

Minutes of Meeting of Long Sutton Parish Council
Held at the Hall on Tuesday 2nd February 2016 at 7.30 pm

Present: Councillors, Mr R W Fry (Chairman) Mr T P Shire, Mr P A F Godfrey, Mr J Foy, Mr D R C Agnew, Mr J A Ellerbeck and Mr M Turpin County Councillor Mr D Ruddle, District Councillor Mr S Pledger and 7 members of the public.

Public Observations/Question Time

Mr Huggard reported regarding the foul sewerage problems at Crouds Lane, a letter regarding this having been received by the PC from his wife. He said that the problem not only affected Crouds Lane but all over the village.

The Chairman said that Wessex Water have acknowledged that there is a capacity issue and the PC is aware that this is a serious matter which is on the agenda for discussion later in the meeting.

Mr T Brake informed the PC of his planning application for an agricultural worker's dwelling at Longmarsh Lane and invited the PC to attend a site meeting.

Apologies for Absence: Councillors Mr G Farenden and Mr N E Pomeroy

1. Declarations of Interest

The Chairman, Mr Fry declared a personal interest in respect of the Planning Application No: 16/00091/FUL in respect of Lower Munday's to be discussed at item 6 on the agenda.

2. Minutes of meetings held on 5th and 12th January 2016 (previously circulated). It was proposed Mr Godfrey, seconded Mr Agnew and unanimously resolved that the minutes of both meetings were approved as a correct record. These were then signed by the Chairman.

3. Matters Arising

Village Hall Annual Return to Charity Commissioners: The Chairman confirmed that he had completed this.

Parish Emergency Plan: The Clerk is to contact Mr Gould.

4. County Councillor's Report

Mr Ruddle reported that the Council Tax is going to go up and will equate to around £70 a year for Band D.

They are trying to join forces with other Authorities in order to share services. Highways are looking to merge with Devon and Cornwall in order to get a better package. There is no choice as they are not getting the grants they were previously getting.

There is a Council meeting on the 17th February, the main aspect being devolution.

On being questioned he said that around £2.2 million of the £70 increase in tax would be allocated for dredging. This is on top of the contribution by the Environment Agency etc.

There is also discussion taking place regarding the Community Infrastructure Levy and the small proportion which it is being proposed should be allocated to the communities.

5. District Councillor's Report

With regard to planning, Mr Pledger reported regarding The Bell at Curry Rivel where concerns had been raised regarding the condition of the property which has been an eyesore for years. The owners had permission for conversion work but this had expired. It has therefore been decided to proceed with enforcement action to either get them to improve the property or sell it. He also reported regarding the half built houses at Water Street, Martock. Building ceased due to Brookvale Homes having gone bankrupt. They were to have given the Council 12 houses which was reduced to 10. Four houses have however now been agreed with the owners of the site, Devon & Cornwall Housing Association, with an uplift on the site if they make over 12%.

Regarding recycling collections Mr Pledger said he should know more next month.

6. Planning

Applications for consideration:

Application No: 16/00091/FUL Proposed single storey courtyard infill extension. Lower Mundays, Mundays Court Lane.

It was proposed, seconded and resolved by a majority (the Chairman abstaining) that the Council did not object to the application.

Application No: 15/05701/FUL Conversion of outbuilding for use as an annexe. Spring Villa, New Street. Amended Plans.

A letter of objection had been received from the neighbour. The applicant was present at the meeting and answered questions raised by the PC regarding the proposal and indicated that he would be happy to have a 106 Agreement attaching the annexe to the property.

Following discussion and a reminder of the objections previously raised, it was felt that further information was required before a decision could be made. It was proposed, seconded and resolved with the agreement of the applicant that a site meeting would be held at 4.00pm on Tuesday 12th February followed by a Council meeting at the Village Hall at 4.45pm.

Application No: 16/00068/FUL Replacement of four fixed pane windows with wood grain effect opening casements. Old Stables Cottage, Knole.

It was proposed seconded and resolved by a majority (Voting 6 for 1 against) that the Council did not object to the application.

Permissions granted by SSDC:-

Application No: 15/05132/FUL Conversion of outbuilding into a two bedroom annexe, the erection of a garage and proposed two storey rear extension to dwelling. The Old Vicarage, Knole Causeway.

Application No: 15/05324/FUL Proposed erection of a single storey detached garage at Farringdon House, The Green.

A copy of the Permission in respect of Application No: 15/00986/FUL Erection of a detached dwelling and change of use and alterations of existing annexe building to form a separate dwelling (Part Retrospective) (Revised Application) Land south of Greystones Off Crouds Lane.

7. Parish Foul Drainage Arrangements

The Chairman advised the PC of previous correspondence with Wessex Water regarding this matter.

Following discussion it was proposed by Mr Ellerbeck that the PC calls a village meeting with Wessex Water and DC representation to discuss the Parish foul drainage arrangements. This proposal was seconded by Mr Foy and passed unanimously.

The Chairman will contact Wessex Water.

8. Village Hall and Recreation Ground:

8.1 Cricket Club Project Funding: Mr Pomeroy being away at the moment, it is not known if this matter has been discussed by the VHC.

8.2 Single Fire Door, rear of stage: Mr Shire reported that this is being dealt with by Mr Pomeroy.

8.3 Any other Village Hall Matters

It is not known if up to date quotes have yet been obtained for the windows which require replacement etc.

The Chairman said that a lot of his time is taken up with PC business and he would like to relinquish his role on the VHC as he cannot do any more. Following discussion it was proposed by Mr Ellerbeck that one of the PC positions on the VHC is done on a 6 month rolling rota and he put his name forward for the first 6 months. This proposal was seconded by Mr Agnew and passed by a majority.

9. Finance:

9.1 Balances and Accounts for Payment

Business Reserve A/c	<u>£18,173.27</u>
Current A/c	12,608.53
Less Payments made Jan (to include Allotment Training fee of £30)	<u>1,363.00</u>
	11,245.53
Add Allotment Rents	<u>180.00</u>
	<u>£11,425.53</u>
Lengthsman A/c	10,678.93
Less Pd Jan meeting	<u>1,505.78</u>
	<u>£9,173.15</u>
A/cs for payment:	
Mr P Godfrey – Laptop & Software	474.00
Clerk's Salary	300.00
Mrs P Allen – Stationery £6.50 & Printer Cartridges £29.32	35.82
Lengthsman A/C:	
CW's fee for January	1,591.25
LS Chipper hire	40.00
Aller – Chipper Hire and Brush	<u>39.00</u>
	1,670.25

A vote of thanks was given to Mr Godfrey for obtaining the laptop and software.

It was proposed by the Chairman, seconded Mr Ellerbeck and resolved by a majority (Mr Godfrey abstaining) that the accounts be paid.

A reminder has been received that the web hosting fee is due amounting to £50.40. This is payable every two years. It was agreed that Mr Godfrey would try and set up a direct debit for this.

It was agreed that the PC needs to revisit its Financial Regulations and explore the position regarding BACS payments.

9.2 PC IT Equipment: Mr Godfrey confirmed that a laptop had been purchased and this had been loaded with the appropriate software. Mr. Godfrey will visit the Clerk to assist with the setting up of the printer and the internet.

10. Allotment/FBT Agreements and Rents

Having attended an allotment training event, Mr Ellerbeck reported that the legal definition of an allotment is 40 poles maximum. The land currently let by the PC does not therefore come under the definition of an allotment. Allotments fall under a law for allotments and there is an obligation on the PC to try and establish the need for allotments and if requested by a minimum of 6 people, to provide these. There is no time limit imposed in which this should be carried out. Formats for agreements are available from the National Association of Allotments.

It was agreed that something should be placed in the Newsletter and on the website in order to ascertain interest. If a need is not established then it will be necessary to convert the present tenancies into Farm Business Tenancy Agreements.

Mr Ellerbeck agreed to draft a letter appraising the present tenants of the situation.

11. Community Warden Scheme

Mr Ellerbeck reported that he has had meetings with Mr Foy, Chris Cooper of Streetscene and most of the other co-ordinators from the other Parishes. He explained to them the restrictions on the PC due to a turnover of over £25,000. HMRC would look on LS as the sole employer of the CW as we signed the Contract and this would entitle him to certain benefits. This would not be the case however if he is employed by each of the Parishes individually. The present contract comes to an end on the 31st of March. After some discussion SSDC have said that they will provide all his equipment on a 4 year rolling basis, all his training, he will have access to their equipment, his van and equipment will be serviced free of charge and they will provide all his clothing and safety equipment. The other Parishes are happy to employ him and pay him on an individual basis. Craig, the CW, is happy to invoice the Parishes individually, his only concern being payment. He would prefer to be paid by BACS but it will be up to the Parishes how they arrange to pay him. His wages will remain the same in view of the benefits he would be receiving from the DC.

Mr Ellerbeck said that he is attempting to draft a contract to be used as a template by the Parishes but may need to seek further advice. Once completed he will forward to everyone for their approval.

The Chairman thanked Mr Ellerbeck for all his work.

12. Members Code of Conduct

Mr Ellerbeck will update the Code of Conduct in line with the new Standing Orders.

13. Parish Website

Mr Godfrey reported that the training course is to start tomorrow.

The only other outstanding matter is the Freedom of Information policy.

14. Neighbourhood Watch/Community Safety/Civil Contingencies

- 14.1 First Aid Courses and Defibrillators:** Mr Ellerbeck reported that there is a Charity that puts defibrillators into Schools. He has spoken to various people in connection with the School who are in favour of this and he is waiting to hear from the Charity if the bid is successful.

He also updated the Council regarding First Aid Courses. He said that he had asked for volunteers via the Parish Newsletter, the Roundabout and the Website. Up to now he has a list of 12 volunteers. He informed the PC that the village does in fact have two First Responders.

- 14.2 Police report for Area North:** 97 investigated crimes for January, 29 arrests and 23 reports of ASB.

15. Representative Reports and any other matters regarding:

- 15.1 Highways:** Mr Foy said that he has chased Mr Weeks of Highways and said that we want a firm date for work to the Green, but as yet he has had no reply. He has also added to the list of items requiring attention the finger signpost at Hardings Hill.

It was also reported that the road from Sutton Cross to Martock Road has some bad potholes and that the CW was slightly concerned regarding the cutting of the grits on the northern side of Knole because of flooding issues, but the rest of the grits have been attended to.

- 15.2 Footpaths:** Mr Turpin reported that he had marked out with Mr Sheppard the stiles etc requiring attention at Knole.

- 15.3 Environment:** Mr Shire reported on the meeting he had attended on the 13th January for Parish Environmental Wardens regarding environmental issues and the services they can provide. If we have any issues regarding overgrown hedges etc. if we contact them, they will inspect and take the necessary action such as writing to the property owner. If action is not then taken this could become a legal issue. If we have a big issue that the CW cannot deal with they will also come out. It may be in some cases that they will give a price for the necessary work. Mr Turpin reported that on the A372, from Somerton Cross towards Ilchester, waste is being pumped from the fields on the right-hand side.

16. Correspondence:

Citizens Advice who wish to include an advert in our Newsletter regarding Macmillan Welfare Benefit and Grant service. It was agreed that the Parish Newsletter is just for advertising matters within the Parish and they should be referred to the Roundabout.

A request has been received for classic cars on the Green on 21st May. This has been allowed for the past few years and following discussion it was agreed that consent should be given on the same terms as for last year, but with a donation being made towards the Village Hall.

SSDC Licensing have created a guidance document for people thinking of holding a street party to celebrate the Queen's 90th Birthday. No further communication has been received from the WI regarding this matter.

A303/A358 corridor public information events. Highways England are planning several information events in late February. Mr Godfrey, Mr Ellerbeck and Mr Turpin indicated their interest in attending the one to be held on 22 February 2016 at The Podymore Inn. Mr Godfrey will respond.

17. Date of next meeting - Extra-ordinary meeting 4.45pm on 12th January 2016 to consider Planning Application 15/05701/FUL. Normal monthly PC meeting 1st March 2016.

18. Any Other Business/Items for next meeting

There being no other business the meeting closed at 10.07 pm