

# *Huish Episcopi Parish Council*

**Minutes of the Annual Meeting of the Huish Episcopi Parish Council held in the Huish Sixth Auditorium, Huish Episcopi Academy, on Monday 16 July at 7 pm.**

**Present:**

Cllr S Nicholas                      Chairman  
Cllr G Lock  
Cllr J Wood  
Cllr F Pope  
Cllr B Horsgood  
Cllr C Palmer  
Cllr R Stranger  
Cllr R Crumbabout  
Cllr K Peto

Cllr G Tucker                      District Councillor (arrived 8.30)  
9 members of the public

**Public Session**

Trial ground planning (item 4b) to go to Regulation Committee on 17 July 2018  
Town clock (item 7d) fundraising successful, now investigating installation of lighting.  
Scaffolding costs likely to be higher than previously thought.  
Concern voiced regarding speeding along Field Road and Wincanton Road.  
Planning application 7 Brookland Road – invited to comment when item discussed on agenda

**1. Apologies for absence.**

Cllr C Aparicio Paul                      County/District Councillor  
Press

**2. Declarations of interest.**

None

**3. District Councillors' and County Councillor's Reports.**

Trial Ground planning application to Regulation Committee 17 July 2018. Swimming pool at the leisure centre is now open – 46% of the refurbishment funding came from Somerset County Council. Well done to all involved in the Cycleway Project. Area North workshop reports changes in Area system and moving to Area Plus which will result in dedicated responsibilities being located in different places. Question raised regarding Brookland Road shop and any proposed action – to be followed up.

**4. Planning.**

**a. Decisions notified since last meeting:**

18/00892/FUL 9 Brookland Road single storey front and rear extensions – permitted with conditions  
18/00761/FUL Highfield Farm (revised) 2 detached dwellings – no objections but the Council felt it was a shame that there is no provision for a garage with the proposed properties – permitted with conditions  
18/01315/FUL10 Gladiolus Road Langport – erection of a single storey side extension to dwelling. - permitted with conditions

**b. Applications received since last meeting, or still in progress:**

- 17/04048/FUL Land behind Badger Cottage (amended) - the Council does not feel that the amendments have made a significant improvement so its original comments stand. This development has too many houses and cramming has resulted in a functional, unimaginative layout which could be much improved by a reduction in numbers. In particular a reduction to 18 would allow removal of the three isolated dwellings on the "island". It should also be noted that over recent years parishioners in this area, including some of those whose land will form part of this proposed development, have complained that the mains sewerage system is inadequate, due to development in neighbouring villages. The Council would welcome an improved development design with fewer dwellings, otherwise it recommended that this application be referred to Area North.
- 18/01249/FUL Trial Ground 94 dwellings (revised). The Council recommends refusal to this application, as it is contrary to a number of policies as well as the core principles of the National Planning Policy Framework. The Council believes that the proposed 94 dwellings represents an over development of the site which is inappropriate to a central village location in such close proximity to the listed buildings at Old Kelways. The Council strongly recommends that this application is referred to the Area North Committee for consideration.
- 18/01257/REM Trial Ground 80 dwellings (reserved matters). The Council makes a number of recommendations to this application, and does not object to the development of the Trail Ground based on the 13/03483/OUT permission for 80 dwellings. The Council definitely recommends that this application be referred to the Area North Committee for consideration of the Parish Council's concerns.
- The Council were given an extension for responding to the planning applications for the Trial Ground. Mrs Redfearn is to collate responses to both Trial Ground applications, on behalf of the Council, sent 22 May.
- Planning application Area North Committee on 4 July, refused. To be heard at Regulation Committee 17 July 2018
- 18/01509/S73A Merriots Farm Wearne – vary conditions. No objections
- 18/01187/FUL Mulberry Cottage, Somerton Road – retrospective planning for 2 sheds to the front and rear of the dwelling. The Council object to the shed placed at the front of the dwelling and feel that it is an inappropriate position and looks untidy. The Council objects to part of the application, therefore the recommendation for the whole application is refusal. The Council suggests a separate retrospective planning application for the shed at the rear of the property, to which there is no objection. **Agreed refusal.**
- 18/01841/FUL 7 Brookland Road – single storey rear extension and retrospective application for porch. The porch, partially constructed, was subject to enforcement notice 18/00158/OPERA. A number of letters from residents opposing the application have been received and forwarded to planning at SSDC. Concerns regarding no dimensions on plans gave no indication of final size of planned works – the porch is already on a much bigger footprint than the previous one, built in different stone. Concerns raised that the works will join with adjacent property (no party wall agreement in place). **Agreed refusal.**

## 5. Minutes of the last meeting (21 May 2018).

Agreed and signed.

## 6. Matters arising from the minutes and raised by members, to include:

a. Bus shelter – side panels, ordered and due to be fitted at the end of July. Cleaning commenced.

b. Langport cycleway – update regarding negotiations. Agreement required regarding agreement of the initial licence to be for 10 years at £750 per annum, any subsequent licence term at £1000 per annum. **Agreed.**

Reimbursement of landowner's legal fees – difficult to discuss as no indication of what fee is at this stage, agreed in principle.

Notes from 4 July Cycleway meeting not received in time to discuss fully, circulate and discuss at next meeting. **Action Clerk**

Memorandum of Understanding – Cllr Wood commented on the draft document sent to Councillors. Clerk to contact David Mears to ascertain the input to the document required by the Council. **Action Clerk.**

c. Academy parking/Parking in St Mary's/Church Car park.

Parking still an issue. Headteacher recognises issue. Suggestions discussed, none satisfactory. Clerk to write to academy to request year 12 and 13 students spoken to regarding parking in church car park rather than using residential streets opposite school, at the beginning of September term, **Action Clerk**

White lining of church car park discussed. **Agreed.**

Two quotes obtained for the white lining to be done. Clerk to contact both to amend the quotes as discussed and raise again at next meeting. **Action Clerk,**

d. Allotments – Gate post replaced with galvanised steel one and concreted in. Inspection carried out by Cllr Nicholas, Cllr Pope on 12 July, as a result two termination of tenancy and seven reminder letters to be send. One strongly worded reminder letter to be sent (clerk to liaise with Cllr Pope regarding wording). A letter recognising the hard work on one tenant to improve plot. **Action Clerk**

There is a lot of rubbish on various plots. Suggestion was to hire a skip to allow tenants to clean up. Cllr Horsgood obtained a quote from a local firm, which can remain in place for three weeks. **Agreed. Action Clerk/Cllr Horsgood**

Discussion regarding the state of an allotment plot when taken over by a new tenant Cllr Pope and Cllr Lock to discuss, and Cllr Lock to approach the lengthsman regarding undertaking of extra works to assist with this. **Action Cllr Pope/Cllr Lock.**

e. Overgrown shrub in Brookland Road (108-120) -After further investigation, it has been established that neither SSDC or SCC own the small plot, and as a result grass cutting has ceased. Cllr Lock spoke with the resident who initiated the complaint, to establish if any of the residents owned the land. Cllr Lock to speak with the resident again with a view to them contacting the land registry. **Action Cllr Lock**

f.- Appointment of Internal Auditor – Three accountancy firms approached regarding a quote for internal auditing services, two responded. Bridget Bowen Chartered Accountant proposed as Internal Auditor. **Agreed. Action Clerk..**

g. CiLCA training – The Clerk is undertaking the Certificate in Local Council Administration qualification. After the last training day, there is a learning agreement to be agreed and signed. Cllr Nicholas to sign on behalf of the Council. **Agreed. Action Clerk/Cllr Nicholas.**

h. Working towards GDPR compliance – Councillors need to have a dedicated email address for Council matters. After discussion and clarification, Councillors are required to have a new email address, or dedicate an existing email address for Council matters only, and notify the Clerk accordingly. Personal email addresses to be removed from the Community Website and the Clerk to be the point of contact for the time being until this is in place. **Agreed. Action Clerk/Councillors**

## 7. Correspondence received and other matters.

a Lengthsman – well done, still doing an excellent job.

- b Youth Club – electronic report received.
- c Neighbourhood watch signs – agreed back in January, now completed
- d. Town Clock – figure reached, now possibly lighting required. More details required before discussion can occur.

**8. Requests for grants/donations:**

- a. Scouts – application for grant towards CCTV after vandalism. Determine amount and agree. Discussed, and amount proposed £1000. **Agreed. Action Clerk**
- b. The Angel – application for £1000 towards installing a lift. Discuss amount requested and agree. This application was discussed. It was recognised that the Angel makes a valuable contribution to the community, and that the grant was for an excellent purpose. Unfortunately, the Council does not have the capacity within the budget to provide the grant requested at this time. **Action Clerk.**
- c. Citizens advice Centre – Application discussed, but the Council does not have the capacity within the budget to make a donation at this time. **Action Clerk**

## 9. Accounts.

	Current Account	Savings
<b>Payments authorised by RFO</b>		
Grants as agreed in last meeting (7 in total)	17500.00	
J Redfearn	71.18	
Neighbourhood watch signs	37.50	
Came & Co – extra Insurance cover	25.53	
SALC – GDPR training	25.00	
HMS LTD – PAYE end of year	80.00	
SLCC – reference literature	78.40	
British Legion – Tommie	250.00	
Paull & Co Martock – allotment maintenance (2 pmts)	267.73	
SLCC – clerk CiLCA training	408.00	
<b>Receipts since last meeting</b>		
Greenslade Taylor Hunt FBTA	1300.02	
Remaining allotment rent	108.00	
VAT refund 2017/18	1201.18	
<b>(1 May 2018 )</b>		
<b>total receipts</b>	<b>2609.20</b>	
<b>total payments</b>	<b>18743.34</b>	
<b>balance at 9<sup>th</sup> July 2018</b>	<b>30526.32</b>	
<b>Business Reserve</b>		<b>66330.24</b>
<b>Parish Charities</b>		<b>1746.60</b>
<b>Payments to be authorised</b>		
Clerk – administration Mar – Jun	139.97	
SALC training- Planning	30.00	
Information Commissioner fee	40.00	
<b>Payments by Standing Order (25<sup>th</sup> of the month)</b>		
Clerk (July & Aug)	800.00	
Lengthsman (July & Aug)	386.46	

**10. Matters of report and items for next meeting.**

**a. Chairman.**

Richard Stranger has received several complaints regarding the telephone box. Langport Town Council (LTC) have responsibility for the phone box. LTC clerk to be contacted.

**Action Clerk**

Tommie looks great at the War Memorial. Thank you to Cllr Wood and Cllr Crumb for their work, and also to Cllr Wood for his donation of sandbags and sand.

**b. Clerk.**

The Foodbank have requested contribution towards the rent of Ridgway Hall once a week. Cllr Nicholas and Cllr Lock to visit 18 July to meet with manager and discuss. To be on agenda in September

**c. Members.**

Cllr Palmer attended the River group meeting. Exciting plans for pontoons along the river, with fishing areas. Once positions determined, planning permission to be applied for then grant applications. One site is to be in Huish Episcopi Parish.

Cllr Wood reported (with photographs) of a footpath in Wearne, ROW issue 48016 reported (now resolved?) is overgrown and now inaccessible. Report again and letter from Council.

**Action Clerk.**

Cllr Crumb reported that path from Newtown to Wearne is overgrown, needs reporting.

**Action Clerk.**

Cllr Palmer stated that the public right of way on the Trial Ground should also be opened. Clerk to contact relevant department in SSDC or SCC to start the process. **Action Clerk.**

Cllr Crumb has had complaints of dog fouling in Kennel Lane. Dog warden to be contacted to review waste bin issue again. **Action Clerk.**

Cllr Crumb mentioned the continued increasing need for Huish Episcopi Parish to have its own village hall. Survey conducted 2 years ago which demonstrated need for a village hall. Cllr Wood to forward survey to Cllr Crumb, and Cllr Nicholas to approach two possible sites for the village hall to be built. **Action Cllr Wood/Cllr Nicholas/Cllr Crumb**

**11. Date of next meeting (17 September 2018).**

**Meeting ended at 9:50 pm.**

**Agreed:**

**S NICHOLAS (Mrs)  
Chairman of the Council**