

NORTON ST PHILIP PARISH COUNCIL

MENDIP DISTRICT OF THE COUNTY OF SOMERSET

MINUTES OF THE MEETING held 7.40 p.m. on Friday 24 May 2002 at Palaiet Hall, Norton St Philip

Present: Councillors C. Gill, T. Hanney, I. Hasell, P. Rich (Chair), D. Satchell

In attendance: Sally Vince (clerk); 7 parishioners

Apologies for absence: V. Solanki

5222 **Declaration of Acceptance of Office**

Councillors each signed a Declaration of Acceptance of Office under the new Code of Conduct.

5223 **Election of Chair**

Cllr Hasell proposed and Cllr Hanney seconded Cllr Rich for Chair. All were in favour of this. Cllr Rich signed his Declaration of Acceptance of Office and took the Chair.

On behalf of the Parish Council Cllr Rich thanked Cllr Gill for his 'strong and positive leadership over a particularly difficult period in the village'.

5224 **Election of Vice Chair**

Cllr Rich proposed and Cllr Hanney seconded Cllr Gill for Vice Chair. All were in favour. Cllr Gill accepted this position.

5225 **Parish Council representatives**

The following representatives were agreed:

<i>Position</i>	<i>Councillor</i>
Environment	Tim Hanney
Planning	Ian Hasell
Neighbourhood Watch	Chris Gill
Church Mead Committee	Tim Hanney
Highways	Vi Solanki
Traffic and transport	Chris Gill
Business	Chris Gill
Finance	Paddy Rich and Vi Solanki
Palariet Hall Committee	David Satchell
Footpaths	Tim Hanney
PR	David Satchell
Agriculture	Mike Davis

5226 **Declaration of interests**

None

- 5227 **Open forum**
Mrs Clark requested permission to collect photographs from the Parish Council archives held by Somerset County Council. All councillors were in favour of this. The clerk will write a letter for Mrs Clark to take to County. Clerk
- 5228 **Minutes of the previous meeting (24 April 2002)**
These were signed with no amendments.
- 5229 **Matters arising**
- (i) *Strengthening work on the bridge at Farleigh Hungerford* [5210(i)]. Frank Lake of WS Atkins has responded on this matter by sending a copy of a letter from Jeff Bunting, Traffic Engineer, sent to the Parish Council in October 2001, saying: 'I can inform your Council that there are no proposals to remove the existing weight limit on Farleigh Hungerford River Bridge at the present time. I will, of course, inform your Council should the situation change.'
- (ii) *Welcome pack for new arrivals* [5210(iii)]. Cllr Solanki is awaiting information from Cllr Gill. Cllr Gill will send this to him. CG / VS
- (iii) *Water tower at Farleigh Hungerford* [5210(iv)]. There is no news on this matter. Cllr Davis to pursue. MD
- (v) *Village signs for Norton St Philip* [5210(v)]. Cllr Rich has sent WS Atkins a description and sketch of the kind of signs the Parish Council would like for the village.
- Cllr Hasell will explore the possibility of a grant from the Local Heritage Initiative. The signs could be part of a package of improvements to the village, which could also include signs for footpaths and a village map. Cllrs Rich, Davis and Hanney will discuss the project. PR / MD / TH
- (vi) *Millennium tree* [5210(vi)]. This matter is ongoing. PR/VS
- (vii) *Grounds maintenance at Farleigh Hungerford* [5219(ii)]. Colin Francis has agreed to cut the grass around the water tower.
- (viii) *Litter bin at Fleur de Lys* [5219(iii)]. The clerk will order this. Clerk
- (ix) *Highways contact with WS Atkins* [5211(iii)]. Cllr Solanki has informed Frank Lake that he is the Parish Council contact for highways.
- (x) *Grit bin outside the school* [5219(viii)]. Cllr Solanki has informed the Highways Department that grit is needed for this bin. Cllr Hanney will ask Colin Francis to empty the bin of rubbish in preparation. TH
- 5230 **Correspondence**
A list of correspondence was copied to all councillors with the agenda.

5231 **Parish Plan**

(i) Cllr Hasell and another representative from the steering group met with three representatives from the Countryside Agency on 23 May. Cllr Hasell gave a verbal report on the meeting, from which the following points are of note:

(a) There is no available model for the plan, because Norton St Philip is the first village to attempt such a project. The Countryside Agency gave recommendations on how to construct the text. The Agency would like to keep in close contact with the steering group to see how the plan progresses.

(b) The parish plan will incorporate the results of earlier research in the village not done specifically as part of the appraisal/plan formulation, in particular on traffic and the village hall.

(c) A need has been identified for further research to quantify demand for some provisions, e.g. for homes suitable for people downsizing.

(d) The plan, once formulated, must gain the support of the parish council and the village as a whole in order to become valid.

(e) A dialogue with Mendip District Council should be opened as soon as possible in order to make sure that they too are happy with the shape the plan is taking. It was agreed that this dialogue will serve the further vital purpose of preventing MDC from being lured into a dialogue with Faccenda or their agents before the plan is published. It was agreed that Cllrs Hasell, Gill and Rich, together with Cate Mack, should meet with MDC.

(ii) The clerk will obtain a copy of MDC's adopted local plan.

Clerk

5232 **Malt House / Bend Cottage**

(i) Mendip District Council carried out further emergency repairs to these buildings in December and on a recent inspection found that some of the boarding covering the ground floor windows at the rear had been forcibly removed so that it was possible for people to access the buildings. The Council is now considering serving a further Urgent Work Notice on the owner to secure the buildings. The bill for the emergency work has not yet been paid and Mendip will pursue this through the courts.

(ii) Cllr Hanney will try to obtain a copy of the process that takes place for compulsory purchase of neglected properties.

TH

5233 **Frome and Wells Magistrates' Courts**

(i) Mendip District Council has requested the support of the Parish Council for lobbying to keep these courts open. All agreed this support should be given. The clerk will respond.

Clerk

5234 **Church Mead Pavilion**

The plans have been sent to Mendip District Council. At the meeting of 24 April the Parish Council agreed to pay the £55 costs of the planning application. The costs are in fact £110 (because of the size of building). It was agreed that the Parish Council should pay this. Church Mead Management Committee has been given a signed cheque for this amount.

5235 **Traffic statement**

(i) Following the successful parish meeting on this matter, a group of volunteers has met and is in the process of formulating terms of reference for how to prioritise the aims stated in the plan and how to achieve them.

(ii) The group, under the chairmanship of Cllr Gill, will meet twice a month and report back to the Parish Council every three months.

(iii) The group may from time to time request small amounts of funding from the Parish Council to pay for printing and distribution of documents.

(iv) Through the Parish News the clerk will invite others to join the steering group.

Clerk

5236 **Highways**

(i) *Poor road surface in the High Street.* WS Atkins will check this and carry out repairs as necessary.

VS to monitor

(ii) *Sharp bend between Norton St Philip and Faulkland.* Jeff Bunting from WS Atkins is already looking at this site and it is likely that a bend sign plus maybe a sub-plate warning of the adverse camber on each approach will be erected.

(iii) *HGV routing signs.* The clerk will send copies of correspondence with Chris Young at Somerset County Council to Colette Clark for the traffic group to follow up.

Clerk

5237 **Village cleaning**

Cllr Rich has spoken to Colin Francis about his employment status. Mr Francis is happy to continue working on the basis of self-employment.

5238 **Finance**

(i) The following cheques were agreed and signed:

(See also minute 5234 above.)

£100.00 donation for Jubilee celebrations. (Note: Three councillors were for this donation and two against.) [Post meeting note: The cheque was not handed to the committee since the committee's members have decided to keep a record of expenses and claim these after the event.]

£18.00 to Norton St Philip School for rent of the hall for Parish Council meetings.

£20.00 to Palairet Hall Management Committee for rent of the hall for Parish Plan meetings.

£268.00 (£228.09 excl. VAT) to Shawn Carr for materials for maintenance of the Pavilion.

£272.37 (£231.80 excl. VAT) to Somerset Landscapes for grass cutting on Church Mead.

£226.09 to Cornhill Insurance for Parish Council insurance.

£65.84 to Cate Mack for Parish Plan meeting expenses.

£20 to Ian Hasell for Parish Plan meeting expenses.

£80.00 to Colin Francis for village cleaning.

5239 **Planning**

(i) Little Pomeroy, Farleigh Hungerford – erection of two-storey extension. The Parish Council has no objection.

Clerk

(ii) Rossett Green, 2 Fair Close, NSP – erection of a conservatory. Mendip District Council accidentally sent this to the last clerk and so it was received too late to comment on. Mendip District Council has granted permission on this application.

The clerk will write to Mendip District Council to say that the Parish Council feels that the Planning Department did not have enough information to make a decision on this application. Since the property is in a conservation area, it does not fulfil the criteria for permission.

Clerk

The clerk will write to Mendip District Council requesting assurance that this situation will not arise again.

Clerk

(iii) Tudor Cottage, Church Street, Norton St Philip – single storey extension to rear and conversion to part of loft. The Parish Council has no objection but does not want to see rooflights on the front elevation.

Clerk

(iv) Rundels House, Bell Hill, NSP – reduce crown of Eucalyptus tree. This is for information only. MDC has no objections.

5240 **Parish Path Maintenance Scheme**

Mendip District Council has sent a form to claim a grant of £100 for maintenance of footpaths in the parish. This was passed to Cllr Hanney to complete.

TH

5241 **Miscellaneous reports and information**

(i) Parish Council Seminar, Monday 27 May. Cllr Hasell will attend.

(ii) Frome Area Board, Tuesday 28 May. A planning application for land adjacent to Old Orchard, Manor Farm, has been referred to this Board meeting.

5242 **Dates of next meetings**

(i) The next meeting is scheduled for 19 June. The clerk will change this to 26 June, providing the Palairet Hall is free.

Clerk

(ii) Friday, 26 July in the Palairot Hall, Norton St Philip.

The meeting ended at 8.50 p.m.

Actions from Annual Parish Meeting

The Annual Parish Meeting was held prior to the Parish Council meeting.
The following action arose from that meeting:

Village cleaning day

This will be held on Saturday 13 July.

Cllr Hasell will draft notices for the Parish News and the noticeboards.

IH