

# MUDFORD PARISH COUNCIL

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## MINUTES OF A MEETING OF THE PARISH COUNCIL – THURSDAY 19th March at Mudford Village Hall at 7 P.M.

Attendees are advised that the meeting may be recorded, attendees are asked to advise the council should they intend to record the meeting and must adhere to the Council's policy on recording of meetings.

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.

A resident wished to query the PC decision to raise the precept in order to challenge the housing development at Up Mudford, in particular whether correct procedures had been followed regarding the proper use of public money, and whether the Parish Council could in fact mount a legal challenge regarding this development. He also queried who was leading the challenge - the Parish Council or FOMAG. Assurance was sought about whether this would be a one off rise in the precept or whether future bills would also rise.

The Chairman advised that proper procedures had been followed and that advice had been taken from SALC. In order to challenge the development the PC needed to pay not only for legal advice but for independent expert advice. He confirmed that this would be a one off, capped at £10k. If this was not all spent on a legal challenge, it was likely that the funds would be offset against other parish projects in future years. SB confirmed that the PC was leading the challenge, supported by the Friends of Mudford Action Group which had also attracted support from other parishes. The PC had a duty to represent the electorate; the Parish Plan had shown that 87% of residents wanted the Green space between Mudford and Yeovil to remain.

### PARISH COUNCIL MEETING

180	1. Attendance and to receive any apologies for absence and to consider acceptance of the reasons.	Action						
	<p>Present: Stephen Bartlett SB (Chairman,)Mike Jones MJ (Vice Chairman,)Lydia Gane (LG,) Tony Cavalier (TC,)Phil Sargent (PS,)Geraldine Mabey (GM,) June Lydon (JL)</p> <p>In attendance: Sue Graham (Clerk) Tony Capozzoli (District Councillor) Mike Lewis (County Councillor) and Thelma Mead (PCSO) with PC Steph Edwards (new Beat Manager) until item 4. Simon Fox (Planning Officer) Dave Norris (Development Manager) 2 members of the public. There were no apologies.</p>							
181	2. Declarations of interest. There were no declarations.							
182	3. To hear reports from:							
182	<p><b>District Councillor.</b> Tony Capozzoli reported that SSDC had reduced the Council Tax bill for 2015-16. The Local Plan had been voted through by the whole council with no objections; the Inspector's decision had been respected. He reported that he would be standing for election again. He thanked the Parish Council for its work and wished to thank Mike Jones in particular who would not be standing in the forthcoming election, MJ had been an asset to the Parish Council.</p>							
183	<p><b>County Councillor</b> Mike Lewis wished to note that he had not been present at the meeting at which the local plan had been voted through. The County Council had not increased its council tax. Parish Councillors wished to express concern about the difficulties they had experienced in getting Highways representatives to input/ respond to local issues including discussions about planning responses, section 106agreements, as well as day to day local issues. S Fox reported that was trying to facilitate a meeting between Highways and the PC regarding the Up Mudford planning application.</p>							
184	<p><b>Police.</b> Thelma Mead introduced the New Beat Manager PC Steph Edwards who would be covering for PC Maun during maternity leave. The Police report for Ivelchester in February noted 4 crimes across the area. The police were trying to proactively deal with some reports of anti-social type behaviour that had been occurring in the village over recent weeks and stressed the need for witnesses and for residents to report problems to the police via 101.</p>							
185	<p><b>Village Hall Committee.</b> LG reported that there would be Easter Café on 2 April and proceeds would be going to the Air Ambulance. The First Friday in April would be a Fish and Chip night with a quiz.</p>							
186	<p><b>Clerk:</b> The clerk reported:</p> <p>A Notice of Election had been issued on 18 March. Anyone wishing to stand needed to complete a form, including existing councillors wishing to stand again. Forms had to be hand delivered by 4pm on 9 April to the District Council offices in Brympton Way. It would be necessary to hold a meeting within 14 days of the new council being elected; the meeting would therefore need to take place between the 11 and 24 May. It was suggested that this meeting should take place on 21 May.</p> <p>Data protection registration for coming year had been confirmed by the ICO.</p>							
187	<p><b>4. To approve as a correct record the minutes of the Parish Council Meeting held on 26 February 2015.</b></p> <p>RESOLVED: It was proposed and agreed to accept the minutes as a true and correct record of the meeting held. The minutes were signed by the Chair.</p>							
188	<p><b>5. To consider the following planning applications:</b> No applications had been received.</p> <table border="1" data-bbox="159 2094 1436 2128"> <tr> <td style="width: 15%;"></td> </tr> </table>							

189	<p><b>6. To receive the following determination of planning notices:</b> No notices had been received.</p>	
190	<p><b>7. Other planning matters</b></p> <p>a) Receive Environmental Impact Assessment (EIA) re: Planning Application 14/02554/OUT. SB reported that an EIA had been prepared which was routine for an application of this size. The sizeable documents had been received and Councillors and members of the public had had the opportunity to see them. He reported that the EIA had addressed some previously raised concerns but had in turn raised new concerns.</p> <p>Observations were made as follows:</p> <p>The Plan was changing on a weekly basis, a new access route had been included and the flood alleviation ponds had moved. It was noted that anthrax testing was ongoing and the sewage issue remained.</p> <p><b>Concern about access onto A359 - the proposed roundabout</b></p> <p>During busy times and road closures (closure of A303 and traffic diverted to the A359) traffic is bumper to bumper, especially during morning and afternoon rush hour when buses and cars at Fairmead School back up queueing traffic back to Lyde Rd and down Mudford hill. Exiting the development is predicted to be virtually impossible. A route out of the development at busy times needs to be re-considered. It is likely that motorists will not use the roundabout but use a route through Mudford village or Up Mudford. The A359 is already a dangerous road, particularly Short Hill where there is no pavement and no verge and it cannot withstand the extra traffic.</p> <p>With the Wyndham Park Development, Highways had not allowed further junctions onto Lyde Road because of the blind bend at top. The same principle does not appear to have been applied for this development.</p> <p><b>Bus routes</b></p> <p>Concerns about how a bus would operate through Wyndham Park and into the new development. The roads through Wyndham Park are too narrow, especially with parked cars. It seemed unlikely that a bus operator would agree to the proposed route. Cars and delivery vans already struggle to get through Wyndham Park. A through route would be needed for a bus route to operate efficiently.</p> <p><b>Flooding issues, proposed ponds.</b></p> <p>Concerns exist about Mudford and Up Mudford being situated at the bottom of the hill and being flooded as a result of the run off from the proposed development. The assessment proposes that this will be collected in ponds, these have now been situated out of development area on the landowners land. Concerns remain about what will happen when the ponds are full, as well as responsibility for future maintenance of the ponds. Additionally, the proposed ponds appear to be situated on a high pressure gas main, questions remain about how will they be dug into the bank with the proximity of the gas main and the dangers associated with nearby digging / land movement? The ditches streams and culverts under Primrose Lane and the other lanes would have to be improved and made bigger to take the extra flow. Flooding already happens at the bottom of the hill in the lane because the ditches and culverts cannot cope with current water flow.</p> <p><b>Anthrax.</b> Concerns remain that the ground could still be contaminated. The tests carried out to date have been just below the surface, these are considered to be insufficient given the history of the site. Further, more comprehensive testing is necessary. The only guaranteed proof that there is no risk is to have livestock on the fields for a whole year.</p> <p><b>Dynamics of village</b> – The social impact of tripling the number of houses in Mudford Parish is a concern. With no plans to make the development part of Yeovil as opposed to part of Mudford this would alter the rural / village dynamics, introducing different needs and pressures.</p> <p><b>Sewage.</b> There needs to be an effective sewage system in place. Wessex Water has expressed doubts about how Pen Mill would cope with the additional sewage. Mudford has been suffering with sewage since the main was put in in 1930s. The gravity fed pumping station often fails in the winter because of electricity /the pump failing and in this scenario raw sewage drains into the road outside Mudford Church. 750 houses at the top of Mudford will exacerbate this and there is grave concern that the sewage will flow to Mudford, either to the village, or the river, when the system is overloaded or breaks down.</p> <p><b>Other issues.</b> These are linked to s106 not to the EIA but include additional land for the cemetery.</p> <p>This concluded the Parish Council observations at the current time. RESOLVED: It was agreed that these observations would be sent to the Planning Officer with further comments sent at a later date once in depth reports focusing on highways and flooding (to be discussed during the closed session) were available.</p>	Clerk
191	<p>T Capozzoli wished to note that some of the issues raised above could be dealt with via a s106 agreement or planning condition (i.e. management company to be responsible for ponds maintenance etc.) Brief discussion took place about the pros and cons of such arrangements.</p>	
192	<p>b) Notification of Adoption of the Somerset Minerals Plan: Development Plan Document up to 2030. This notice was received</p>	
193	<p>c) Receive notification from South Somerset District Council re adoption of local plan and consider any actions arising. This was received. The PC noted that it would welcome a local plan with the right type of building in right location.</p>	

194	d) Neighbourhood Planning Workshop – invitation to SALC event. This event would take place on 23 March at Compton Dundon Village Hall 9am—3pm. Stephen Bartlett would be attending.	
195	e) Receive West Dorset, Weymouth and Portland Local Plan Main Modifications and Community Infrastructure Levy. This notice was received.	
196	f) Receive tree preservation orders (Yeovil Without Parish) – This notice was received.	
197	<b>8. MATTERS ARISING FROM THE MINUTES.</b> Min 176 Rubbish Bins. The clerk reported that she had queried this with the Streetscene department which had confirmed that if there had been an original bin, a new bin would continue to be emptied. A quote for installation of a new bin had been requested.	
198	<b>9. Council Matters</b> <b>Cemetery</b> <ul style="list-style-type: none"> <li>Chapel Door Maintenance. The clerk had asked I Flatt who had installed the chapel doors to consider how the problem with leaves blowing in the chapel under the door could be addressed. He would be looking at the problem and would come back with a price.</li> <li>Warden – update on possible appointment of warden, receive update and agree any actions arising. This post would be advertised in the Parish Magazine.</li> <li>Topple Test - risk assessment of headstones in the cemetery. It was noted that it would be necessary to complete this on or before the May meeting.</li> </ul> <p>M Lewis left the meeting. He thanked Councillors for their input over the last 5 years.</p>	SB
199	<b>Playing Field and Play area</b> <ul style="list-style-type: none"> <li>To receive playing field inspection reports from the relevant councillor and agree any actions arising. GM reported rubbish, dog fouling and tree vandalism. She suggested that it would be appropriate to paint the skatepark a dark colour in future.</li> <li>Annual Playground Inspection Offer and Playground Risk assessment service, receive correspondence and decide whether to take up offer for 2015-16. The clerk noted that the annual inspection was compulsory and it would be good practice to have risk assessments of the equipment performed by experts. RESOLVED: It was proposed and unanimously agreed to take up the offer of the inspection and risk assessment to be paid for from the play area maintenance budget.</li> <li>Skate Park graffiti. Quotes to remove the graffiti/ paint with anti-graffiti paint were discussed. These ranged from £850 - £3000. It was agreed that the clerk should investigate the possibility of a community grant to help fund anti-graffiti paint.</li> <li>Moles in recreation ground. Agree payment of £95 to address this problem. The clerk had sought the advice and had been quoted £95. RESOLVED: It was proposed and agreed to accept the quote and order this work to be paid for from the play area maintenance budget. Being under £100, the cost fell outside of the threshold required for obtaining three quotes</li> <li>Insurance Policy Update – The clerk reported that she had added the three seats to the insurance policy. Came and company had waived the fee for the current year approximately £5.00 would be added to the policy for 2015-16.</li> <li>Receive quotes for signs re Dogs in Playing Field and consider purchase. Three quotes had been sought and two had been received. One quote was considerably more competitive it was therefore agreed to order the dog fouling signs from Vale Signs to be paid for from the Recreation Ground maintenance budget. RESOLVED: It was proposed and unanimously agreed to order three signs from Vale Signs.</li> </ul>	Clerk Clerk Clerk Clerk
200	<b>Highways</b> <ul style="list-style-type: none"> <li>To receive reports regarding highways and agree any actions arising: The clerk had been in contact with Stephen Fox SSDC and work for the Parish Ranger had been agreed. The ranger would attend the village on 24 March to carry out work on the Highway verges. It had been necessary to use a council employee for this type of work given that they would have the necessary training / insurance for work on the Highway. The Pot Hole reported at the previous meeting had been filled.</li> <li>Bollards near Half Moon Inn. M Jones reported that C Fletcher had advised that these would be installed in the 1<sup>st</sup> Quarter of the new financial year</li> <li>Digital Speed Signs. A meeting with C Fletcher had been arranged to discuss siting and installation of the signs.</li> <li>Community Speedwatch – With Mike Jones not standing for election, Community Speedwatch would be without a coordinator. Volunteers to be advertised via the Parish magazine. MJ to enquire about training for new volunteers.</li> <li>MJ thanked for his efforts and commitment to Community Speedwatch and his hard work as Highways representative.</li> </ul>	MJ, Clerk MJ
	<b>10. FINANCIAL MATTERS:</b>	

- 201 a. To approve the cash book and bank account reconciliation for February - March. The cash book and bank reconciliation was presented. RESOLVED: It was proposed and unanimously agreed to approve the cash book and bank reconciliation. This was signed by the chair.

MUDFORD PARISH COUNCIL 19 March 2015 Receipts & Payments since February 2015			
	Balance 26/02/15		£ 36,822.26
<b>RECEIPTS</b>			
	Donation FOMAG	750	
	Grant County Councillor	525	
	HMRC VAT refund	868.32	
	<b>Total Receipts</b>	<b>2143.32</b>	<b>£ 2,143.32</b>
<b>PAYMENTS</b>			
26/02/2015	Salaries Feb 2014	437.96	
26/02/2015	HMRC TAX & NICS	41.6	
26/02/2015	Mileage, PTS	55.33	
26/02/2015	Tree Maintenance	760	
26/02/2015	Internal audit, fin risk assess	217.5	
26/02/2015	Grant	50	
26/02/2015	Replacement Play area seats	1339.2	
26/02/2015	Data protection registration 15-16	35	
26/02/2015	Sport 50 hall hire	120	
26/02/2015	reimburse chapel key cutting, cleaning	13.8	
	<b>Total Payments</b>		<b>£ 3,070.39</b>
	Balance		<b>£ 35,895.19</b>
<b>BANK ACCOUNT STATEMENTS</b>			
	Current Account		£ 100.00
	Business Reserve Account		£ 11,566.19
	Bonus Saver Account		£ 25,156.07
	<b>TOTAL BANK ACCOUNTS</b>		<b>£ 36,822.26</b>
	Add outstanding lodgements		£ 2,143.32
	Less outstanding cheques 22-01-15		3070.39
	Balance		<b>£ 35,895.19</b>

- 202 b. To consider ytd budget expenditure. A report on year to date budget expenditure was provided and considered by Councillors.

- 203 c. To approve the following accounts for payment and two signatories for cheques:-  
RESOLVED: It was proposed and unanimously agreed to approve the following payments, MJ and TC signed the cheques.

Date received	Salaries March 2015	Clerk's salary	437.76
	HMRC	Tax and NICS	41.80
	Expenses March 2015	Clerk's Mileage, Telephone, Postage	40.88
03/03/15	Vision ICT	Website Upgrade	£180.00
	Yeovil District Hospital	Grant for dementia patients agreed at February Meeting	£50.00
05/03/15	Clerks and Councils Direct	Subscription renewal	£12.00
09/03/15	CLP	Printer Ink, Stationery	£60.93
03/03/15	PWLB		1051.29

- 204 d. To note the following receipts

- HMRC VAT Refund £868.32
- Wakeley Funeral Directors Internment Fee re the late Mrs Ellen Marks £90.00

- 205 e. **Internal Audit- update.** Receive Financial Risk assessments and agree any actions arising. The financial risk assessments had been considered at the February meeting. It was confirmed that actions were either complete or in hand. The clerk reported that she had received the external audit paperwork from Grant Thornton. The deadline was 1<sup>st</sup> June, 1 month earlier than usual and given the timescales it would difficult to meet this deadline. RESOLVED: It was proposed and unanimously agreed that an extension should be sought from Grant Thornton

Clerk

- 206 f. Review of Burial Fees. The clerk had provided some other town/ parishes fees for comparison and was asked to find out the fees for Ilchester / Limington in addition. This item would be reconsidered at the May meeting.

Clerk

- 207 g. Receive and agree schedule of regular payments planned for 2015-16

Item	Frequency	Amount
Salaries	Monthly	£479.56
Recreation and Cemetery Maintenance	Quarterly	
	1@	£977.84
	3@	£1007.18
Village Hall Broadband Contribution	Annually	£200.00
Play Area Quarterly Inspections	Annually	£127.20

RESOLVED: It was proposed and unanimously agreed to approve these payments for the year 2015-16. 1<sup>st</sup> MJ 2<sup>nd</sup> TC. Agreed.

208	<p>h. Grant requests. Consider the following grant requests:</p> <ul style="list-style-type: none"> <li>St John's Ambulance. Councillors considered the request and agreed that this was a worthy cause, however the budget for grants under s137 had been overspent already. It was agreed that this would be reconsidered in the new financial year.</li> </ul>																																									
209	<p><b>11. Correspondence.</b> The following correspondence was considered with actions as noted.</p> <table border="1" data-bbox="145 315 1430 842"> <thead> <tr> <th>Date</th> <th>From</th> <th>Subject</th> <th></th> </tr> </thead> <tbody> <tr> <td>23/02/15 07/03/15</td> <td>R Mann</td> <td>Mobile Shop</td> <td>Reply to say Mobile shop will not be required as shop has been sold and will continue to trade.</td> </tr> <tr> <td>25/02/15</td> <td>Nat West</td> <td>Updates to account terms</td> <td>For information.</td> </tr> <tr> <td>26/02/15</td> <td>SSDC</td> <td>Leisure Play and Youth Strategy for South Somerset Consultation Event Invitation</td> <td>There were no Councillors available to attend.</td> </tr> <tr> <td>27/02/15</td> <td>Environment Agency</td> <td>Flood Plan</td> <td>A representative from the environment agency would attend the July meeting to talk about flooding.</td> </tr> <tr> <td>26/02/15</td> <td>SSDC</td> <td>Final list of phonebox removals</td> <td>The final list of phonebox removals had been agreed. Mudford would retain its phonebox; it would not be removed without further consultation with SSDC.</td> </tr> <tr> <td>03/03/15</td> <td>Community Catalyst Project</td> <td>Somerset Micro Enterprise Project</td> <td>It was suggested that this information should be displayed on the website.</td> </tr> <tr> <td>22/01/15</td> <td>Resident</td> <td>Laurel Hedges affecting access to the pavement</td> <td>Reply to note the PC is aware of situation and will monitor.</td> </tr> <tr> <td>09/03/15</td> <td>SCC Civil Contingencies Unit</td> <td>Emergency Community Contacts</td> <td>Community Contacts Required. It was agreed that the Clerk, LG and SB would be contacts.</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Date	From	Subject		23/02/15 07/03/15	R Mann	Mobile Shop	Reply to say Mobile shop will not be required as shop has been sold and will continue to trade.	25/02/15	Nat West	Updates to account terms	For information.	26/02/15	SSDC	Leisure Play and Youth Strategy for South Somerset Consultation Event Invitation	There were no Councillors available to attend.	27/02/15	Environment Agency	Flood Plan	A representative from the environment agency would attend the July meeting to talk about flooding.	26/02/15	SSDC	Final list of phonebox removals	The final list of phonebox removals had been agreed. Mudford would retain its phonebox; it would not be removed without further consultation with SSDC.	03/03/15	Community Catalyst Project	Somerset Micro Enterprise Project	It was suggested that this information should be displayed on the website.	22/01/15	Resident	Laurel Hedges affecting access to the pavement	Reply to note the PC is aware of situation and will monitor.	09/03/15	SCC Civil Contingencies Unit	Emergency Community Contacts	Community Contacts Required. It was agreed that the Clerk, LG and SB would be contacts.					Clerk
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210	<p><b>12. LIST OF ITEMS DISTRIBUTED AND AVAILABLE SINCE LAST MEETING:</b> Somerset Community Foundation e Newsletter, Rural Services Network News Bulletins, Rural Opportunities Bulletins, Voluntary Sector Forum Meeting, Big lunch publicity material, Rural Services Network, Spotlight on Older People, Royal Bath and West of England Society- Prince of Wales Award, SALC- Neighbourhood Planning Workshop, Outcome of Library consultation review, Clerks and Councils Direct Circular, LCR Periodical, Yeovil Hospital Charity Newsletter, The Clerk Magazine, Thank you letter from Yeovil Dementia Care, Thank you letter from South Somerset CAB, SWP briefing, Friends Life Women's Tour .</p>																																									
211	<p><b>13. 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> To approve as a correct record the closed minutes of the Parish Council Meeting held on 22 January and 26 February 2015. The minutes required further detail and would be amended as required.</p>																																									
212	<p>a) Receive update on legal advice regarding challenge to development at Up Mudford and consider any actions arising.</p> <ul style="list-style-type: none"> <li>Receive notification from South Somerset District Council re adoption of local plan and consider any actions arising.</li> <li>Receive Environmental Impact Assessment re: Planning Application 14/02554/OUT, consider and agree any comments to send to the Planning Officer.</li> </ul> <p>Closed minutes taken</p>																																									
14	<p><b>NEXT SCHEDULED PARISH COUNCIL MEETINGS:</b> Thursday May 21<sup>st</sup> 2015. Further meetings will be called as necessary usually on the last Thursday of the month. The Chairman expressed his thanks to Mike Jones for all his work on the Parish Council, including with highways, Community Speedwatch, community events, SALC, cycleways. Mike was an asset to the village and would be missed. This was endorsed by those present.</p>																																									

The meeting closed at 10pm