

**Minutes of the Annual Parish Meeting of the Fivehead Parish Council held at the Village Hall,
Stowey Road Fivehead
on Monday 12th May 2008 at 8pm.**

Present Mr M Cavill (Chairman) Mr G Balmer Mrs N Cameron Mrs H Clarke Mr R Fielding
Dist. Cllr. S Steele C. Cllr. D Nelson and Mrs M Knox Clerk)

1388. ELECTION OF CHAIRMAN

Mrs H Clarke presided over the election. Mr M Cavill was proposed (NC) and seconded unanimously. Mr Cavill was duly elected as Chairman for the next twelve months, signed the Declaration of Acceptance of Office form and took the Chair.

PUBLIC SESSION

1. A presentation was given by the agent re the planning application for Windy Ridge (see below). Additional information relating to the application was supplied. 2. Mr R Fielding, having attended, with other parishioners, the SSDC Area North Meeting on April 23rd., informed members about the progress of the planning application for Stillbrook Wood Yard, as debated at that meeting.

1389. ELECTION OF VICE-CHAIRMAN

Mrs Clarke was proposed (MC) and seconded (GB).

1390. APOLOGIES

Apologies were received from Mrs K Beacham and notification of the anticipated late arrivals of the Dist. Cllr & C. Cllr. Declarations of interest were declared by Mrs H Clarke item 12a1. (min 1399) and Mr R Fielding item 7e (min 1394e). The Interests Book was signed.

1391. MINUTES

The minutes of the meetings held on the 7th and 16th April 2008 having been circulated were taken as a true record of what took place and duly signed by the Chairman. SS joined the meeting.

1399. PLANNING.

1. 08/01169/ful Windy Ridge, Butchers Hill Fivehead. Demolition of existing workshop; erection of a new workshop; creation of a new access, parking and turning area; landscaping and associated works. This item was moved forward on the agenda to facilitate those members of the public present. HC left the room after the initial discussion. Having due regard for the plans, design statement and the presentation (see above) Council resolved to make the following response "Council considers that this application satisfies the requirements of the Strategic Plan, providing employment for two persons. The PC is in favour and would like to see the employment remain within the village. This is necessary expansion to ensure the future of a thriving small business within the community." HC rejoined the meeting.

1392. TO MINUTE

- a) To re-adopt Standing Orders and Financial Regulations.
- b) To reaffirm the appointment of the responsible Financial Officer.
- c) To affirm the appointment of Mr R Loveridge as the Internal Auditor for the 2007-8 accounts.
- d) To reaffirm the implementation of legislation relating to Equal Opportunities, Crime and Disorder, Health and Safety and Human Rights.
- e) To appoint Grievance and Disciplinary Panels. (Members to be elected under item 6.)
- f) To re-adopt the mandatory Model Code of Conduct as it is applicable to Parish Councils.
- g) To re-adopt the Terms of Reference of the Internal Audit. (ref. circulated papers "The Review of the Effectiveness of the System of Internal Audit." min.1235.)

This items were taken together, proposed (MC) and seconded (HC).

1393 .ELECTION OF REPRESENTATIVES.

- a) Playing Field KM. b) Village Hall GB. c) SALC NC & KB. d) Cemetery Sub Committee RF &

MC e) Highways MK. f) Rights of Way MC. g) Internal Auditor HC. (h) Grievance Panel (3). GB,HC & MC. i) Disciplinary Panel (3). NC, RF & KM.

1394. MATTERS ARISING FROM THE MINUTES AND RAISED BY MEMBERS.

- a) To further consider the Playing Field MC's project for a FULL MUGGA in light of all available information. (min 1380a). Unfortunately as KM was not present Council has received no report on the meeting the PFMC has had with Les Collett. (Subsequently found not yet to have taken place.) MC had had an informal talk with LC at the Area North Meeting where LC said that the MUGA should be self financing with regard to maintenance and that support from Council has to be financial but no percentage input was given. LC said the project would need to have a minimal time scale of two years. As some of this information does not tally with that presented previously, Clerk to write to PFMC stating that due to the absence of KM they had been unable to proceed as they would have wished. Members felt a real desire for this MUGA had to be shown with involvement and offers of help forthcoming from those who want it. Concerns were raised (DN) that additional costs always arise in these projects, ground works etc. Members were disappointed repairs had not been made to the tennis court to keep that open as there were reports it is being missed.
- b) To discuss the suggestion (min 1380a) of purchasing a small area of the field adjacent to the Playing Field. Full discussion between the VHMC, PFMC and PC are needed. GB said the matter has not yet been raised with the VH. DN suggested the PC approach the owner of the field. HC thought Council should first find out if the VH want the parking area. This was agreed. Clerk to write exploratory letters to VH & PF MCs.
- c) To further consider taking over Grass Cutting Contract for Playing Field. (min 1381c) & 1387b). It was unanimously agreed that the relatively small financial saving (VAT) would not be offset by the potential complications of managing the contract to satisfy everyone. Clerk to write same to PFMC.
- d) On-line banking. To receive response from NATWEST stating the Clerk could not view the account details as she is not a signatory. It was **resolved unan.** to withdraw the application for the facility due concerns over risk. NATWEST to be informed of this decision.
- e) Stillbrook Wood Yard. Report on Chairman's attendance at Area North Planning Committee. RF left the room. SS, MC, RF and various interested parishioners had attended. The application had been deferred as some points needed sorting out. The Planning Dept. had made a poor presentation with errors and factual mistakes. Their legal representation was poor. Council's concerns still remain and many were echoed by a number of District Cllrs. Council wish to be kept informed of the progress of the application. Clerk to inform Planning Dept. of same. Clerk to write to the Secretary of State saying the matter of providing gypsy sites is so politically driven that the legislation is stacked against the rest of the population. MC to approve letter. DN had joined the meeting by the discussion of this item. RF rejoined the meeting.
- f) Anticipated new Bus Shelter. To decide whether to insure, approximate valuation of £3500 received. Clerk to ask Allianz for quote. Next agenda.
- g) St Martins Church - Good Neighbour Scheme. Item for next agenda as circulation not returned.

1395. MATTERS ARISING FROM THE ANNUAL PARISH MEETING

- i) Siting of the bus stop nearer to Butchers Hill. Having made this suggestion to Highways previously, Council has been told the stop is to remain where it is.
- ii) Request for more open notice boards now the law on the posting of advertisements has been changed. Council agreed unanimously not provide any further boards at this time. There may be scope on the rear of the new bus shelter. SS gave further information on the application of the law.
- iii) Query as to the relevance of the reductions in number of caravans at Stillbrook Woodyard. Council considered there is no relevance.
- iv) The placing of anti satnav signs at roads leading to the village from the A378. Clerk has written to Clive Sutton (Highways) re heavy lorries using Langford Lane (min.1374e). He then asks for unsuitable roads to be deleted from the satnav data base. This is a better approach than more signs. Clerk to explain problem to Mr Sutton.
- v) Parking close to the junction of Millers Orchard and the Isle Abbots Road restricts junction visibility. To be monitored in light of the anticipated departure of the residents who park there. New offenders, if any, to be approached.

vi) To consider whether the current format of the APM is satisfactory. It was unanimously **resolved** that the report section had taken too long. Next year's invitations to stipulate a report of maximum duration of three minutes per report. Prop. HC sec. Unan.

1396. CORRESPONDENCE RECEIVED.

- a) From Curry Rivel PC re very heavy vehicles using the A378. Letters into circulation. Item for next agenda.
- b) From NALC re invitation to subscribe to their journal (£17) and attend conference 20th-22nd May. No to both.
- c) From SSDC (via Clive Miller Assoc. Ltd) re request for information on public or charity held land holdings within the parish. Ref. low cost housing. There is no such land available.
- d) From Community Council for Somerset re invitation to subscribe for 2008/9 @ £25. There is already one subscription from the village. As Thatch will no longer be available for non subscribers GB to ask if Council can view VH's copy.
- e) From SSDC re funds available for summer activities for youth group and/or older persons group. Clerk has informed relevant organisations. Members had no further ideas.
- f) From SSDC re invitations to i) Annual Meeting with Area North Town and Parish Councils. Thursday 22nd May 7.30-9.30pm Long Sutton Village Hall. Refreshments from 7pm. ii) SS Together's Sustainable Community Stakeholders Event. Thursday May 29th 10.30-12 or 14.30-16hrs. at Brympton Way. iii) SS Together's AGM Wed. 187th June Long Sutton Golf Club 17.30-19.30. No one wished to attend.
- g) From M Drury re field shelter Lower Swell. Clerk has sent three emails over two months to the enforcement officer including one notifying him of the item being on the agenda for this meeting. Clerk to write to The Planning Dept. asking for details of the complaints procedure if they are not prepared to reply, copying to Chief Exec.
- h) From Mr P Mills re surface at south east end of Stillbrook Lane L11/56. Clerk to write stating that whilst this is not a high priority issue Council will bear it in mind should grants for improvements to ROW's be reinstated.
- i) From SSDC re offer of bulbs. DN thought there were non left but if there are the verge outside the VH and the verge on the A378 to the north of Cathanger would be good places to plant them. Clerk to action.
- j) From HM Revenue and Customs re questionnaire should anyone wish to attend a proposed Business Advice Open Day. Not considered relevant.

1397. CONSULTATION DOCUMENTS. response sought.

SSDC Core Strategy. Response date 30th May. Delegated to HC.

1398. REPORTS.

- b) Village Hall GB reported. d) Cemetery Sub Committee Book to GB. e) Highways SS said subsequent to repairs to drains at bottom of Butchers Hill Quentins has sustained flooding on one occasion.

1399. PLANNING.

- a) Applications: 1. 08/01169/ful Windy Ridge, Butchers Hill Fivehead. Demolition of existing workshop; erection of a new workshop; creation of a new access, parking and turning area; landscaping and associated works. See above.
- 2. 08/01528/ful Silverwood Ganges Hill Fivehead. Internal and external alterations, the erection of a first floor extension and replacement outbuildings and log store. No objections.
- 3. 08/01700/FUL Land at West Barton, Lower Swell. The construction of a tennis court. "Council has, by a majority vote, no objections providing there is a condition put in place that no lighting should be installed."
- b) Decisions s.t.c.: 08/00521/ful Tanyard Farm Langport Road Fivehead. The erection of a conservatory. 08/00565/TPO Lambert House Stowey Road Fivehead. Application to carry out tree surgery works to beech tree. T1.

1400. RISK ASSESSMENT.

To receive the risk management report for 2007-8. Into circulation.

1401. TO APPROVE THE ANNUAL ACCOUNTS FOR 2007-8

Into circulation and to be emailed to members.

1402 FINANCE

The financial position of the Council was received.

Clerk put a copy of a letter sent to the Inland revenue requesting confirmation of her payment of tax on her earnings and her stamp into circulation.

a) Payments authorised during the month

i) Wessex Malthouse Direct newsletter printing £54

ii) Fivehead Village Hall MC rent March £11

b) Payments authorised at the meeting:

iii) Mrs M Knox salary £182.62

iv) Allianz Cornhill insurance 07/8 £406.81

v) WM Direct nl printing (June) £54

vi) Fivehead Village Hall MC grant 2008/9 £4000

vii) Fivehead Playing Field MC grant 2008/9 £1850

c) Income received during the month

viii) SSDC precept £14260

ix) Smith Planning nl advert £15

x) Sue Atwell nl advert £15

1403. MATTERS OF REPORT AND ITEMS FOR NEXT MEETING.

a) Chairman. Dog fouling in private driveway.

c) Councillors Mr Pettitt to be asked to spray weeds on Churchyard path. Unofficial complaints of excessive noise coming from workshop at Sedgmoor Farm and also tree felling at Spruces. Concerns were raised as to the erection and use of a large wooden shed at Ashgate Westies for which Council has seen no planning application.

There being no further business the meeting closed at 10.10pm

Chairman

Dated