The Charltons Parish Council

Clerk: Mrs Rebecca Carter, Portman House, North Barrow, Yeovil, Somerset
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ACTION

"Draft" Minutes of the Annual Parish Council (PC) and Ordinary PC Meeting held in The Reading Room, Charlton Mackrell held on Tuesday 15th May 2018 following the Annual Parish Meeting which commenced at 7.00pm

Councillors Present: Cllr N Blackledge (Chairman), Cllr C Stone (Vice-Chairman), Cllr D Grindley, Cllr M Hilborne, Cllr R Montagu, Cllr A Petitpierre, Cllr D Simpson and Cllr K Whittick

In Attendance: C.Cllr Ruddle, D.Cllr D Norris, the Clerk and eight members of the public.

18/70. To Elect the Chairman of the Council and Receive His/Her Declaration of Acceptance of Office: Cllr Stone received one nomination for Cllr N Blackledge who was elected unanimously and signed his Declaration of Office as Chairman.

18/71. To Elect the Vice-Chairman of the Council: The Chairman received one nomination for Cllr C Stone who was elected unanimously.

18/72. Apologies for Absence: Cllr B Densely.

18/73. Election of Officers, Statutory and Standing Committees (if any), Working Groups (WG) and allocation of Parish Responsibilities to individual Councillors:

a. Flood Relief Measures WG – Cllrs Blackledge and Petitpierre
b. Community Plan WG – Cllrs Densley, Hilborne, Simpson and four residents.
c. Conservation Area WG – Cllrs Densley, Hilborne, Whittick and three residents.
d. Highways/Speeding – Cllrs Grindley, Moulding, Simpson and Whittick.
e. Community Speedwatch – Cllrs Petitpierre and Stone.
f. Footpaths – Cllrs Blackledge and Stone.
g. Archdeacon Brymer Trust – Cllrs Petitpierre and Simpson.
h. Youth Services – Cllr Stone.
i. Environmental – Cllrs Montagu and Stone.
j. Reading Room – Cllrs Hilborne and Moulding (TBC).
k. Community Hall – Cllrs Densley and Simpson.
l. Personnel Committee – Cllrs Grindley, Montagu and Stone.
m. Parish Website – Cllr Whittick and Mr A Arnold.
n. National Trust – Cllr Montagu

18/74. To Review The Charltons Parish Council Risk Assessment: The Clerk reported that Cllr Densley agreed to carry out a review of the RA for approval by the PC. **BD**

Thereafter the ordinary business of the Parish Council was conducted as follows:

18/75. Electors' Question Time/Comments: Two residents spoke regarding the PA at Charlton House, which was on the Agenda for consideration at item 18/82.a.ii. A resident spoke on the high speed of traffic through the village, especially in the vicinity of Primrose Park at which the roundabout markings were inadequate, needed repainting and signage improved. He also commented on overgrown hedges which were impinging on footpaths causing pedestrians to walk in the road. **Cllr Simpson agreed to report the overgrown hedges to Highways. The Clerk agreed to forward the resident's observations to SCC to be included when considering the options for the Small Highway Improvement Scheme.** **DS Clerk**

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18/76. Apologies for Absence: Cllr B Densley.

18/77. Declarations of Interest: None.

18/78. Police Community Support Officer (PCSO) Report: We are still being visited by opportunist thieves who are looking for unlocked or poorly secured sheds and garages. Power tools, chain saws, mowers and similar are on the 'shopping' list. Please lock vehicles if left unattended. White Transit Tipper YD60*** is latest suspect vehicle. *[Received after the meeting]*

18/79. Minutes of the PC Meeting held on Tuesday 17th April 2018 were confirmed and signed as a true record.

18/80. Matters arising from the minutes:

a. HGVs Driving Through the Villages. **Cllrs Simpson and Whittick reported that they had carried out a review and photographed the signage at the four entrances to the parish and agreed to compile a report of their findings to be approved by the PC and forwarded to SCC.** **DS/KW**
The Clerk reported that she had spoken to Ordnance Survey who supplies maps to Sat Nav providers. OS believed this would be a difficult issue to resolve as Sat Nav companies devise their own routing systems. **The Clerk agreed to speak to 'HERE' (formerly Navteq) and Tom Tom (formerly Tele Atlas)**. **Clerk** Following a brief discussion general opinion was that haulage companies would know the routes with low bridges and that the majority of breaches were by foreign drivers using car sat navs and driver error.

18/81. Reports from County and District Councillors: Reports were provided at the Annual Parish Meeting. Following a question from Cllr Stone, there was a brief discussion on the final recommendations of the Local Government Boundary Commission (LGBC). Due to changes made to neighbouring wards and evidence presented during consultation, the Commission decided to change its recommendations in the central part of South Somerset. This meant the area would be covered by a Northstone, Ivelchester & St Michael's ward to be represented by three councillors rather than three separate wards as proposed in the draft recommendations. D.Cllr Norris and the PC considered that this would be a large, unmanageable ward, which would need to be divided up into three areas for the D.Cllrs to maintain a good working knowledge and relationship with the Parish and Town Councillors, which is how it is currently. **The Clerk agreed to write to the LGBC reiterating its original submission and outlining the above comments.** **Clerk**

18/82. Planning Applications for Decision by the PC:

a. Received:

i. **PA/18/01069/REM** - Application for reserved matters following approval of **15/04940/OUT** to include details of appearance, landscaping, layout and scale at Footsteps Stables, Broad Street, Charlton Adam. The PC considered that there was insufficient detail in the application for the PC to make considered observations, however, concerns were expressed over the use of artificial slate on such a large roof, which would be inappropriate in a Conservation Area (CA); pantiles would be more suitable and typical of the surrounding area. The PC also expressed its concern over the predominant use of render, which again is inappropriate in a CA and not in keeping with local character. **RESOLUTION:** The PC agreed unanimously to recommend that the application be **REFUSED** and would like to see a revised, more detailed application submitted taking into consideration the comments above.

ii. **PA 18/01141/FUL** - Proposed change of use of land and the formation of tennis court with associated fencing, hardstanding and landscaping on land east of Charlton House, Ilchester Road, Charlton Mackrell. Ms Lydia Dunn, Clive Miller Planning, was present and outlined the application in detail. The PC was pleased to note the detailed and well-thought out landscaping of the site, which was already well screened and that the proposal did not include lighting or vehicular access. The application also specified porous tarmacadam, finished in dark green with black PVC coated fencing to further limit any effect on visual amenity. **RESOLUTION:** The PC agreed unanimously to recommend that the application be **APPROVED**.

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b. SSDC Decisions: None. ***(Cllr Ruddle left at 8.45pm)***

18/83. Approval of the Charltons Housing Needs Survey: The PC unanimously approved the findings and the Clerk agreed to send it to Tim Cook, SSDC to be included as Appendix C to the Charltons Community Plan 2017. **Clerk**

18/84. To receive quotes to fell two diseased Acer Negundo trees in the grounds of The Charltons War Memorial: The Clerk obtained two quotes to assess/fell the trees from Mr A Maistrello and Mr J Parks. **The PC agreed to ask Mr A Maistrello to fell the trees for the sum of £420 (no VAT).** **Clerk**

18/85. Finance and Accounts:

a. Completion and Approval of the Annual Governance and Accountability Return (Part 2) 2017/18:

i. Mrs J Greenway carried out the Annual Internal Audit and her report was noted. She commented that the minutes, accounts and actions of the council are carried out to a high standard with excellent and clear documentation. The minutes are very detailed allowing a full understanding of how the council has conducted its business in the last year.

ii. The Annual Governance Statement 2017/18 was completed and signed.

iii. The Accounting Statements 2017/18 were formally approved and signed.

b. The Finance Report for period 17th April to 15th May 2018 was circulated and approved.

c. Payments Approved:

K M Dike Nurseries – Grounds Maint Apr 18	£165.00
Mr R Rhys Chartered Surveyor Fee re Welham Field	£162.00
Internal Auditor Fee	£50.00
Clerk's Allowances and Expenses May 18	£48.62
Rdg Room Hire Mar/Apr 18	£36.00

18/86. SSDC implementation of temporary measure when considering major planning applications of ten or more dwellings: D.Cllr Norris advised that all major PAs that come before the Area Committees will automatically be '2-starred', which means that a final decision on the PA may be taken by the Regulation Committee. In practice, this means that Area Committees will still be able to approve and condition major applications, but if they are minded to refuse a major application, the committee can debate the issues and indicate rounds for refusal but they won't make the final decision; they would need to prove the application would cause demonstrable harm.

18/87. Reports from Committees, Working Groups (WG) and PC Representatives:

a. Speedwatch. Cllr Petitpierre observed three to four police cars speeding through the village on Wednesday afternoons over the last two to three weeks. She believed this may have been part of a dog training exercise, as has happened in the past. **The Clerk agreed to speak to the police.** **Clerk**

b. Footpaths. **Cllr Stone reported on the broken wall and stiles at the back of the Reading Room and at Peddles Lane and agreed to record such issues on SCC's website via their interactive map 'Report a Problem with a Public Right of Way'.** **CS**

c. Highways. **Cllr Simpson reported on poor visibility at the major junctions due to the height of the car parsley and agreed to ask Highways to carry out an interim cut.** **DS**

18/88. Correspondence as circulated:

a. General Data Protection Regulation Briefings. The Clerk advised that she attended the GDPR training at SSDC on 30th April 2018.

b. National Association of Local Councils (NALC) Employment Briefing 2018- 2019 National Salary Awards (NSA). The Clerk reported that, following the NSA, her salary would increase to £12.815 per hour backdated from 1st April 2018, which increased her salary by £6.28 per month. There would be a further pay increase from 1st April 2019, information on which would be issued by NALC later in the year.

c. The Local Government Boundary Review final recommendations for ward boundaries in South Somerset. (see item 18/81).

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18/89. Items of Report and Future Business:

a. Cllr Petitpierre received a request from The Charltons Horticultural Society asking for permission to plant daffodils around the Millennium Pillars at each entrance to the parish; the PC had no objection. They also asked if they could plant shrubs around the Village Green. **It was agreed to include this item on the agenda for discussion at the next meeting as this could form part of the Village Green Project.** **Clerk**

b. The Clerk read out an update from Mr Nicholson, Highways regarding improvements to the passing places along Chessels Lane. He anticipated the improvements in this financial year; any works would likely require a road closure and the minimum lead time for this is three months so as a minimum it would be three months from now.

c. **At the Clerk's request, the PC agreed to change the date of the July meeting from 17th to 24th**.

18/90. Date and time of next meeting: would be held in The Reading Room on Tuesday 19th June 2018, commencing at 7.30pm.

There being no further business the meeting closed at 9.10pm.

SIGNED…… DATED……..

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