p><b>1.Attendance and to receive any apologies for absence and to consider acceptance of the reasons.</b>  Present: Stephen Bartlett (SB) Tony Cavalier (TC) Lydia Gane (LG) June Lydon(JL) Phil Sargent (PS) Geraldine Mabey (GM)  In attendance: Mike Lewis (County Councillor) Tony Capozzoli (District Councillor) Gye Dibben (District Councillor) Sue Graham (clerk) 15 members of the public.  There were no apologies.</p>	Action
274	<p><b>2.Declarations of interest.</b> GM declared a personal interest in item 6. Planning. Application number 15/03137/FUL. Phil Sargent declared a personal and prejudicial interest in item 10 Council Matters – Cemetery, Cemetery Warden.</p>	
275	<p><b>3.Fill remaining vacancy by co-option.</b> There had been no applications. To be carried forward to the next meeting</p>	
276	<p><b>4To hear reports from:</b>  County Councillor. Mike Lewis reported the following:</p> <ul style="list-style-type: none"> <li>• A consultation event – ‘Listening Learning and Changing Programme’ – being held on 11 September Quedam Centre 9-5pm. This would be an opportunity to influence County Council expenditure in the face of budget cuts.</li> <li>• Somerset Rivers Authority was now established. A study had concluded that flooding had cost the county £147m</li> <li>• Superfast Broadband – The CDS website showed when individual communities were due to be enabled.</li> </ul>	
277	<p>District Councillors</p> <ul style="list-style-type: none"> <li>• Tony Capozzoli reported that he had supported the allocation of £4,000 towards the speed signs for the village.</li> <li>• Gye Dibben had nothing to report.</li> </ul>	
278	<p>Police – There was not a police representative present. There had been 2 car accidents in the village over the weekend. The police had declined to attend because no one had been hurt.</p>	
279	<p>Village Hall Committee. LG reported that she was liaising with the Village Hall Committee and investigating the possibility of having noticeboards made for the hall and the car park. Quotes would be available for consideration at a forthcoming meeting.</p>	LG
280	<p>Clerk: The clerk reported the following:</p> <ul style="list-style-type: none"> <li>• Clerk's Training - SALC: Setting up and managing a suitable IT environment. This SALC run course would cost approximately £62.50. This was agreed.</li> <li>• The SALC AGM would take place on 26 September, Councillors were asked to inform the clerk should they wish to attend.</li> <li>• TC would be attending the SALC Being a Successful Chairman training £25. This was agreed.</li> <li>• SSDC would be hosting a flood risk management event on 28 09 15 – volunteers were sought. TC would attend.</li> </ul>	Clerk  All TC TC
281	<p><b>5To approve as a correct record the minutes of the Parish Council Meetings held on 21 May 2015 and 2 July 2015</b>  RESOLVED: It was proposed and unanimously agreed to approve the minutes.</p>	
282	<p><b>6.To consider the following planning applications:</b>  <i>GM declared a personal interest and did not take part in the discussion or vote.</i>  <b>15/03137/FUL Erection of Dog Boarding Kennels with office / feed room. Woodside Farm, Ashington Lane, Limington</b>  It was noted that 19 letters of objection had been received.  Comments were invited the following observations were made:</p> <ul style="list-style-type: none"> <li>• Query regarding the type of application submitted and whether this should have been submitted as an additional use / change of use.</li> <li>• Parish Councillors had visited the site and had concerns about: <ol style="list-style-type: none"> <li>1. Access, given the narrow road and lack of turning area</li> <li>2. Whether there were adequate parking arrangements.</li> <li>3. Arrangements for the disposal of dog waste (to drain over the fields) and the effect of this on livestock (disease etc.)</li> <li>4. Potentially unacceptable noise levels from number of dogs – (Councillors had visited similar Kennels at Limington and heard noise from this.)</li> </ol> </li> </ul>	

	<ul style="list-style-type: none"> <li>Acknowledgement of residents' concerns about noise, inconvenience, potential light pollution, highways (including road access, turning and parking) handling of dog waste, and the effects on cattle and sheep.</li> </ul> <p>RESOLVED: It was proposed and unanimously agreed to recommend <b>refusal</b>.</p> <p><b>14/02554/OUT Environmental Impact Assessment. Outline application for development of Sustainable Urban Extension to comprise up to 765 dwellings, 65 bed care home, employment land, retail units, primary school, community building, health care facility, landscaping, open space, and drainage infrastructure, access and associated highway works. Upper Mudford, Primrose Lane Yeovil.</b></p> <p>Update on PC response to the above including:</p> <ul style="list-style-type: none"> <li>Transport Assessment Report.</li> <li>Landscape appraisal.</li> <li>Barristers Letter sent to SSDC.</li> </ul> <p>TC reported that the Precept had been increased to cover the cost of a challenge to the development at Up Mudford. A number of reports had been commissioned by the PC and legal advice received, these had been submitted by the PC and formed its objection to the EIA. The reports were all now publicly available on the SSDC website.</p> <p>The reports called into question the whole EIA submitted by the developer. In summary the Highways / Transport report had concluded that the development would have a severe impact which was unsustainable and contrary to the NPPF. The developers had underestimated the number of trips by at least 200%. The Landscape Report had concluded that the development would not be compatible with EQ2 would not enhance the character of the district / area or respect its local distinctiveness. The Barrister's letter, which comprehensively challenged the validity of the whole EIA was also available online.</p> <p>The PC wished for Tony Capozzoli to be aware of these reports and urged him to read them thoroughly and take the content into account in advance of the committee meeting at which the application would be decided. Tony Capozzoli pointed out that he was concerned about the application being agreed on appeal and the council losing the ability to influence the development. He intended to consider all the facts at the Area East Committee meeting and express his opinion at that point.</p> <p>The PC wished to note that the leader of the Council had indicated that given size and potential impact of this application it would be considered by the whole council, not Area East Committee. In this scenario, Mr Capozzoli in his position as an Independent held the balance of power, as such his vote was extremely significant. It was further reiterated that the reports commissioned by the Parish Council called into question the whole EIA and would therefore impact on the likely success of a future appeal, Mr Capozzoli was again encouraged to refer to these reports to inform his decision making.</p> <p>SB wished to reiterate to Mr Capozzoli that the people of Mudford were opposed to the development and reported that some lacked confidence that they would have his support.</p>	
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289	<b>7.To receive the following determination of planning notices:</b> No notices received.	
290	<b>8.Other planning matters</b> Free Planning Training for Councillors – This clashed with the Parish Council meeting and Parish Councillors would not be able to attend.	
291	<b>9.MATTERS ARISING FROM THE MINUTES.</b> There were no matters arising	
292	<b>10.Council Matters</b> <b>Cemetery.</b> a) Cemetery Warden – agree job description and remuneration. <i>PS declared a personal and pecuniary interest and left the room while this item was being considered.</i> A draft job description was considered and agreed. It was agreed that £12/hour (payable from the Cemetery Maintenance Budget) was reasonable remuneration, taking account of the fact that the work would be somewhat ad hoc but that Mr and Mrs Sargent were prepared to make themselves available dependent on when the need for the work arose. This would be paid at Council Meetings following the receipt of an invoice. PS had completed some work since accepting the position in May and this work would be remunerated. PS returned to the meeting and signed the job description and remuneration agreement.	
293	b) Topple Test - risk assessment of headstones on the cemetery, receive report from Cemetery Warden. The Topple Test had been completed, PS reported that some headstones needed attention. Action: PS to notify clerk. Clerk to contact relatives / undertakers.	PS Clerk
294	c) PS reported that there had been problems with water collecting in the layby by the Cemetery. Wessex Water had attended and repaired a mains leak and a valve. Some drains were blocked and work was required on the guttering / down pipes. Action: Clerk to report drains as required. PS reported that the hedges needed trimming. Action: Clerk to contact KM Dike.	Clerk
	d) Agree exclusive rights of burial, purchase of plot. K Bull. RESOLVED: It was proposed and unanimously	Clerk

295	agreed to approve the exclusive rights of burial, plot C2 20 for Katherine May Bull and Frederick George Bull. The exclusive rights of burial form was signed. Action: Clerk to process.																																																																		
296	<p><b>Playing Field and Play area</b></p> <p>a) To receive playing field inspection reports from the relevant councillor and agree any actions arising. JL reported the following</p> <ul style="list-style-type: none"> <li>Overhanging brambles on right hand side. Action: SB to check.</li> <li>Evidence of rabbits in the children's' play area. Action: Councillors to check holes do not constitute trip hazard</li> <li>White Graffiti on skatepark</li> <li>Tree roots growing through tarmac – this was being addressed through the tree root work and spraying.</li> </ul>	SB All																																																																	
297	<p>b) Signs re Dogs on leads in playing field. Consider letter of complaint and provision of designated dog walk area. This letter was considered and observations invited. The following comments were made:</p> <ul style="list-style-type: none"> <li>There had been fewer dog fouling incidents since the signs had been installed.</li> <li>Concern about logistics of cordoning off an area.</li> </ul> <p>It was suggested that this item should be carried forward to the next agenda.</p>	Clerk																																																																	
298	<p>c) Receive information from Keep Britain Tidy 'We are Watching You' (initiative to address dog fouling) consider taking part. It was agreed that there would be no action at this stage.</p>																																																																		
299	<p><b>Highways</b></p> <p>a) To receive reports regarding highways and agree any actions arising. Pothole, Main Street remained. Mike Lewis and T Capozzoli would follow this up. Metal barrier (Hales Meadow – Main Street) had been removed. It was not clear by whom. Clerk to enquire</p>	Clerk																																																																	
300	<p>b) Receive update from issues reported at last meeting. The clerk reported the response from the Highways Officer regarding issues raised at previous meetings. The pot hole and metal barrier were still outstanding as above.</p>																																																																		
301	<p>c) Receive SID Reports. These reports had been circulated and were noted.</p>																																																																		
302	<p>d) Digital Speed Signs. The clerk reported that she had completed the grant form and sent to J Divall. He had asked for some further information and for Highways to consider making a contribution. Highways had agreed to provide and install the poles. The District Councillor had supported the scheme and the grant application could now be progressed for further consideration.</p>																																																																		
303	<p>e) Cycle route – receive report from Cycle meeting. G Mabey reported the following: 2 Parishes were required to act as leader parish and banking parish respectively. It was noted that Mudford Parish did not fall within the route area and as such would not be appropriate for it to be a leader or banker parish. Action: GM to inform J Divall.</p>	GM																																																																	
304	<p><b>Communication.</b></p> <p>a) Consider how to improve communication including via the village news, joint meeting between hall committee and Parish Council. Consider provision of noticeboards. This had been considered under 'village hall report' above.</p>																																																																		
305	<p><b>11.FINANCIAL MATTERS:</b></p> <p><b>a. To approve the cash book and bank account reconciliation for May-July.</b></p> <p>The cashbook summary and detailed bank reconciliation were circulated and checked by Councillors. RESOLVED: It was proposed and unanimously agreed to approve the Cash book and bank reconciliation from May – July.</p> <table border="1"> <tr> <td>Bank reconciliation</td> <td>Receipts &amp; Payments since May 2015</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>Balance 21/05/15</td> <td></td> <td></td> <td>£ 56,565.02</td> </tr> <tr> <td>Total Receipts</td> <td></td> <td>£ 2,310.42</td> <td></td> <td>£ 2,310.42</td> </tr> <tr> <td><b>Total Payments</b></td> <td></td> <td></td> <td>£ 4,710.03</td> <td><b>£ 4,710.03</b></td> </tr> <tr> <td><b>Balance</b></td> <td></td> <td></td> <td></td> <td><b>£ 54,165.41</b></td> </tr> <tr> <td colspan="5"><b>BANK ACCOUNT STATEMENTS</b></td> </tr> <tr> <td>Current Account</td> <td></td> <td></td> <td>£ 100.00</td> <td></td> </tr> <tr> <td>Business Reserve Account</td> <td></td> <td></td> <td>£ 27,104.14</td> <td></td> </tr> <tr> <td>Bonus Saver Account</td> <td></td> <td></td> <td>£ 26,961.27</td> <td></td> </tr> <tr> <td><b>TOTAL BANK ACCOUNTS</b></td> <td></td> <td></td> <td>£ 54,165.41</td> <td><b>£ 54,165.41</b></td> </tr> <tr> <td><b>Add outstanding lodgements</b></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td><b>Less outstanding cheques</b></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td><b>Balance</b></td> <td></td> <td></td> <td></td> <td><b>£ 54,165.41</b></td> </tr> </table>	Bank reconciliation	Receipts & Payments since May 2015					Balance 21/05/15			£ 56,565.02	Total Receipts		£ 2,310.42		£ 2,310.42	<b>Total Payments</b>			£ 4,710.03	<b>£ 4,710.03</b>	<b>Balance</b>				<b>£ 54,165.41</b>	<b>BANK ACCOUNT STATEMENTS</b>					Current Account			£ 100.00		Business Reserve Account			£ 27,104.14		Bonus Saver Account			£ 26,961.27		<b>TOTAL BANK ACCOUNTS</b>			£ 54,165.41	<b>£ 54,165.41</b>	<b>Add outstanding lodgements</b>					<b>Less outstanding cheques</b>					<b>Balance</b>				<b>£ 54,165.41</b>	
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306	<p><b>b. To consider ytd budget expenditure.</b> The YTD budget expenditure report was circulated and checked by</p>																																																																		

<p>307</p> <p>308</p> <p>309</p> <p>310</p>	<p>Councillors.</p> <p><b>c. To approve the following accounts for payment and two signatories for cheques:-</b>  <b>RESOLVED:</b> It was proposed and unanimously agreed to approve the following payments. LG and TC to sign cheques</p> <table border="1" data-bbox="183 208 1412 398"> <tr> <td>Salaries</td> <td>July 2015</td> <td>£489.56</td> </tr> <tr> <td>Postage Telephone Mileage</td> <td>July 2015</td> <td>£16.65</td> </tr> <tr> <td>KM Dike</td> <td>Cemetery and Recreation Ground Maintenance</td> <td>£1007.18</td> </tr> <tr> <td>Clive Miller and Associates</td> <td>Planning Consultancy advice planning application 14/02554/OUT</td> <td>£1056.00</td> </tr> <tr> <td>Chris Britton Landscape Associates</td> <td>Review of Landscape and Visual Issues. Planning application 14/02554/OUT</td> <td>£1829.94</td> </tr> <tr> <td>CLP Futureform</td> <td>Printer Ink</td> <td>£49.72</td> </tr> <tr> <td>Richard Buxton Environmental and Public Law,</td> <td>Fees</td> <td>£2481.30</td> </tr> </table> <p><b>d. To note the following receipts.</b> The following receipts were noted:</p> <table border="1" data-bbox="247 465 1444 600"> <tr> <th>Date</th> <th></th> <th></th> <th></th> </tr> <tr> <td>22/05/15</td> <td>A Wakely</td> <td>Interment (Burial) Fee late Mrs P Bottle</td> <td>90.00</td> </tr> <tr> <td>12/06/15</td> <td>D Rivett</td> <td>Interment (Ashes) Fee late Mrs Eason</td> <td>80.00</td> </tr> <tr> <td>12/06/15</td> <td>HMRC</td> <td>VAT refund</td> <td>1355.69</td> </tr> <tr> <td>18/06/15</td> <td>D Rivett</td> <td>Inscription fee, Late Mrs Butterfield</td> <td>30.00</td> </tr> </table>	Salaries	July 2015	£489.56	Postage Telephone Mileage	July 2015	£16.65	KM Dike	Cemetery and Recreation Ground Maintenance	£1007.18	Clive Miller and Associates	Planning Consultancy advice planning application 14/02554/OUT	£1056.00	Chris Britton Landscape Associates	Review of Landscape and Visual Issues. Planning application 14/02554/OUT	£1829.94	CLP Futureform	Printer Ink	£49.72	Richard Buxton Environmental and Public Law,	Fees	£2481.30	Date				22/05/15	A Wakely	Interment (Burial) Fee late Mrs P Bottle	90.00	12/06/15	D Rivett	Interment (Ashes) Fee late Mrs Eason	80.00	12/06/15	HMRC	VAT refund	1355.69	18/06/15	D Rivett	Inscription fee, Late Mrs Butterfield	30.00	<p>Clerk</p>
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22/07/15	SSDC	Council Tax Support Consultation	The consultation was explained. It was suggested that details of the consultation and a link should go on the website and in the Parish News																																								
<p>312</p>	<p><b>13. LIST OF ITEMS DISTRIBUTED AND AVAILABLE SINCE LAST MEETING:</b>  SCC Flood Mitigation Fund; Somerset Community Foundation – working with parish councils; Rural Services Network News Bulletins, SSDC Training for Parish Councillors – Chaining skills and planning responses, Rural Services Network – Superfast Broadband Update, South Somerset Together AGM, Rural Crime Survey, SALC – Information on Community Ownership and Management of Assets programme 2015-16, Flood Management Summit; Rural Opportunities Bulletin, Area East Agenda June 2015, Get up to speed – Broadband information events, Avon and Somerset Police and Crime Commissioner, Newsletter, Police and Crime Plan, Best on the Beat Competition, Armed Forces Day – Fly the Flag; Proposed New Noticeboard at Entrance to St Marys; Somerset Waste Partnership newsletter; Vision ICT Charity Parachute Jump; Community Council for Somerset Newsletter; Somerset County Council Somerset Choices Newsletter; Flood Risk Management Event; South Somerset Together AGM; South Somerset Together Meeting Presentations; SWP Newsletter; Pensionwise – details of CAB advice service; Somerset Community Foundation Newsletter, Rural Regeneration marketing flyer; Public Sector Executive Newsletter; Yeovil Rotary Club and Yeovil District Hospital fundraising event; Clerks and Councils Direct – circular; Somerset Art Works Newsletter; Area East Bulletin; ‘Sorted’ Waste Partnership briefing; Area East Agenda 8 July; Parish Councillor Planning Training, Presentation Slides; Letter from resident regarding possible further development of Hales Meadow; From Came and Company Parish Council Insurance re: Joining Stackhouse Poland Group; Dorset County Council Draft Waste Plan; SALC re Financial Services Compensation Scheme; South Somerset Together Presentation Slides; SLCC News Bulletin; Somerset Community Foundation Newsletter.</p>																																										
<p>313</p> <p>314</p> <p>315</p>	<p><b>14. Challenge to development at up Mudford</b> – 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></p> <p>a) To approve as a correct record the closed minutes of the Parish Council Meeting held on 21 May.  <b>RESOLVED:</b> It was proposed and unanimously agreed to approve the minutes as a true record of the meeting held.</p> <p>b) Receive update on legal advice regarding challenge to development at Up Mudford and consider any actions arising.</p> <p>c) Receive Environmental Impact Assessment re: Planning Application 14/02554/OUT, consider comments</p>																																										

	sent to the Planning Officer. Items b) and c) had been discussed and minuted in the open meeting. There was nothing further to add.	
316	<b>15.NEXT SCHEDULED PARISH COUNCIL MEETINGS:</b> Thursday September 24 <sup>th</sup> 2015. Further meetings will be called as necessary usually on the last Thursday of the month.	

DRAFT