

The Charltons Parish Council

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“Draft” Minutes of Parish Council Meeting
held on Tuesday 22nd June 2021 at 7.30pm in The Reading Room, Charlton Mackrell

All Council Meetings are Open to Members of the Public and Press
(Public Bodies [Admission to Meetings] Act 1960)

Please note that due to guidelines on Covid control certain protocols will be put in place for this meeting to protect everyone attending. For more details contact the Clerk .

Councillors Present:

Nick Blackledge (Chairman)
Alan Crawley
Peter Moulding

Bob Adams
Dennis Elliott

In Attendance: D.Cllr Tony Capozzoli, the Clerk and two members of the public.

Public Session

Public session to enable members of the public to make representations, answer questions and give evidence at a meeting which they are entitled to attend **in respect of the business on the agenda only in accordance with Standing Order 3 (e)**. Members of the public are asked to restrict their comments and/or questions to three minutes.

No comments.

Reports from County and District Councillors

District and County Councillors may give short verbal reports on matters affecting the Parish.

The clerk read out the report on behalf of D.Cllr Hull:

“1. ‘Recycle More’ is now bedding in. Please encourage optimum use of blue-bags, but NO disused batteries as they’re very bad news in the processing plants. I am thinking of trying to see if I can organise a village’s batteries collection/drop-off.

2. Still no news re phosphates/planning department, sadly. Within all districts there are a lot of finger crossing as we await the Secretary of State’s decision re Stronger Somerset. If he chooses One Somerset, then we predict this could have a rapid effect on staffing.

3. Still no news re Kingweston road application, due mostly to phosphates issue, we assume.

4. I’m soon to become a trustee of the Somerset ‘Rail to Trail’ project, which seeks to make use of old track in providing active travel options. If anyone is interested in helping with this then please get in touch.

5. Full Council is due to meet face-to-face for the first time since February 2020 on July 8th at the Westlands centre in Yeovil, to enable optimum social distancing. We are hoping we will have greater clarity about our Chief Executive vacancy by then.”

D.Cllr Capozzoli reported that the phosphate issue was ongoing, which mainly affected planning applications submitted for the development of one or more dwellings.

Cllr Capozzoli reported on enforcement issues and advised that any complaint must first be reported on South Somerset District Council’s (SSDC) website or via the Customer Connect Team on 01935 462462. There followed a brief discussion on outstanding enforcement issues, which Cllr Capozzoli encouraged the PC to pursue.

Cllr Capozzoli reported that the recent delays and disruptions to waste collections were largely down to the national shortage of LGV drivers, which was likely to last for some time. He advised

that collections missed may not be collected until the next collection date. Somerset Waste Partnership and its contractor SUEZ have apologised and asked for public patience

21/54. Apologies for Absence and to consider the reasons given

Council to receive apologies for absence and, if appropriate, to resolve to approve the reasons given.

RESOLVED: Apologies received and accepted from Cllrs Tamzin Elliott and Jemma Lawson.

21/55. Declarations of Interest

Members to declare any interests they may have in agenda items that accord with the requirements of the Local Authority (NALC Model Code of Conduct 2012) adopted July 2012. (NB this does not preclude any later declarations).

RESOLVED: None.

21/56. Minutes.

To approve the Minutes of the virtual Annual Parish Council meeting and ordinary PC Meeting held on Tuesday 6th May 2021.

RESOLVED: The minutes were confirmed as a true record and signed by the Chairman.

21/57. Parish Council Vacancies.

To consider applications received and conduct vote to fill two casual vacancies on the Parish Council by co-option.

RESOLVED: No applications received to date. Vacancies would continue to be advertised.

21/58. Wildlife and Countryside Act 1981 Application to add a restricted byway and to upgrade part of footpath L 6/22 to a restricted byway over Withybed Lane from the junction with Combe Lane southeastwards to the junction with the A37 at Stickle Bridge, Charlton Mackrell.

To consider application to amend the Definitive Map and provide any relevant information to Somerset County Council (SCC).

Sarah Ann Buck, Chairman of the Somerset Bridleways Association, was in attendance to discuss the application and answer questions.

The PC acknowledged that the application was submitted over nine years ago and that there is sufficient historical evidence to show the route has existed. The Bridleways Association has the legal right to use the route as it would give safe access for non-motorised, vulnerable users. Sarah Ann clarified that at this stage they were applying to ensure the legal right to use the route as a Restricted Byway is recorded on the Definitive Map as this would need to be recorded prior to 1st January 2026, after which date the legal right would be lost.

Once the route is recorded on the Definitive Map, Somerset Bridleways Association would address how to clear it for access. Sarah Ann confirmed that there would be no change required to the surface and pinch points of 1.8m were acceptable, providing sufficient width for ponies and traps at 1.49m wide. Bollards spaced at 1.8m apart would allow a pony and trap access but prevent access by 4x4s.

The PC had two areas of concern. Firstly, the potential detrimental effect on the ecology of the route, which has not been used for 30 years. There is evidence of badgers and dormice and the lane is rich in other flora and fauna. The second area of concern is that of safety as the route would be opened up, allowing direct access onto the A37.

RESOLVED: The Parish council agreed by a majority vote to recommend approval of the application with the caveat that the Council carries out a full ecological, archaeological and safety survey prior to any remedial/clearance work being carried out.

21/59. Planning.

- a. To consider the following planning applications (PA):

i. **PA 21/01071/FUL.** The change of use of land to extension of domestic garden and the erection of a building for land management machinery and an exercise pool at The Old Waterworks, Ilchester Road, Charlton Mackrell.

In view of the previous planning history regarding agricultural curtilage at this site the Council considers that it would have been more appropriate to submit two applications; one to consider the change of use of land from agricultural to domestic and the second to consider the erection of the buildings.

Following a full discussion by the Council it was agreed by a majority vote that the Council had no objection in principle to the application.

RESOLVED: The PC agreed by a majority vote to recommend that the application be **APPROVED**.

ii. **PA 21/01141/HOU.** Replacement windows and doors to a single storey dwelling in a conservation area at Fox Hollow Barn, West Charlton.

Councillors agreed that there was insufficient detail for the replacement windows to make an informed decision. However, the PC agreed to recommend approval of the application with the caveat that the windows would be suitable for installation in a Conservation Area and meet the specifications required by the Planning Officer.

RESOLVED: The PC agreed unanimously to recommend that the application be **APPROVED** with the caveat that the windows are suitable for installation in a Conservation Area.

iii. **PA 21/01378/HOU.** Proposed single storey extension with roof terrace to replace existing conservatory at The Garden House, Sandpit Lane, Charlton Mackrell.

Councillors agreed that as they had no objections to the original application for a two storey extension, which has been revised to a single storey extension, there were no further observations.

RESOLVED: The PC agreed unanimously to recommend that the application be **APPROVED**.

iv. **PA 21/01548/HOU.** Proposed extensions and alterations at The Willows, Cary Fitzpaine.

Councillors agreed that this was an uncontentious application which does not affect any neighbouring properties.

RESOLVED: The PC agreed unanimously to recommend that the application be **APPROVED**.

b. South Somerset District Council (SSDC) Decisions:

i. **PA 21/00709/COU.** Change of use of one stable unit from Equestrian to Sui Generis (Canine Physiotherapy Treatment Room) - Retrospective Application at Welham Barn, Wellham Farm Lane, Charlton Mackrell – **APPROVED**.

ii. **PA 21/01543/FUL.** Proposed digestate lagoon and associated access and turning area on land Os 4300 Fosse Way, Charlton Mackrell – **APPROVED**.

21/60. Small Highway Improvement Scheme (SIS) T1004344 – Charlton Mackrell.

To consider the scheme proposed for Kingweston Road, Ilchester Road, West Charlton, Bonfire Lane and Primrose Hill, which can be found at SCC website via link:

www.somerset.gov.uk/roads-and-transport/small-improvement-schemes-directory/

(look for T1004344 - Charlton Mackrell in South Somerset district).

RESOLVED: Following a full discussion councillors agreed to proceed with the scheme following Highways consideration of the PC's points below:

a. To reintroduce a raised/pronounced mini roundabout and consider alternative measures to improve the operation of and driver behaviour at the existing roundabout, as well as encouraging through traffic, to avoid the use of the narrower route through Lytes Cary.

b. As major stakeholders in the SIS, Councillors respectfully request that Highways reconsiders a 20mph limit from the bottom of George Street to Kingweston Road, which is the pedestrian route to the primary school. The PC had received numerous letters requesting a

reduction to 20mph and a resident was present at the meeting whose daughter had been clipped by a car's wing mirrors on her way to school.

(D.Cllr Capozzoli and Cllr D Elliott left the meeting at 8.40pm)

21/61. Finance.

a. Balance of the Council's Bank Account and Bank Reconciliation.

To report on the Council's Bank Account.

RESOLVED: The Clerk previously circulated the PC Accounts which were presented and subsequently approved. The Chairman signed the bank reconciliation.

b. Accounts for payment.

To review and approve a schedule of items of expenditure (incl. VAT):

Community Action Suffolk Insurance	£258.55
Grant Summer Playdays – Friday 30 July 2021	£250.00
Internal Auditor – Local Council Services, Mr S Pritchard	£60.00
Clerk's Expenses Apr to Jun 21	£47.22

RESOLVED: All items of expenditure were approved.

21/62. Annual Receipts & Payments and Internal Auditor Report 2020/21.

To agree the Annual Receipts & Payments accounts and receive the Annual Internal Audit Report for 2020/21.

RESOLVED: The Annual Receipts and Payments Account was agreed.

The Annual Internal Report, carried out by Mr S Pritchard, was received with observations noted and agreed. One area of particular note was the provision of churchyard maintenance grants. The Clerk previously circulated the National Association of Local Councils (NALC) L01-18 – Financial Assistance to the Church, to all councillors for consideration prior to the meeting. There followed a full discussion on churchyard maintenance grants.

RESOLVED: Councillors agreed that there were strong arguments against Parish and Town Councils providing churchyard maintenance grants. Cllrs Adams and Moulding agreed to speak to the Treasurer of the PCC and report back to the Council at its next meeting in order for full council to make the final decision.

21/63. Section 1 – Annual Governance Statement 2020/21.

To consider and approve Section 1 – Annual Governance Statement 2020/21.

RESOLVED: The Annual Governance Statement was considered and approved.

21/64. Section 2 – Accounting Statements 2020/21.

To consider and approve Section 2 – Accounting Statements 2020/21.

RESOLVED: The Accounting Statements were considered and approved.

21/65. Signing of the Annual Governance and Accounting Statements 2020/21.

Following approval, Chairman and Clerk to sign the Annual Governance Statement and Chairman to sign the Accounting Statements for 2020/21.

RESOLVED: Following approval at items 21/63 and 21/64, the Chairman and Clerk signed the respective Governance and Accounting Statements for 2020/21.

21/66. To set the commencement date for the Exercise of Public Rights 2020/21.

Responsible Financial Officer (RFO) to set the date and publish with details of the arrangements for the exercise of public rights.

RESOLVED: The Clerk, as RFO, set the date for the exercise of public rights to commence on 1st July 2021 and end on 11th August 2021, which would be published on the parish website.

21/67. Business Continuity Motion to Council

In light of the Coronavirus (Covid-19) pandemic and government advice this Council resolves that:

- a. Should the council be unable to meet for whatever reason, the Clerk be given delegated authority to progress all ongoing matters and projects and authorise all regular payments and incur expenditure in line with the council's agreed budget.
- b. Any decisions taken under resolution (a) above will be taken, whenever possible, in consultation with the Chairman and Vice Chairman of council and the relevant Committee Chairman (if appropriate). A record of all decisions and expenditure incurred under delegated authority will be kept and reported to members when the council next meets.
- c. The authority to decide the Council's response to planning applications be delegated to the Clerk, in consultation with the Chairman and Vice Chairman of the Council. Members of the Council will be informed of applications out for consultation and whenever possible invited to attend an informal remote meeting of the Council to be held via zoom software and invited to submit comments to the Clerk on such applications to which informal remote meetings members of the public and press will also be welcome to attend and make representation.
- d. The provisions outlined in resolutions (a-c) above will override any requirements to the contrary in the council's standing orders, financial regulations or terms of reference.

RESOLVED: Motion approved unanimously.

21/68. Fibre to the Premises Broadband (FTTP).

Update on Openreach and Wessex Internet proposals to bring FTTP to The Charltons.

RESOLVED: Cllr Adams reported that the BT Openreach quote to provide FTTP had expired. It was agreed that information on FTTP and contact details for Richard Culley at '01458 Connected', would be published on the parish website for residents who are interested in upgrading.

21/69. Items for Report and Future Business.

Please notify items to the Clerk at least 24hrs before the meeting.

- a. To consider the provision of an additional dog waste bin, west of the stables at Welham and signage.
- b. To consider whether to continue the payment of Churchyard maintenance grants is lawful.

Next meeting: Ordinary Meeting to be held on Tuesday 20th July 2021, 7.30pm in The Reading Room, Hillway, Charlton Mackrell.

There being no further business the meeting closed at 9.35pm.

Signed:

Dated: