

# NORTON ST PHILIP PARISH COUNCIL

## MENDIP DISTRICT OF THE COUNTY OF SOMERSET

### MINUTES OF THE MEETING held 7.45 p.m. on Thursday 13 May 2004 at Palairt Hall, Norton St Philip

**Present:** Councillors D. Archer, C. Gill, P. Rich (Chair),

**In attendance:** Sally Vince (clerk); 4 members of the public

**Apologies for absence:** Councillors C. Mack, T. Hanney, I. Hasell, A. Pursford

#### Public forum

None.

#### 5565 Election of chair

Cllr Archer proposed and Cllr Gill seconded Paddy Rich for the post of chair. Cllr Rich accepted and took the chair.

#### 5566 Election of vice chair

Cllr Rich proposed and Cllr Archer seconded Chris Gill for the post of chair. Cllr Gill accepted.

#### 5567 Councillor responsibilities

Since few councillors were present, this item will be deferred until the next meeting.

#### 5568 Urgent items

(i) Cate Mack has resigned as councillor, since she has other, time-consuming commitments.

#### 5569 Minutes of the previous meeting (8 April 2004)

These were signed with no amendments.

#### 5570 Matters arising

(i) Minute 5555(i), water tower at Farleigh Hungerford. This matter is ongoing. Councillors would like an update for the next meeting.

TH

(ii) Minute 5555(ii), noticeboard on Bell Hill. Geoff Clark has checked the board, which is in excellent condition but leans back and lets in water. It was agreed to purchase new perspex costing £194.74 plus VAT, which will be sufficient to renew the perspex in the Bell Hill and the Tellisford Lane noticeboards. It was also agreed to purchase a new post costing in the region of £5 for the Tellisford Lane noticeboard.

Clerk

(iii) Minute 5555(iii), bus services. It is believed that not all the services are being withdrawn. The clerk will seek clarification.

Clerk

(iv) Minute 5555(iii), pole on Bell Hill. There is no further news on this.  
The clerk will chase MDC.\* Clerk

(v) Gates to Mead. It was agreed to accept a quote from Valley Sawmills  
in Nunney for £415.00 plus VAT for refurbishing all four gates to the Mead. DA

(vi) Faccenda site. It is understood that the inspector will not be visiting the  
Faccenda site until July.

5571 **Parish Plan**

(i) Cate Mack has agreed to continue to chair the parish plan steering  
group.

(ii) Robin Campbell has submitted a bill for £800 plus VAT for work on  
the plan until 28 April. It was agreed that this should be paid once Cate  
Mack had approved the invoice. Clerk

(iii) The clerk will ask Cllr Hasell about the process for applying for the  
second half of the Countryside Agency grant. Clerk /  
IH

(iv) No progress has been made on the housing section of the plan.

(v) Councillors requested that a draft plan be completed by the end of  
June.

(vi) It was suggested that the final plan include a two-page summary that is  
copied to every household in the village, with the 20-page document being  
copied to all round-table hosts, who will lend it out to anyone interested.

(vii) It was suggested that people should be able to comment on the plan in  
writing, as well as at the open meeting.

(viii) The parish council hopes to adopt the plan at its September meeting.  
The youth section will have to be a separate document and follow on later.

5572 **Planning**

(i) Barnfield, Chatley Furlong, Norton St Philip – erection of two-storey  
extension and conservatory. Councillors have no objection and comment:  
This is diminishing the stock of small houses; councillors do not think it is in  
the best interests of the village to be reducing the number of small houses  
and increasing the number of large houses. Clerk

(ii) Barn at Lodge Farm, Iford Manor Estate, Farleigh Hungerford –  
replacement of corrugated iron roof with stone tiled roof and associated  
structural repairs. Councillors have no objection. Clerk

(iii) Lyde Green, Norton St Philip – works to trees in conservation area.  
Councillors have no objection. Clerk

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\* MDC = Mendip District Council

5573 **Correspondence**

- (i) Draft community strategy for Mendip. Cllr Rich will read and feed back if necessary. PR

5574 **Finance**

- (i) It was agreed that a new subcontractor should be found for village cleaning. The clerk will contact MDC and other parish councils to get information on what other villages do and to ask whether MDC will supply tools. Clerk

- (ii) The following cheques were agreed and signed:

- ▶ Allianz Cornhill – Parish Council insurance £309.72
- ▶ Glasdon UK Limited – three litter bins £212.70 + £37.22 VAT = £249.92
- ▶ Sally Vince – clerk’s salary £124.00 and expenses £5.00 = £129.00
- ▶ Palairet Hall Management Committee – rent of hall for meetings £10.00
- ▶ Somerset Landscapes – grasscutting on the Mead £77.90 + 13.60 VAT = £91.30

- (iii) Honorarium for Nick Davies for his work on the Faccenda appeal. Councillors agreed this in principle and will ask the steering group for guidance on a figure. Clerk

- (iv) The auditors require confirmation that councillors have undertaken risk assessment. Councillors discussed the relevant guidelines during the meeting and spoke with the internal auditor. Councillors are satisfied that all relevant items in the guidelines are being sufficiently adhered to.

5575 **Footpaths**

- (i) Frome Signs is producing paper copies of the finalised map so that the parish council can apply for listed building consent and seek Wadworth’s agreement for fixing a framed map to the outside wall of the George.

5576 **Highways**

- (i) No acknowledgement has been received in response to the clerk’s letters to Somerset County Council sent last February. The clerk will follow up. Clerk

- (ii) Cllr Archer has ascertained that the Highways Department is proposing to use tarmac and curbs for the footpath outside the Fleur, and also that it will be low enough for trucks to drive over. Cllr Archer will write to Brian Cull and copy to Frank Lake requesting that the materials should match those outside the Plaine and expressing the parish council’s concern at the path’s height. DA

- (iii) Traffic calming. It was agreed that at the next meeting progress on the traffic calming scheme should be reviewed, and an agenda agreed for the way forward. It was agreed that dialogue has up to now been too fragmented, with individual letters being written with no one co-ordinating them. Next meeting

- (v) The Traffic Action Group is investigating traffic calming schemes in other villages and the villagers’ reactions to them.

5577     **Miscellaneous reports and information**  
None.

5564     **Meetings**  
10 June 2004, School, Norton St Philip  
8 July 2004, Palariet Hall, Norton St Philip

The meeting ended at 9.40 p.m.