

**Minutes of the Annual General meeting of Fivehead Parish Council
held at the Village Hall, Stowey Road Fivehead
on Monday 11th May 2009 at 8pm.**

Present Mr M Cavill (Chairman) Mr G Balmer Mrs K Beacham Mrs N Cameron
Mrs H Clarke Dist. Cllr. S Steele (for Public Session) Mrs M Knox (Clerk) and four
members of the public.

1519. ELECTION OF CHAIRMAN

Mrs H Clarke presided over the election. Mr M Cavill was proposed (GB) 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

Distressed residents whose lives are severely compromised by **unauthorised light industrial
activities at Sedgmoor Game Farm** described issues relating to noise, the environment and
sewage effluent. They have already placed these issues in the hands of the Planning
Enforcement Office (details supplied by Dist. Cllr. S Steele) and Environmental Health. Cllrs
advised them to keep an incident diary.

The current position of the **Fivehead Under Fives** was given by the Chairperson. Questions
received satisfactory responses.

1520. ELECTION OF VICE-CHAIRMAN

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

1521. APOLOGIES

Apologies were received from Mr R Fielding, Mr K Male and C. Cllr. D Nelson.

1522. MINUTES

The **minutes** of the meeting held on the 6th April 2009 having been circulated were taken as a
true record of what took place and duly signed by the Chairman with the deletion of “are” at
1511e.

1523. 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
2008-9 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.)
- h) Re-adopt Scheme for the **payment of Councillors Allowance** (min811).

These items were taken together, proposed (MC) and seconded (unanimous).

1524. ELECTION OF REPRESENTATIVES.

a) Playing Field KM. b) Village Hall GB. c) SALC KB & NC. d) Cemetery Sub Committee MC & RF. e) Highways MK. f) Rights of Way MK. g) Internal Auditor HC. (h) Grievance Panel GB, KB & HC). i) Disciplinary Panel NC, RF & KM.

1525. MATTERS ARISING FROM THE MINUTES AND RAISED BY MEMBERS.

- a) **Fivehead Under Fives.** Mrs Wakefield was thanked for further clarifying the situation. Funding has been secured until the autumn term. The committee has successfully accessed grants for resources but these items remain the property of SCC, such grant money cannot be used for running costs. Fun raising is on-going. A grant from the PC in September to assist with say Hall rental would be ideal. Clerk to research under what power this money could be paid if that decision were made at a later date. To be revisited in September.
- b) Possible **Land Purchase adjacent to the Playing Field.** A letter from the PFMC was read out together with notes on possible ways of raising finance, by grants or a Public Works Loan. Clerk identified additional expenditure above the land cost. This was said to be negative. GB stated the possible purchase had to be pursued. Clerk to write to planning for pre-application advice re change of use, hedge removal and the creation of a new separate farm entrance and Highways for advice.
- c) **Sedgmoor Game Farm** (min 1419d). The use of the land and building for light industrial use is considered unacceptable. The adjacent land owners' lives are being devastated. The verges of Cathanger Lane have been destroyed and the environment spoilt. HC provided background information and asked what action the PC could take. GB said as action has already been taken (as reported by SS) there is nothing to be done at the stage. The due process would be engaged as initiated by Planning Enforcement.

1526. MATTERS ARISING FROM THE ANNUAL PARISH MEETING

There were no matters arising. The opportunity for a **Drivers Awareness** course had inadvertently not been raised. The letter has been put on the notice board.

1527. CORRESPONDENCE RECEIVED.

- a) From Mrs A Leyburn re **muddy pinch points on Swell Drove** (L11/51). It was appreciated this is a problem. Clerk to seek advice from ROW officers but it was not envisaged a simple solution would be forthcoming. Clerk to write to Mrs Leyburn.
- b) From **The Equality and Human Rights Commission re Public Sector Duties.** Item for next agenda.
- c) From **South Somerset Together** re invitation to AGM at Long Sutton Golf Club Wed. 17th June 18.30 - 20.00. GB hoped to attend.
- d) From **Fleet Air Arm re Invitation** to Farewell Briefing by the Commanding Officer Wed. 17th June at RNAS Yeovilton. 1500 - 1700 hrs. For Chairman or one representative (RF?) Delegated to MC.
- e) From **South Somerset Together** re invitation to SST's ZeroSom Sustainability Event on Sat. 13th June 10 -16.00hrs. No specific representative. The event is open to the public.

- f) From **Community Council for Somerset** re invitation to subscribe 2009/10 (£30.).
Resolved against.

1528. REPORTS.

Police. Crime stats. had been received.

1529. PLANNING.

Applications: 09/01422/ful **Lambrook Silver Street** Fivehead. Demolition of existing garage and the erection of a two storey extension to include a new garage and a single storey rear extension. No objections.

Granted (s.t.c.) **Wybarn Isle Abbotts Road** Fivehead. The erection of an extension to existing agricultural building.

Refused: 09/01131/FUL **The Manse Silver Street**, Fivehead. Demolition of existing garage and the erection of a two storey extension. An advisory letter from SSDC had been received..

1530. TO CONSIDER THE RENEWAL OF THE INSURANCE POLICY.

To **compare quotes** from Allianz and Came & Co. There had been a verbal promise from Allianz of a considerably lower quote to match that of Came & Co with a similar excess of £250. Came & Co will not reduce their excess to £125. Allianz appears to be the more approachable company. Await the written quote. Clerk has received a replacement valuation for the War Memorial from Wells Cathedral Stone Masons Ltd. Council was minded not to ensure for the full replacement cost. Public Liability should be covered. Advice to be sought from Mr R Loveridge who has experience in this field.

1531. RISK ASSESSMENT.

The risk management report for 2008-9 was approved having been circulated.

1532. TO APPROVE THE ANNUAL ACCOUNTS FOR 2008-9

These having been circulated were **unanimously approved** and signed by the Chairman and the RFO. Mrs H Clarke had inspected the books and computer records and completed a spot audit trail.

1533. FINANCE

The end of year statement and the current financial position of the Council were received.

a) **Payments authorised at the meeting:**

i)	Mrs M Knox	salary	£206.40
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b) **Income received during the month**

ii)	SSDC	precept	£17284
iii)	M Cook Groundworks	newsletter. advert	£15
iv)	Meldon Consulting Ltd.	newsletter advert	£15

1534. MATTERS OF REPORT AND ITEMS FOR NEXT MEETING.

- a) Chairman. **The removal of the eastern hedge at the north end of Crossham Lane.** This should have been on the agenda. The Clerk apologised for the omission. Fly tipping in the area needs reporting.
- b) Clerk. Advised of the **Ramblers local walking events** as displayed on notice board. Opportunity to enter the **Calor Village of the Year Competition.**(Unanimously rejected.)
- c) Councillors. A reminder of **Take Art Concert** on Friday 15th and Cathanger Open Day on June 7th. Notes of the Youth Council meeting attended by KB & NC were put in circulation. Complaints of animal noise at the top of Ganges Close.

There being no further business the meeting **closed at 10.15pm**

Chairman

Dated