

MINUTES

LEIGH ON MENDIP PARISH COUNCIL MEETING held on 17th December 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 representative of the Recreation Field Committee.

	Action
1.0 Apologies	
1.1 Claire Fleming sent her apologies with update email.	
2.0 Minutes of the last meeting & matters arising	
2.1 The minutes of the meeting held on 19 th November 2007 were accepted as a true and accurate record of the meeting.	
2.2 (2.4) Clerk's personal accident insurance – SV advised this was included in the Parish's Employer's Liability Insurance. Action finished.	
2.3 (2.5) NS&I Savings Account – Forms signed at meeting. SV to finalise.	SV
2.4 (2.7) Assignment of official street names – Final review at January meeting after consultation period.	
2.5 (2.9) Identification of HGV pinch points – No pinch points identified. Action complete.	
2.6 (2.14) Parish Emergency Plan – No further comments from Neville Park. Action complete.	
2.7 (2.15) Open Consultation – Discussed with Recreation Field Committee representative present. It was confirmed that a briefing on the lottery bid had been made public in April 2007 and that any member of the parish was welcome to attend Recreation Field Committee meetings if they wanted to know more, express a view or assist.	

- 2.8 (5.1) Bank Mandate – All forms have been completed. SV to finalise. **SV**
- 2.9 (5.5) Payment to Auditors – Delayed until bank mandate is finalised. Auditors have been advised. CC to call bank and cancel cheque. **SV/CC**
- 2.10 (5.6) Somerset Art Week – Cheque # 516 completed and signed, as agreed at November meeting, item 5.6.
- 2.11 (9.1 & 9.2) Village Design Statement – Copies of Statement done and posters to be displayed in pub, website and notice boards. Review at February meeting. **SV**
- 2.12 (11.1) Rec Field Land Registration – CC in communication with solicitors to agree payment and to finalise.
- 2.13 (12.1) Waste Management Consultation – RM coordinated and returned form. Action complete.
- 2.14 (14.1) Dog fouling – Posters on notice boards. PC to monitor. Further 10 laminated posters to go up in the village. TS to display on stiles. **SV/TS**
- 2.15 (17.1.2) Fields turned over and footpaths now identifiable after being trodden.
- 2.16 (17.3.5) Recycling of plastic and cardboard – Written confirmation handed to RM for Recreation Field Committee. Rec Field committee still to obtain firm quotations. Rec Field Grants to be added to agenda at next meeting.
- 2.17 (17.3.3) Recreation Field representatives updated PC on ongoing work and clarified positions of sub-committees.
- 2.18 (17.7) Quarry – SV still to contact quarry regarding Quarry Liaison Meeting. **SV**
- 2.19 (18.2) Mendip Central & East Neighbourhood Forum - SV to request that meeting dates are confirmed. **SV**

Recreation Field Representatives leave meeting.

3.0 District & County Councillors Reports

- 3.1 SV read email from Claire Fleming which was discussed. Copy included in correspondence file for information.
- 3.2 Speed visors – SV to query possibility of obtaining a temporary shared speed visor, perhaps with other villages. **SV**

3.3 East Mendip Partnership – PC to request grant of £200 for purchase of spring bulb. SV to email Claire Hudson. SV

4.0 Finance

4.1 Financial statement – The statement for 19th November – 16th December 2007 had an accounting error. To be agreed next month.

4.2 Clerk’s Salary & Expenses – SV claim agreed and cheques #517 & #518 signed.

4.3 Leigh on Mendip First School – Invoice I/093 for laminating of poster agreed and cheque # 519 signed.

4.4 Somerset 500 Club – Not of direct benefit to the parish. No grant awarded.

4.5 Citizens’ advice bureau – Not of direct benefit to the parish. No grant awarded.

4.6 NS&I mandate – Mandate was signed, together with agreement for £2,000 transfer to current account.

5.0 Cemetery

5.1 Quotation from B. Loten for trimming hedges and removing cuttings accepted by PC. SV to coordinate start of work. SV

5.2 Review of cemetery fees – SV to speak to Rev. P. Winks for further clarification. To be discussed at next meeting. SV

6.0 Planning update

6.1 Grove Shute Farm – MDC advised permission was required for the proposed barn.

6.2 Thornhills – Application approved with conditions.

6.3 Whitehole Springs Water Bottling Plant – Decision to be made by MDC in January.

6.4 SV to contact MDC to obtain clarification of best way to communicate PC’s views on Planning Applications as recent consultation replies had not been punctually recorded on the MDC database. SV

7.0 Parish Plan Action Review

7.1 The following actions were identified as relevant to the Parish Council:

Review of parish magazine and information input (including précis of PC minutes).

Funding of parish magazine – To be discussed at January meeting.

Taxi link service – to be publicised on Noticeboards and web
Notice boards upkeep – FH to look at redoing/purchasing notice board.

CC/SV
FH

Village Welcome Pack. SV to speak to Rev Winks.

SV

Neighbourhood watch – TS coordinating.

Fingerposts

Spring bulbs – See item 3.3 above.

Litter

Speed visors – FH to follow up. See item 3.2 above.

Affordable housing

Footpaths, bridleways and environmental area.

8.0 Precept 2008/09

8.1 Agreed to keep precept same as last year and use savings if necessary.
To be finalised at January meeting. CC to issue a draft for discussion.

CC

9.0 Parking around school

9.1 Nothing to report.

10.0 Mendip area working panel

10.1 Nothing further to report.

11.0 Safer Somerset awards

11.1 Nothing to report.

12.0 Councillors Report

12.1 PCSO – TS reported on meeting attended on 12/12/07. Report included in correspondence file, including detail of new PCSO, Peter Williams: peter.williams@avonandsomerset.police.uk; 07825 388945. Details of new PCSO to be updated from notice boards and magazine.

SV

12.1.1 SV to write a welcome letter and invite him to next meeting.

SV

12.2 Footpaths – Stile reported to be broken was replaced. Invoice agreed and cheque #520 signed.

12.3 Highways – FH to attend a site meeting with SCC Highways on 18/12/07 regarding Townsend road safety changes.

12.3.1 It was also confirmed that salt/grit bags have been agreed to be provided on the two Tadhil lanes.

12.4 **Rec Field** - SV to write letter from council to thank the committee for their work on Lottery bid. SV

12.5 **Memorial Hall** – MR confirmed grant had been awarded for extension to Memorial Hall, although sum had not been specified yet. It is expected by the end of March.

12.5.1 MR confirmed that there were no further key holders for the Memorial Hall and updated PC on future activities and meeting dates.

12.6 **School** – VT reported on SCC's School Federations proposals.

12.7 **SALC** – Meeting on 3rd December. CC attended. Draft regulations concerning parish councils are coming up for review in April. See www.postoffice.co.uk – network change programme for updates on post office changes. The consultation period for Somerset is due from February.
Quality Council criteria – the criteria for 80% of councillors to be elected is proposed to be reduced, but probably still a majority.
SALC fees to go up by approximately 4.5%.
Next meeting 3rd March at Easton.

13.0 Meeting Attended / To be attended

13.1 3rd December - SALC meeting attended (see 12.7 above).

13.2 Councillor and Clerk training– RM, MR and SV to meet up to discuss points learnt and areas of further training/clarification required. RM/MR/SV

13.3 14th January – Parish forum. 6pm-8pm at council offices. Contracting out, fly tipping, recycling. Details in Parish information bulletin.

13.4 23rd January 7-9pm East Mendip – Mendip Area working panel (for/with councillors),

13.5 East Mendip Neighbourhood Forum – theme to be highways. Date to be confirmed by G Cawood.

14.0 Correspondence

- Mendip PCSO Steering group minutes of meeting 12/12/07 + Report by Peter Williams
- January 2008 Community Contact Vehicle Schedule;
- Somerset NHS Primary Care Trust Summary of Annual Report;
- Somerset Matters, Autumn 2007 Newsletter;
- Thornhills confirmation of planning permission;
- SCC – Review of Tendered Bus Services in Mendip;
- News from Mendip Housing, December 2007;

- Parishes Information Bulletin, December 2007 & January 2008;
- Copy of returned questionnaire on Future Waste Planning;
- SCC - Grants to Restore Mendip's Landscape;
- MDC confirmation of Information Hearing regarding planning application for Grove Shute Farm East, Tadhil;
- Glasdon *Notice Point* catalogue;
- Glasdon Latest products for local councils;
- SCC – Highway Related Services Questionnaire Results 2007;
- Copy of email from M. Loten regarding church vandalism

15.0 Date & time of next meeting

15.1 The next meeting will be held on 21st January 2007, at 7.30pm in the Memorial Hall.

DRAFT