

DRAFT

MINUTES

**LEIGH ON MENDIP PARISH COUNCIL MEETING  
held on 19<sup>th</sup> November 2007  
at 7.30pm in the Memorial Hall**

**Councillors Present**

Chris Cudmore – Chairman (CC), Rose Martin (RM), Marsha Read (MR), Frank Higgins (FH), Ty Schlechter (TS), Alf Smith (AS), Vicki Taylor (VT).  
Clerk – Sandrine Vaillant (SV).

**The meeting was attended by two parishioners, County Councillor Gloria Cawood, and District Councillors Claire Fleming and Philip Ham.**

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	<b>Action</b>
<b>1.0 Apologies</b>	
1.2 Ty Schlechter will be late.	
<b>2.0 Minutes of the last meeting &amp; matters arising</b>	
2.1 The minutes of the meeting held on 15 <sup>th</sup> October 2007 accepted as a true and accurate record of the meeting, with one typographic mistake to item 15.2.1 corrected, and were signed.	
2.2 (2.2) Special expenses rates regarding churchyard responsibility – To be reviewed at December after correspondence is circulated. CC gave an indication that it would be probably best kept as is from initial results of correspondence.	
2.4 (2.4) Clerk’s personal accident insurance. Ongoing.	<b>SV</b>
2.5 (2.6) Notify savings account of change of Clerk – NS&I contacted. Awaiting form to notify of change of signatories and clerk. Ongoing.	<b>SV</b>
2.6 (2.12 & 15.4) Parish Emergency Plan – Hall Committee gave its approval. MR handed list of keyholders for Memorial Hall.	
2.7 (2.14) Assignment of official street names – Only one suggestion was given: ‘Slip Road’ around the triangle. Put note on Notice board for final call.	<b>SV</b>
2.8 (2.17) First Bus – No reply received to last letter. Action finished.	
2.9 (2.18) Identification of HGV pinch points – No HGV coming through the village. Nothing specific identifiable. SV and FH to look for form.	<b>SV/FH</b>

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- 2.10 (3.3) Bailey Bridge, Frome – No comment.
- 2.11 (3.4) Frome car parking charges – Would support idea of ‘1<sup>st</sup> hour free’.
- 2.12 (3.7) Tabled report on Elections – No comment (no problems experienced in Leigh On Mendip).
- 2.13 (5.3) Martha Care Trust – Reply sent. Action complete.
- 2.14 (15.4) Parish Emergency Plant - SV contacted Neville Park. Ongoing. **SV**
- 2.15 (15.4.1) Open Consultation - RM read statement (copy in correspondence file) from New Community Activity Project, which confirms that options are to be reviewed and consultation to be undertaken. Discussion ensued regarding the amount of consultation to be undertaken.
- Parishioner present requested a copy of the Grant Application made for Community Activity Project. RM to pass request on to the RFMC. **RM**
- 2.16 (15.6) FH requested that an item be put on December’s agenda to discuss parking around the school. As it is still viewed as a problem.

*TS joins meeting.*

### **3.0 Co-option of new Councillor**

- 3.1 Alf Smith was co-opted onto the Parish council and was thanked for volunteering. Relevant forms signed during the meeting.

### **4.0 County Councillors’ Report**

- 4.1 Gloria Cawood reported on the school, stressing that the issue was not about closure but on federating to help the school survive, and to achieve better value for money. VT to report further at next meeting following the next School Governors meeting.
- 4.2 Townsend crossroads – GC offered to help organise meeting with East Mendip Highways.
- 4.3 Discussion took place on the roles of the neighbourhood forums and East Mendip District Area panels.
- 4.4 GC stressed that some monies were available if Parish Council required funding for particular projects.
- 4.5 GC had attended a meeting with the organisers of Glastonbury Festival where a request was made for Leigh on Mendip to be included within the list of parishes within the ‘local area’ access tickets for the festival.

*GC leaves the meeting.*

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### 5.0 Finance

- 5.1 Completion of Bank Mandates – Mandates signed by all councillors. SV to finalise. **SV**
- 5.2 Financial statement – The statement for 15<sup>th</sup> October – 18<sup>th</sup> November 2007 was agreed and signed.
- 5.3 Financial Statement for 17<sup>th</sup> September – 14<sup>th</sup> October 2007 was re-issued and signed to reflect accounting error in cemetery budget spending.
- 5.4 SALC New Councillors Training Course – Invoice, dated October 2007, agreed and paid. Cheque No 514 agreed and signed.
- 5.5 Payment of auditors – Moore Stephens advised that they had not received cheque No. 511 issued following September meeting. SV to cancel cheque. New cheque No 515 agreed and signed. **SV**
- 5.6 Somerset Art Week – Request for contribution. FH proposed to support grant request. VT queried benefits to local parishioners. Motion passed: 4 vote ‘for’, 2 vote ‘against’. Cheque for £30.00 agreed. SV to write check, obtain signatures and issue. **SV**

### 6.0 Cemetery

- 6.1 Mowing expenses – D Jarvis’s invoice, dated 11<sup>th</sup> November 2007. Cheque No 079 was agreed and signed.
- 6.2 Hedge cutting back – SV to contact B. Loten and D. Jarvis to obtain quotations. **SV**

### 7.0 Planning

- 7.1 Application 114565/005, Thornhills – No issues. Left to planning officer to make decision (Option 3).
- 7.2 Planning Determination 100289/014AG; Grove Shute Farm. MR declares an interest. The correspondence is not relevant to the Parish Council. For information only.
- 7.3 Application 101802/006, Whitehole Springs Water Bottling Plant. MR declares an interest and presents as member of public. CC clarified meaning of Condition 3.  
*MR leaves the room to allow for discussion.*  
A discussion followed where parishioners’ favourable views towards small businesses in the area were expressed, as well as concerns.  
A motion was passed and the majority agreed to leave the decision to the planning officer (Option 3).  
*MR rejoins the meeting.*

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7.4 Application 071386/002, Highlands – To be discussed at separate meeting on Tuesday 27<sup>th</sup> November 2007 to allow councillors to consult documentation.

### 8.0 Parish Plan

8.1 VT handed Short Term Action Targets for review and talk at next meeting.

8.2 Village Welcome Pack. PC agreed for VT to pursue finance.

### 9.0 Village Design Statement

9.1 FH presented history behind statement undertaken 10 years ago, which now needs revisiting. CC suggested reviewing in conjunction with MDC planning department regarding input and wording to strengthen PC's position with planning application consultation.

9.2 B&W photocopies of original Design Statement to be issued to all councillors. Additional bound copies to be displayed in the pub and notice to be published in the Parish magazine and website, clearly displaying that the PC is reviewing the document and to encourage comments/feedback from parishioners. Comments to be received by end of January for official review in February.

SV/CC

### 10.0 Proposals for 2008/2009 Budgets/Precept

10.1 Precept to be agreed **next month**. SV to update all admin expenses.

SV

10.2 General discussion regarding possible grants requests and arising costs ensued.

10.3 Grass at Park Hayes – £500 not spent from this year's budget, proposal for additional £500 next year to build up to £1,000 to purchase decent mower. SV to check what is available to spend on capital.

SV

10.4 SV to approach Margaret Loten regarding grant request from Church.

SV

*Phil Ham & Claire Fleming join meeting.*

### 11.0 Rec Field Land Registration

11.1 CC gave an update on the lengthy situation and on rising costs. All councillors agreed this was not acceptable. CC to try to agree fixed price with the solicitors to avoid costs spiralling out of control and to press for resolution.

CC

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### 12.0 Waste Management Consultation

- 12.1 RM attended meeting on the subject. All councillors to read the form and email comments to RM for coordination and response to relevant authority.

ALL

### 13.1 Statement of Licensing Policy Consultation

- 13.2 Email Brenda Wigmore the link to the consultation documents (with hard copy to MR): <http://www.Mendip.gov.uk/publication.asp?id=SX9452-A78227F1>.

### 14.0 Dog Fouling

- 14.1 Councillors reported on recent and alarming increase in fouling problem from Manor Farm all the way down to the school on pavements, and in the Rec Field. It was agreed to publish statements (notice boards, website, and parish magazine) reminding parishioners of the health hazards of fouling and that it is illegal not to pick up after your dog. Statement to include: 'if people are identified, prosecution will follow'.

SV/CC

- 14.2 District Councillors advised that local PCSO could reinforce this; or suggested a 'name and shame' approach.

### 15.0 Foot & Mouth Disease – Nothing to Report. Past issue.

### 16.0 Police Liaison / PCSO

- 16.1 TS reported on the meeting of 17<sup>th</sup> October where it was confirmed that Paul Emery was on long-term illness and that his colleague Dean Hamilton had taken over. There was concern from people over inability to contact PCSO. Number was given 0845 4567000.

- 16.2 Reports of motorcycles racing over 100mph on the Old Wells Road. Police will follow up and undertake checks.

- 16.3 TS to attend next liaison meeting (12/12/07) as PC representative.

### 17.0 Councillors Report

#### 17.1 Footpaths

- 17.1.1 One stile needs replacing. TS to approach S. Petherbridge for funding.

- 17.1.2 Fields turned over and footpaths unidentifiable. It was clarified that land owners had an obligation to reinstate footpaths (rolled firm) within 14 days of ploughing. Walkers should not walk round the field as this is trespassing.

- 17.1.2 Boat parked on land - FH advised that the footpath had been moved in or

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around 1996/1997. TS to obtain confirmation.

TS

### 17.2 Highways

17.2.1 FH stressed continuing problems getting in touch with Highways.

17.2.2 School parking. Asked school representative to bring it up at governors meeting.

17.2.3 Brief report on housing strategy meeting. District Councillors reminded that they could help with tightening Section 106 issues.

### 17.3 Rec Field

17.3.1 Report tabled. Improvements to car park and playground have started. A BT line to the building is in place for future computer access.

17.3.2 CAP plan to plant trees. Permission to be got from landowners to plant trees if grant given. CC requested plans of plantation and written request.

17.3.3 The positions of the Rec Field committee and its various sub-committees were clarified.

17.3.4 PH suggested a review of how committees and sub-committees are run as the law had recently been changed.

*FH leaves meeting.*

17.3.5 Recycling of plastic and cardboard – Grant of £375 to help set up scheme was requested (as part of the £500 made available to the Rec Field on request). TS proposed to agree request. VT requested an amendment of ‘up to £375 to be spent on this project’ be added to the agreement. RM and AS declare an interest. Vote with substantive motion of ‘grant for up to £375’ agreed. SV to draft written confirmation.

SV

17.4 **Memorial Hall** – Nothing to report. AGM on Monday 26<sup>th</sup> November.

17.5 **School** – Nothing to report.

17.6 **SALC** – Meeting on 3<sup>rd</sup> December. CC to attend.

17.7 **Quarry** – TS reported parishioners interest in further updates. SV to contact quarry to ascertain when the next Quarry Liaison meeting is to be held.

SV

### 18.0 District Councillors Reports

18.1 PH reported on the PCSO situation, confirming that Paul Emery would not be back as local PCSO. Ty to write to Nicky Watson to express council’s concerns over withdrawal of PCSO.

TS

*Vicky leaves meeting*

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### **19.0 Meeting Attended / To be attended**

- 18.1 Mendip Housing Strategy Day, 25<sup>th</sup> September 2007 – FH attended.  
Reported under 17.2.3
- 18.2 Mendip Central & East Neighbourhood Forum, Thursday 18<sup>th</sup> October –  
VT attended. Report at next meeting.
- 18.3 Consultation on Waste Management, Thursday 8<sup>th</sup> November - RM  
attended. Discussed under 12.1
- 18.4 RM and MR to report on councillors training.
- 18.5 Clerk Training – SV attended.

**VT**

### **19.0 Correspondence**

Email correspondence regarding closed churchyard/special expenses rates.  
The Bath & Wells DEG (November 2007 & 22 November 2007).  
Minutes of Mendip PCSO Steering Group Meeting (17/10/07).  
Age Concern. Request for funding and display of posters.  
MDC – Erection of agricultural building, Grove Shute Farm.  
Minutes of Community Activity Project.  
Avon & Somerset Constabulary  
Rec Field response to Parish Council regarding consultation.  
Somerset County Library schedule mobile library stops.  
December 2007 CCV Schedule.  
Chairman of SCC - Request for Grant (Somerset 500 Club).  
SALC November newsletter.  
Minutes of Mendip Strategic Partnership (held 18/09/2007).  
Standards Board for England. Adoption of Code of Conduct for Members.  
Parishes Information Bulletin. November 2007.  
The Playing Field. Autumn 2007.  
National Training Strategy for Town & Parish Councils.  
Somerset Rural Youth Project. Summer 2007 Highlights.  
Clerks & Councils Direct – November 2007.  
The Clerk – November 2007.  
Mendip Community Newsletter. Autumn 2007.

### **19.0 Date & time of next meeting.**

- 19.1 Extraordinary meeting to discuss planning application to be held on  
Tuesday 27<sup>th</sup> November 2007, at 7.00pm in the Memorial Hall.
- 19.1 The next meeting will be held on 17<sup>th</sup> December 2007, at 7.30pm in the  
Memorial Hall.