

**Minutes of Meeting of Long Sutton Parish Council**  
**Held at the Hall on Tuesday 4<sup>th</sup> July 2017 at 7.30pm**

**Present:** Councillors: Mr J A Ellerbeck (Chairman), Mr R W Fry, Mr P A F Godfrey, Mr M Turpin, Mr T P Shire, Mr G R Cox and Mr J Foy. County Councillor Mr D Ruddle, PCSO Malissa Thompson and 13 members of the public.

**Apologies for Absence:** Councillor Mrs H Ibbotson and District Councillor Mr G Tucker.

**Public Observations/Question Time:** A member of the public asked for a copy of the report on the speeding survey which had been carried out by SCC at Martock Road some two months ago in order to write to the Police. Mr Foy said that he would print this off.

**1. Election of Chairman**

The Chairman, Mr Ellerbeck said that he had been standing in as Chairman for the last two months and now wished to resign the position. He therefore proposed that Mr Robert Fry should be elected as Chairman. Mr Fry being willing to accept the post, the proposal was seconded by Mr Cox and it was unanimously resolved that Mr Fry be elected as Chairman.

Mr Fry then took the Chair.

**2. Election of Vice-Chairman**

The Chairman requested nominations for Vice-Chairman. Mr Ellerbeck was proposed by Mr Godfrey. Mr Ellerbeck agreeing to accept the post, the proposal was seconded by Mr Turpin and it was unanimously resolved that Mr Ellerbeck be elected as Vice-Chairman.

**3. Casual Vacancy**

The DC have confirmed that there have been no requests for an election and that the PC may proceed to fill the vacancy by co-option.

There have been two applications for the post, namely Mr Tim Brand and Mr Nigel Stone. Mr Gould, a previous applicant having withdrawn his application.

The two applicants were invited to address the PC, following which Mr Brand was proposed by Mr Ellerbeck and Mr Stone was proposed by Mr Cox.

It was unanimously resolved that a paper ballot should take place.

The ballot papers were counted by the Clerk and shown to the Chairman. These resulted in the following:

Mr Stone 3 votes and Mr Brand 4 votes.

The ballot papers were then destroyed by the Clerk.

It was proposed Mr Ellerbeck, seconded Mr Godfrey and unanimously resolved that Mr Brand be co-opted onto the Council.

Mr Brand having signed a Declaration of Acceptance of Office was invited to join in the meeting.

The Chairman suspended the agenda to allow PCSO Malissa Thompson representing PCSO Fiona Wilson, to address the PC.

She said that the Church at Long Load which had been converted into a property, had been broken into, otherwise no other matters were reported.

Mr Ellerbeck informed her of the continued damage caused to the VH and the Pavilion by two youths in the area and requested greater Police presence. He said that further details could be provided out of meeting.

#### **4. Declarations of Interest**

Mr Ellerbeck declared an interest as a neighbour in the Planning Applications regarding West Knole House to be discussed at item 9 on the agenda.

**5. Minutes of meeting held on 6th June 2017** - It was resolved that these be signed by the Chairman as a correct record.

#### **6. Matters Arising**

**CCS Workshop 13<sup>th</sup> July:** The Clerk reported that she was unable to book any places as they have all been allocated.

**Access 20 Langport Road:** The Planning Officer has sent another letter to the householder reminding them of the need to apply for permission and that in the meantime, due to highway safety concerns, the access should not be used.

#### **7. County Councillor's Report**

Mr Ruddle reported that the County Council is getting back to normal following the elections. Most of the committees are now all restructured. He is Chairman of the Audit Committee. Last year they overspent by a million pounds. Adult and Children's Services add a lot of pressure on the budget. He also reported on the problems regarding various major road improvement proposals including the Henlade Bypass.

Various planning issues were raised by members of the PC, including the last minute notification of changes in applications when the PC have been given a time limit to comment, the updating of the DC's website regarding these changes and the undue pressure placed on the Committee by Planning Officers at the recent Area North Meeting.

Mr Ruddle said that he would be happy to take this up and to speak with Gerard Tucker but he advised that the PC write to David Norris the Development Manager explaining the issues.

The Chairman will draft a letter.

#### **8. District Councillor's Report**

Although District Councillor Tucker was unable to be present at the meeting, he had provided the following report:

The Area North meeting in June concentrated on Highways and Streetscene. He was disappointed with the content of the Highways report. Basically it gave a list of roads that were topped dressed last year and those to be topped dressed this year. He would like to have seen a little more emphasis on other items such as the number of pot holes reported and average response rate etc. The report also included a table of grass cutting, emphasising when the different class roads are likely to be sorted. Within Turn Hill Ward there are incidents of the operator 'taking out' many road signs and other street furniture.

In the last year there have been 2 reported incidents of fly tipping in LS. Generally there is a growth in the number of fly tipping incidents which is put down to the prevention of trailers and small vans using the recycling facilities without charge. This is being monitored.

The planning application for LS House to amend the previously approved conditions was also considered.

Since the last meeting of LSPC he had been asked to input on the planning application at the Village Stores for the creation of a café area. Having ensured each of the concerns

raised by the PC had been covered in the subsequent conditions, the application was approved.

At Full Council recently the continuation of the Transformation programme was debated. This is not only of internal importance as the changes in roles and responsibilities is likely to impact across the District.

## **9. Planning**

### **Applications No: 17/02099/FUL and 17/02100/LBC Alterations and conversion of barn into 1 No. holiday let. West Knole House, Knole.**

It was proposed Mr Godfrey, seconded Mr Ellerbeck and unanimously resolved that there was no objection to the application with the proviso that the building be tied to West Knole House.

### **Application No. 17/02010/FUL Change of use of land to residential, demolition of stables and erection of domestic outbuilding to be used in connection with existing dwelling (Orchard Farm). Orchard Farm, Knole.**

An amended plan had been received showing a reduction in the height of the building. Following discussion, in which the applicant was invited to clarify various matters, it was proposed Mr Ellerbeck, seconded Mr Brand and unanimously resolved that the PC has no objection to the application in accordance with Plan 100B with the proviso that there is some landscaping carried out at the rear of the building and that the Footpath (although not a planning issue) is maintained open.

### **Application No: 17/02518/FUL 1 Sunpipe and 2 casement windows. The Stables, Martock Road.**

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

### **Application No: 17/02463/FUL Erection of an implement store. Land adj The Dairy House, Bineham Court, Bineham Road, Knole.**

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

Permissions granted by SSDC:-

Application No:17/01425/FUL Change of use from A1 (shops and retail outlets) to A1/A3 (food and drink), plus repair and extension of external store and various general repairs, decoration and alterations to include reinstatement of signage and installation of defibrillator. LS Stores, Martock Road.

Application No: 17/01426/LBC Internal and external alterations to include part change of use from shops and retail outlets (Use Class A1) to a mixed use of shops and café (Use Class A1/A3), alterations and extension of external stores and greenhouse, reinstatement of signage and installation of defibrillator. LS Stores, Martock Road.

Application No: 17/01640/LBC Demolition of part of side boundary wall to provide vehicular access to dwelling. Thatch Cottage, Hermitage Road.

## **10. Village Hall and Recreation Ground:**

### **10.1 Formation of Committee**

Mr Ellerbeck reported that a meeting of the VH&RG Committee was held, the minutes of which have been circulated.

Tim Shire has agreed to take on maintenance. Chris Vigar has agreed to sit on the Committee but due to heavy commitments cannot take on any other role other than Cricket Club representative and he has agreed to act as Treasurer until Christmas.

A notice has been placed on the noticeboards and is being placed in the Newsletter and the Roundabout requesting volunteers to fulfil the role of Chair, Treasurer, Booking Clerk and Secretary.

There was discussion regarding the role of Booking Clerk with the introduction of the new Hallmaster electronic booking system.

An email had been received from Mr Farenden regarding a person who would be willing to take on the role of Booking Clerk for a monthly sum paid 3 months in advance, but the PC felt that they would need to meet the person concerned. Any monthly payment could also give rise to other complications such as PAYE etc. An honorarium of £500 p.a. has previously been paid in respect of the Booking Clerk and there was discussion regarding this figure.

At the Committee meeting it was agreed that if a Committee could not be formed then serious consideration may have to be given to shutting the VH until a management committee was in place.

### **10.2 Interim Arrangements**

At the moment, Mr Godfrey and Mr Ellerbeck are looking after bookings. Mr Ellerbeck said that he has cheques to pay into the VH Bank Account which he will do once he has received authorisation to access the account.

There will be no VH meeting in July.

There was discussion regarding approaching other regular users of the hall such as the WI and Gardening Club as to whether they would like to appoint someone to represent their interests on the Committee. This was considered a good idea.

### **10.3 Finances**

At the moment Mr Godfrey is the only person able to access the VH Bank Account. The balance held at the present time is approximately £5,500.

Mr Godfrey said that the Hallmaster system is running on a trial basis until the end of the week. Mr Ellerbeck proposed that if Mr Godfrey notifies the Clerk of the details of the payment required, she should set the payment up on line from the PC's account. This was agreed.

### **10.4 Steering Group Activation**

Mr Foy agreed to head up the Steering Group to establish the state of the Village Hall and whether the building and its land is fit for purpose. District Councillor Tucker will be a member of the Group and also Tim Brand. There will also hopefully be people from the village.

Mr Shire said that he had been in touch with a Building Inspector who would require a BACS payment of £200 plus VAT on provision of a survey report.

In relation to immediate matters, a second quote of £3097.89 plus VAT has been obtained in respect of the VH Lighting.

Mr Ellerbeck said that he is also meeting with another person at the Hall tomorrow for a further quote.

Following discussion, it was agreed that the items highlighted in the recent electrical inspection report as requiring immediate attention should be acted upon without delay and Mr Ellerbeck agreed to obtain quotes for the rectification of these faults.

## **11. Finance:**

### **11.1 Balances and Accounts for Payment**

<b>Unity Trust Account</b>		45,057.64
<b>Less</b>	A/cs paid last meeting	865.26
	Paid out of meeting;	
	Greenslade Taylor Hunt - FBT Agreements	450.00
	Service charges	18.00
	Clerk's Salary by SO	<u>300.00</u>
		<u>1,633.26</u>
		43,424.38
<b>Add</b>	FBT Rents	<u>1,274.50</u>
		<b><u>£44,698.88</u></b>

#### **A/cs for Payment:**

The CW's invoice for June will not be available until tomorrow.

Tax on Clerk's Salary – Mr Foy is to check the amount payable.

Mrs P Allen – Administration costs:

Printer Cartridges £84.74, Paper £10.00	£94.74
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It was proposed Mr Ellerbeck, seconded Mr Turpin and unanimously resolved that the accounts be paid once all the sums are known and also the Hallmaster invoice.

#### **11.2 Solar Generation**

Mr Ellerbeck said that he had received the file from Mr Farenden.

He had tried to discuss the income generated with SSE but they will only discuss the account with the 'Generator' who is the named person on the 20 year contract (Mr Farenden) unless he sells it. Mr Farenden has agreed to continue until Christmas. It has been suggested that the Proper Officer/Clerk is made the Generator. Mr Foy said that he would be prepared to read the meter and submit the readings.

Mr Ellerbeck proposed that the role of Generator of the Solar Panels is passed to the Parish Clerk and that Mr Foy's kind offer is accepted. This proposal was seconded by Mr Brand and unanimously agreed.

There was discussion regarding the amount which has been received and the loan repayments that have been made. The Community Benefit from the solar development at Tengore is used towards the repayment. This benefit is paid yearly for 10 years and has another 7 years to run.

As it stands at the moment the income would not appear to be sufficient to meet the payments. It was thought however that a reading is probably due.

When the original presentation was made to the PC it was suggested that any excess income should be paid to the VH but the PC agreed that it should retain this as it is responsible for repayment of the loan.

Mr Ellerbeck said that it had always been his opinion that any excess income should be used towards repayment of the loan. It was agreed that the matter should be revisited at the next meeting and in the meantime a meter reading should be submitted.

#### **12. Community Warden Scheme**

The CW's invoice and report will be available tomorrow.

Mr Godfrey requested that the CW be asked to cut the hedge by the car park in Shute Lane as this is encroaching onto the pavement.

Mr Ellerbeck confirmed that he will take on the painting of the finger signpost at Knole, thus avoiding the necessity to hire traffic lights.

### **13. Parish Website**

Mr Godfrey reported that the Hallmaster system in respect of VH bookings, has been integrated into the VH page of the Website.

### **14. Neighbourhood Watch/Community Safety/Civil Contingencies**

Farmwatch: Mr Ellerbeck reported that for the second time around, 3 lambs had been taken at Merriott and slaughtered nearby. Otherwise he had nothing further to report.

There has been no report from the Community Safety Officer.

### **15. Representative Reports and any other matters regarding:**

#### **15.1 Highways**

**15.1.1 Triangle Shute Lane:** Mr Shire reported that the work has been carried out. He would however like to stake and tape this for protection.

#### **15.1.2 Work to lower end of Village Green**

Mr Foy said he has heard nothing from Chris Weeks of Highways regarding match funding or carrying out the work.

Mr Shire said that he had received a quote of £2298 plus VAT from Avalon Surfacing. It was explained for the benefit of new Councillors that the work is to prevent the erosion of the lower end of the Green due to parking etc. It had originally been proposed to erect bollards but kerbing and associated works has been decided upon. Mr Ellerbeck proposed that this quote is accepted and that some of the money from the grant of rights of way over the Green should be used for this purpose. The proposal was seconded by Mr Brand and unanimously agreed.

The Chairman and Mr Shire will meet the Contractor on the Green prior to the work being commenced.

**15.1.3 Junction of Shute Lane/B3165 – Nothing to report**

#### **15.1.4 Update on other highways matters.**

Mr Foy said that he had chased in respect of the SID location at Upton Bridge Farm and also the bracket for the SID at Martock Road and has been told the works are on order.

There was discussion regarding the speeding report received.

Mr Shire raised the matter of the finger signpost at the bottom of Hardings Hill which is still in need of repair. Mr Foy said he would chase this up.

Mr Cox raised the poor quality of the cutting of the grass verges around the Parish. Mr Foy will find out to whom representation should be made regarding this.

Mr Ellerbeck requested that a note of appreciation be sent to Mr Antony Reed who has carried out the cutting of the verges at the end of Knole/Bineham.

#### **15.2 Environment**

Mr Cox reported on water cascading down Ilchester Lane/Dock Hill. He understands that Wessex Water have denied responsibility and it might be that the pipe is leaking in the pc's field. Mr Shire will speak to Ian Ryan of Wessex Water.

#### **15.3 Footpaths:**

##### **15.3.1 Proposed new Footpath at Hammocks Drove**

The Agreement has now been completed and signed by the Walford family. It was proposed Mr Godfrey, seconded Mr Shire and unanimously resolved that the Agreement should be signed by the Chairman and Mr Turpin on behalf of the PC. The Clerk to forward the Agreement to SCC Rights of Way

### **15.3.2 Bridle Path around Knole/Ilchester Lane**

It was reported that this Path is obstructed by gates, which although they can be climbed, make it difficult for horse riders. It was agreed that a letter should be sent to the landowner requesting that the gates be removed.

### **16. Correspondence**

Langport TC – Seeking support for their bid for EU funding regarding the Langport River Project. It was agreed that a letter should be sent in support.

An email was received regarding the vacant property at Knightlands Lane. The Housing Association have been notified that the PC has no objection to the proposed allocation.

**17. Date of next meeting** - It was agreed that as there are a lot of matters requiring attention at the present time, a full Council meeting should be held on the 1<sup>st</sup> August rather than waiting until September.

### **18. Any Other Business/Items for next meeting**

Mr Shire reminded Mr Ellerbeck that a postcode was required for the defibrillator in indelible ink.

Regarding the defibrillators, Mr Shire said that he had attended on the Saturday morning when training was given and was very disappointed there were only 9 attendees in view of the importance of this piece of equipment.

Mr Ellerbeck said that a further training session will probably be held in September.

A declaration has been made to the Pensions Regulator on behalf of the PC in respect of Workplace Pensions.

The meeting closed at 10.25pm