

NORTON ST PHILIP PARISH COUNCIL

MENDIP DISTRICT OF THE COUNTY OF SOMERSET

MINUTES OF THE MEETING held 7.45 p.m. on Thursday 9 September 2004 at Palairet Hall, Norton St Philip

Present: Councillors , C. Gill, A. Hodgson, A. Purssord, P. Rich

In attendance: Sally Vince (clerk); 6 members of the public

Apologies for absence: Councillors D. Archer, T. Hanney, I. Hasell

Public forum

(i) Church Mead had not been cut on 2 September because the contractors were on holiday.

5609 Councillor vacancy

Tony Hodgson was welcomed as co-opted councillor. Mr Hodgson signed his acceptance of office and joined the council.

5610 Declaration of interests

CLlr Rich declared an interest in planning item land adjoining the Willows, Upper Farm Close (minute 5616(i)).

5611 Minutes of the previous meeting (8 July 2004)

These were signed with the following amendment:

The last paragraph of minute 5600 should read:

CLlr Gill has been in contact with Jane Eldon at the Post Office, which is looking into the options available for running a post office in the village. Councillors will work with the Post Office if appropriate to look at the alternatives.

5612 Councillor responsibilities

Councillors agreed to take responsibility for the following areas:

<i>Area of council business</i>	<i>Councillor</i>	<i>Area of council business</i>	<i>Councillor</i>
Business	Chris Gill	Palairet Hall	Tony Hodgson
Church Mead Committee	Tim Hanney	Planning	Alan Purssord
Environment	Tim Hanney		Tim Hanney
Farleigh Hungerford	Ian Hasell	Traffic, transport and highways	Derek Archer
Finance	Paddy Rich		Tony Hodgson
		Chris Gill	Village cleaning
Footpaths	Tim Hanney	Paddy Rich	
		Alan Purssord	Village Plan
Neighbourhood Watch	Derek Archer	Paddy Rich	

5613 Urgent items

A neighbour of the green at Farleigh Hungerford has requested that the horse chestnut trees be pruned and balanced. The clerk will organise quotes for this.

Clerk

5614 **Matters arising**

- (i) Councillors are again reminded that if they are unable to make a meeting, they inform the clerk or the chair of any actions that need to be updated at the meeting.
- (ii) Minute 5909(ii), water tower at Farleigh Hungerford. Ongoing. TH
- (iii) Minute 5606(vi), disabled access. Rosemary Yarker and Cllr Archer met with Frank Lake from Highways to discuss drop pavements. One pavement, the entrance to Monmouth Paddock, was prioritised, since only one can be financed at the moment. Five other sites were discussed.
- (iv) Minute 5909(vi) Faccenda site. There is no further news on this.
- (v) Minute 5600, Post Office. (a) Cllr Rich has met with Jane Eldon from the Post Office. It is understood that the village Post Office will remain until the end of March 2005, but will then close if a buyer has not been found. Alternative part-time venues are being discussed.
- (b) It was suggested that the Parish Council could contribute to advertising costs so that the Post Office and shop could be advertised for sale more widely. Councillors were not in favour of this.

5615 **Parish Plan**

- (i) A draft plan has been sent to all councillors. A conclusion is still needed and not all of the appendices have been attached. Councillors are insistent that the plan is finished by and adopted at the October meeting and is circulated a week before the meeting.
- (ii) It was re-affirmed that the plan is a Parish Council document and needs to be agreed by the council.
- (iii) Cate Mack, Ian Hasell, Rosemary Yarker, Chris Gill, Paddy Rich, Robin Campbell and Val Fox will meet to discuss the final plan.
- (iv) It was agreed that 600 colour copies of the 24-page plan should be printed, the cost of which has been quoted as £1402.
- (v) It was agreed that Robin Campbell should be paid up to a maximum of a further £200 to complete the plan.

5616 **Planning**

- (i) Land adjoining The Willows, Upper Farm Close, Norton St Philip – erection of dwelling. No objection. Clerk
- (ii) Hassage Manor, Faulkland – erection of wrought iron gate and overthrow between existing stone pillars. No objection. Clerk
- (iii) Land adjacent, The Old Orchard, Manor Farm, The Barton, Norton St Philip – erection of detached dwelling. No objection beyond those originally raised when the Parish Council opposed the outline application. Clerk

(iv) Northmead House, 9/10 High Street, Norton St Philip – demolition of existing kitchen area and single-storey rear extension. No objection, subject to it not having the side window and reducing the size of the rooflights to reduce solar gain and light pollution.

Clerk

(v) Permission has been granted for the following applications:

- (a) 25 Springfield – erection of conservatory to rear
- (b) Underhill, 3 Fair Close, Bell Hill – felling of three trees
- (c) Boreen Barn, Bath Road – erection of conservatory
- (d) Lyde Green – erection of first floor extension
- (e) The George Inn – listed building consent for sign

(vi) Mendip District Council has refused the following application:

- (a) Springleaze Farm – use of agricultural buildings for B1 and B8 uses together with ancillary sales of garden equipment machinery and erection of entrance canopies.

5617 **Correspondence**

- (i) There was no correspondence to discuss.

5618 **Finance**

(i) The following cheques were agreed and signed:

- ▶ Moore Stephens – audit fee £170.00 + £29.75 VAT = £199.75
- ▶ Somerset Landscapes – grasscutting on Church Mead £833.70 + £145.90 VAT = £979.60
- ▶ Crucible Publishers – work on Parish Plan £100.00 + £17.50 VAT = £117.50
- ▶ Valley Sawmills – gates to Mead £415.00 + £72.63 VAT = £487.63
- ▶ Mendip Signs – Nameplate for noticeboards £30.00 + £5.25 VAT = £35.25
- ▶ 2 Round Timber Contractor – fencing around play area on the Mead £950.00 + £166.25 VAT = £1116.25
- ▶ Palairt Hall Management Committee – rent of hall for meetings £30.00
- ▶ Mendip District Council – trail leaflets £39.75
- ▶ Sally Vince – clerk's salary £200 and expenses £10 for July and August = £210.00
- ▶ Dorset and Somerset Air Ambulance – donation £100 (see minute 5618(iv))

(ii) Last year's audit has been signed off. This year's audit date is 1 November.

(iii) An internal auditor has to be appointed. Cllr Rich will approach a couple of people to ask if they would be willing to act as internal auditor.

PR

(iv) A request for a donation has been received from Victim Support. Councillors did not agree to a donation.

(v) Councillors agreed to support Dorset and Somerset Air Ambulance by donating £100.

(vi) It was agreed that Cllr Hodgson should be a signatory on the bank mandate.

5619 **Footpaths**

(i) It was agreed to order the footpaths map from Frome Signs at a cost of approximately £550 + VAT.

(ii) Cllr Pursord will look at footpaths and signs in the spring. AP

(iii) There are ongoing problems with overgrown footpaths.

5620 **Highways and traffic**

(i) It was agreed that the parish plan should be completed before revamping *Reclaiming the Streets*. When this document is revisited it was agreed that the first step towards its revision should be to address the treatment of the B road.

(ii) Ian Ayres has had a look at the village free of charge, and will do a schematic for £250. Councillors agreed this would be a worthwhile cost. Cllr Gill will contact Mr Ayres and ask him to meet with the Traffic Action Group.

(iii) Cllr Gill will renew his involvement with TAG.

(iv) Somerset County Council's 'Update of Speed Management' document was passed to Cllr Rich. PR

(v) SCC's 'Local Transport Plan' was passed to Cllr Hodgson. AH

(vi) Maintenance of Runley Bridge, Farleigh Hungerford. Work is due to take place in October and will last for one month. This will involve traffic management. The clerk will ascertain what the traffic control plans are. Clerk

(vii) Bollards outside the Plaine. The top bollard has been knocked over again. The clerk will ask Highways to look at the construction material of the bollards and request they are replaced with more substantial ones since they are a health and safety hazard. Clerk

(viii) Councillors agreed the wording of a notice to place on the windscreens of cars that are illegally parked. These notices should be weatherproofed.

5621 **Miscellaneous reports and information**

(i) Malt House and Bend Cottage. A proposal is being tabled by Mendip officers at the Cabinet meeting on Monday 13 September asking for approval of an application for a compulsory purchase order for both listed buildings. Cllr Hasell will speak at this meeting.

5622 **Meetings**

Thursday 14 October 2004, Palairret Hall, Norton St Philip

Thursday 11 November 2004, Farleigh Hungerford village hall.

The meeting ended at 9.50 p.m.