

Minutes of Annual Meeting of Long Sutton Parish Council
Held at the Hall on Tuesday 1st May 2018 at 7.30 pm

Present: Councillors: Mr R W Fry (Chairman), Mr J A Ellerbeck, Mr G R Cox, Mr T P Shire, Mrs E Elliott, Mr M Turpin and Mr J Foy. District Councillor Mr G Tucker, County Councillor Mr D Ruddle. a PCSO and 21 members of the public.

Apologies for Absence: There were no apologies.

The Chairman said that the meeting was being recorded.

Public Observations/Question Time:

The missing signpost at the bottom of Hardings Hill was raised. It was confirmed that this had been taken away for repair and lost.

Complaint was received that overhanging trees at Stephens Hill are restricting visibility for drivers coming from the Langport direction wishing to turn right into Shute Lane.

The PCSO said that a lot of theft is taking place on farms and to look out for any suspicious people.

The Chairman raised the matter of hare coursing which has been taking place and it was also mentioned that there have been cold callers at Langport Road.

Both these matters have been reported to the Police.

1. Election of Chairman

Mr Fry called for nominations for Chairman and said that he would be standing down from the Council following this meeting.

Mr Cox was proposed by Mr Ellerbeck, seconded Mr Brand and unanimously elected as Chairman.

Mr Cox thanked Mr Fry for all his efforts over the years not only as a Chairman but for his work as a Parish Councillor. He also thanked Mr Ellerbeck who is also standing down from the Council following this meeting.

2. Election of Vice-Chairman

Mr Brand was proposed by Mr Fry, seconded Mr Ellerbeck and unanimously elected as Vice-Chairman.

3. Casual Vacancy

Mr Graham Stoddart-Stone had expressed an interest in becoming a Parish Councillor. He is the Treasurer of the VHC. Mr Ellerbeck said he felt Mr Stoddart-Stones would be a great asset to the Council and proposed that he be co-opted. The proposal was seconded by Mr Brand and it was unanimously resolved that Mr Stoddart-stones be co-opted onto the Council. Mr Stoddart-Stones being present and having signed a Declaration of Acceptance of Office, was invited to join the meeting.

4. Declarations of Interest

Mr Foy declared a personal interest in Planning Application 18/00891/FUL to be discussed at item 9 on the agenda.

5. Minutes of meeting held on 3 April 2018 – It was resolved that these be signed by the Chairman as a true record.

6. Matters Arising

The Village Post Office: An email had been received from the owner setting out the position with regard to the Post Office/Shop in response to the PC's letter. It was however agreed that the PC should still register its interest with The Post Office.

New Data Protection Regulations: Mr Foy and the Clerk confirmed that they had attended training sessions held by SSDC. The Clerk reported that at the session she had attended they were told that if their Council was not already registered with the ICO it should do so. It was therefore agreed that the Clerk should attend to the registration.

7. County Councillor's Report

Mr Ruddle reported that SCC is looking at ways of generating money from commercial means.

He said that it looks like at the moment they will continue with small highways improvement schemes. If he gets one, he will give LS one but the PC will have to come up with the reasons why they want this. He was asked to work with Mr Foy on this matter.

He said there is going to be a considerable shortfall in the next financial year and they are considering, if they can get the District Councils on board, going to a Unitary Authority. This is however a long time away. Although a lot of the DCs consider they are doing well, he said there is only so long you can keep digging into reserves, so it is something everyone needs to think about.

8. District Councillor's Report

Mr Tucker reported that at Area North in April they received reports on Martock – Our Place Programme. The community is an example on how to deliver for residents locally many programmes and projects which are of benefit to the community. Walks, youth events, buffet lunches which address isolation and loneliness to name a few. At a cost of £160,000 pa, the issue arising is that the funds allocated by Locality and SSDC are soon to come to an end and the promises of organisations such as youth movements, NHS etc who informed they would subscribe to future programmes has not materialised. SSDC has made their final contribution.

Also discussed were community grants of which Turn Hill projects received £1,400, plus a Housing Needs Survey in High Ham. The cycle route from Langport to Muchelney along the disused railway line seems closer to being secured.

At the same meeting there were two planning applications considered, one for low cost housing in Henley, an application he brought forward to test the sustainability of rural settlement over the identified need for low cost housing. He is now guided that sustainability is the priority and if a hamlet or rural settlement is unsustainable, then identifying an exception site for affordable housing is unlikely to be supported.

There was no meeting at the wider district level in April, however the May District Executive meeting has some interesting agenda items including:

1. South Petherton's Neighbourhood Plan - now ready for referendum.
2. Presentation of the Homeless Strategy - where there is evidence that delivery by other authorities across the county is not joined up.
3. Strategic development and regeneration where it is proposed to disband the area regeneration boards and set up groups looking at strategy in Yeovil, Chard and Wincanton.

At Huish Leisure Board he learned that the swimming pool will re-open on 11th June.

9. Planning Applications for Consideration:

It was agreed that Application No: 18/00891/FUL should be discussed last.

Application No: 18/00769/FUL The erection of an agricultural building and the stationing of a temporary agricultural workers dwelling. Land at East Lodge, Bineham Road, Knole.

The applicant's agent was invited to address the PC regarding the purpose of the application. It was proposed Mr Ellerbeck, seconded Mr Fry and resolved that there was no objection to the application.

Application No: 18/01018/FUL The formation of an access track to serve ground worker's yard (retrospective). Land OS 1900 North of Tengore Lane.

The applicant's agent addressed the PC and said that the application was due to previous comments made by the PC.

It was proposed Mr Brand, seconded Mr Fry and unanimously resolved that there was no objection to the application.

Application No: 18/01132/FUL Proposed single storey side and rear extensions. 1 Orchard Close, Shute Lane.

There being no comments from neighbours, it was proposed Mr Shire, seconded Mr Ellerbeck and unanimously resolved that there was no objection to the application.

Application Nos: 18/01094/FUL & 18/01095/LBC The Carrying out of repairs, improvements and enlargement to existing barn to be used for domestic storage. Homeleigh, Hermitage Road, Upton.

This was felt to be a vast improvement and it was proposed Mr Ellerbeck, seconded Mr Turpin and unanimously resolved that there was no objection to the application.

Application No: 18/00891/FUL Change of use of agricultural storage barns to domestic storage and workshop for LS House, change of use of barn to 1 holiday let, change of use of root cellar to 1 dwelling, erection of a swimming pool, siting of tennis court and change of use of agricultural land to domestic use (Part retrospective application). Land OS 5560 Crouds Lane.

The applicant's agent was invited to address the PC and gave details regarding the reasons for the application. Further clarification was requested from the agent regarding various matters. The Chairman said that a site meeting had been held. 10 letters of representation have been received. A member of the public did however raise concerns regarding the root cellar.

The Chairman said he had been in touch with the Planning Officer and the PC should determine the application on what is before them.

The former Chairman of the PC was invited to read the contents of an email which he and the former Vice-Chairman had received, sent at 11.29am this morning. This offered up a range of mitigation which by their nature fundamentally changed the application and it was agreed should not be taken into consideration in the PC's deliberations. It was felt this sort of engagement should have taken place a long while ago.

The application was then debated by the PC and the following matters were raised:

It was considered that the majority of the reasons for refusal of the previous application were relevant to the present application. These were read to the meeting.

There are more than sufficient holiday lets in the locality.

The number of guests are not necessary to justify such a large site.
There is issue with the scale of the building surrounding the swimming pool and structure.
There are also issues with the Business Plan which do not tie up e.g. the lack of public transport etc
The Design & Access Statement implied the approval would support other local assets owned by the applicant but it was agreed this should be disregarded.
The visual impact and size of the dwelling was raised. This is an open market dwellinghouse being built on agricultural land in open countryside which it was not felt could be supported.
It was agreed that it is essential the development is supported by a Section 106 agreement in order to avoid fragmentation and to bind LS House with any associated development on the site.

Should the Planning Authority be minded to approve the application then a Section 106 Agreement is essential and that all traffic associated with the development should be bound by a legal agreement to use the access onto Shute Lane in order to protect Crouds Lane.

Discussion concluded with it being unanimously resolved that the PC object to the application for the reasons mentioned. It was also agreed that the email received should be sent to the Planning Officer for inclusion on the website.

The Chairman said he would work with the Clerk to draft the reasons for objection and share with Councillors.

Applications Nos: 18/00358/FUL and 18/00359/LBC The carrying out of internal alteration to include demolition of outbuildings, erection of single storey and part two storey rear extension and erection of a replacement porch. Thatch Cottage, Hermitage Road, Upton.
There are also applications on the website regarding work to trees that have been permitted.

10. 10.1 Appointment/Confirmation of members to existing committees:

Village Hall (3): Mr Foy and Mr Stoddart-Stones. A third PC representative to be appointed at a later date.

10.2 Appointment/Confirmation of Working Groups/Officers:

Planning: Mr Cox, Mr Brand and Mr Shire

Environment/Tree Warden: Mr Shire

Highways: Mr Foy

Community Safety/Neighbourhood Watch: Mr Turpin

Footpath Officer: Mrs Elliott

Accounts: Member/Team to carry out internal review: Mr Cox, Mr Brand, and Mr Stoddart-Stones

Community Warden/Lengthsman Co-ordinator: Mr Shire will remain Parish Co-ordinator. Mr Ellerbeck will inform the other Parishes that he is resigning as Project Co-ordinator and enquire if any of them would like to take this on.

Parish Website: The Chairman will speak to Mr Godfrey to see if he is willing to continue.

11. Review of delegation arrangements/terms of reference for committees

12. Review of appropriate standing orders and financial regulations.

13. Review of representation on or work with external bodies and arrangements for reporting back

14. Review of inventory of land and assets including buildings and office equipment

15. Confirmation of arrangements for insurance cover in respect of all insured risks

16. Review of the Council's policy for dealing with the press/media

It was agreed that agenda items 11 to 16 above should be dealt with over the next three months.

17. Village Hall and Recreation Ground:

17.1 Finances: Mr Ellerbeck reported that these are in a good healthy state. There will however be some hefty bills coming in shortly.

17.2 Security: Work is taking place at the present time. They are looking at ways of funding CCTV.

17.3 Play Area: Mr Foy said that he has instructed the contractors regarding the remedial works to the skate park. A gate needs to be sorted out and also the work to the edges of the play area.

17.4 Cricket Club: Mr Ellerbeck said that he has received a suggested contract from the CC. There are however, some areas he is not quite happy with and he is going to suggest a meeting between members of the VHC and the CC.

17.5 Any Other Village Hall matters - None

18. Finance:

18.1 Balances and Accounts for Payment

Unity Trust Account Opening Balance at 1st April 2018		28,392.90
Less 3 rd April Clerk's Salary (March) pd by SO	300.00	
1 st May Clerk's Salary (April) pd by SO	300.00	
Payments agreed last meeting	<u>753.94</u>	<u>1,353.94</u>
		27,038.96
Add Tengore Solar Community Benefit		1,809.60
SSDC Precept/Grant		<u>18,570.00</u>
		<u>£47,418.56</u>
A/cs for payment		
CW - Fee for April	583.00	
Moss killer for tennis courts	<u>57.98</u>	640.98

The PWB Loan Balance Outstanding as at 31 March 2018 was £18,129.33.

The Clerk reported that the insurance will be due for renewal on 1st June but the documents have not as yet been received. There are new Insurance Brokers this year but they have said that they have negotiated with Aviva to keep prices the same and honour any long term agreements. The Council did sign an agreement with AON last year to renew for 3 years in order to receive a 5% discount. As the next PC meeting is not until 5th June it was unanimously resolved that this be paid out of meeting and that the above account be paid.

18.2 Signatories to Bank Account

As Mr Fry and Mr Ellerbeck are resigning from the Council, the Chairman, Mr Cox and Mr Turpin agreed to become signatories to the Bank account. It was therefore resolved as follows:

that the people named in the Bank Changing Signatories Form (Mr Cox, the Clerk, Mr Foy, Mr Brand and Mr Turpin) will be authorised signatories on all accounts
that instructions and changes will be given in line with the mandate
that the PC is aware Unity Trust Bank may not make enquiries before acting on instructions given by any authorised signatory
the PC will notify Unity Trust Bank of any changes to the organisation in writing.

The Clerk explained that Unity Trust would be notified of the further changes required once they have confirmed that Mr Brand has been added as a signatory.

18.3 Audit of Accounts for Year ending 31st March 2018

The Clerk provided Councillors with copies of the Cash Account, the FBT A/c and the Petty Cash A/c and said that the accounts are to be delivered to the Internal Auditor on the 9th May in order that the PC can confirm approval at the June Meeting. The date for the External Audit is the 11th June.

19. New Data Protection Regulations - This was dealt with under Matters Arising.

20. Community Warden Scheme

The CW has topped up the new section of the Village Green with more grass seed and trimmed back brambles encroaching on the footway opposite the shop. He is also to carry out further work to the tennis courts, weather permitting.

21. Neighbourhood Watch/Community Safety/Civil Contingencies - There was nothing to report.

22. Representative Reports and any other matters regarding:

22.1 Highways:

22.1.1 Traffic Calming: Mr Foy is to liaise with Mr Ruddle regarding a small highways scheme.

22.1.2 Speed Indicator Device: Mr Tucker reported that High Ham are interested in sharing a SID and Aller are wanting to know more. Mr Foy is to liaise with Mr Tucker and the Parishes regarding this.

It was said that the CW is qualified to undertake any work in connection with the locating of the SID etc.

22.1.3 Speedwatch: The Chairman offered to host a meeting of those parties who had expressed an interest in setting up a CSW in the village together with a representative from the authorities to explain how this works. The Clerk will contact the parties concerned.

22.1.4 Update on other highways matters: Crouds Lane will be closed from 9 May and is expected to last for 5 days to enable the repair of a leaking ferrule in the road.

22.2 Environment: Mr Shire reported that dog fouling has taken place in Shute Lane and Cross Lane and the Dog Warden has visited and put up signs.

22.3 Footpaths: Proposed new Footpath at Hammocks Drove: SCC's ROW Officer has said there are still one or two issues regarding land ownership. Mr Walford has

suggested as an alternative that a permissive path might be worth exploring. Mr Turpin and Mrs Elliott were asked to investigate this matter and report back.

23. Correspondence – There was no correspondence other than that previously forwarded to Councillors.

24. Date of next meeting - 5th June 2018

25. Any Other Business/Items for next meeting

The new Wessex Water pipe liner replaced in Knole to help downstream flow, might be letting in surface water from the drains and to check this WW have used cameras to investigate.

The pads on the defibrillator at Knole are to be replaced free of charge.

Complaint has been received that a wall on the southern most boundary of the listed building known as Long Sutton Farm House, Martock Road, has been taken down without permission, to form a new vehicular access from the property and a large shipping container has been positioned in the garden from which a carpentry business is being run. The new vehicular access is on to a private road that then leads to the public highway. SSDC will be contacted regarding this.

The meeting closed at 9.40pm