

PAWLETT PARISH COUNCIL

The Annual Pawlett Parish Council Meeting was held at the Village Hall, Old Main Road, Pawlett on Monday, 16th May 2016 at 7.15 pm.
(in the format to be submitted to the next meeting for approval as a correct record)

Present:

Parish Councillors R Winter, W Barnard, A Baker, M Neale, M Seabourne, C Clark, H Smith.
C Morrison-Jones (clerk). 10 members of the public

Public Speaking Time: Topics raised

- Representations were made regarding the application for certificate for lawful use for The House at Keward Farm, minute item 11 a) ii)

1. Welcome by the Chairman.

2. To Appoint a Chairman for the Municipal Year 2016/17.

Mr R Winter: Proposed by Mrs Smith, Seconded by Mr Seabourne. There being no other nominations Mr Winter was then unanimously elected as Chairman and signed the appropriate declaration.

3. To Appoint a Vice Chairman for the Municipal Year 2016/17.

Mr W Barnard: Proposed by Mr Neale, Seconded by Mrs Baker. There being no other nominations – Mr Barnard was then unanimously elected as Vice-Chairman and signed the appropriate declaration.

4. To receive any apologies for absence and disclosures of interest.

Disclosures of prejudicial interests were made by Mr Barnard regarding item 11 a) ii) and by Mrs Baker and Mrs Smith regarding item 14 as members of the Village Hall Committee

5. Agree procedure for consideration of planning matters

Members discussed the procedure for the circulation of documents and plans supplied by the Local Planning Authorities seeking the observation of the Parish Council on various applications. It was agreed that hard copies of the papers would be circulated to all Members in advance of the proposals being discussed at Parish Council Meetings. A member (from the opposite side of the village to the application) would be nominated to view the proposed development in order to report back to the Parish Council meeting to aid Councillors in formulating a decision.

6. Appoint the Parish Council's Representative on the Village Hall Management Committee.

It was agreed that Mrs Baker be appointed as the Parish Council's representative.

7. Minutes of the Parish Council Meeting held on 18th April 2016 to be presented and signed.

H Smith requested that minute 208 be amended with the word 'assist' being inserted before offered. The Minutes were then confirmed as a correct record and signed.

8. Matters Arising:

a) Painting of the Swings

Some of the swings have been completed but work is slow. Difficulty was reported in obtaining the correct paint in yellow. Work has also commenced on the equipment at the Pavilion

b) Repairs to Bus Shelter

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C Freeman has now recovered from his injury and hopes to have the repairs done within a month

c) Springfield Close, pathway

SDC have confirmed that they have purchased the narrow strip of land from Mrs Parish enabling path to be constructed up to the Pavilion boundary. Work on the path has commenced and Stonewater have offered to continue the path to join with the existing path at the Pavilion rather than have a 'path to no where'. The Pavilion are in discussion with SDC over lighting and drainage details but it expected that they will agree to the construction of the path.

d) Any other matters arising not covered by agenda items below

Queen's Birthday celebrations : It was agreed that it was becoming too late now to organise an event at the Village Hall for the 11th – it was unanimously agreed to not move forward with this. The RBL are planning an event on 12th.

9. District Councillor's Report.

None

10. County Councillor's Report.

None

11. Planning Matters

a) Applications – Consider Response to the Local Planning Authorities on the following:

i) Planning application 41/16/00004, Retention of building used as workshop and tyre storage, under existing canopy. Location : 19a (3) Old Pawlett Road, West Huntspill TA9 3RH

It was noted that this was a retrospective application and an additional extension has now been erected. Concerns were raised regarding the lack of provision for waste storage and disposal in the application – worn tyres potentially damaging to environment. Although not included in the application, concerns were raised regarding the flashing red and blue lights at the premises that form a potentially dangerous distraction to road users at night. Resolved to object to the application due to lack of provision for waste storage and disposal. Clerk to respond.

W Barnard left the meeting due to declared interest

ii) Planning application 41/16/00006/DRT. Application for Certificate of Lawfulness for the existing dwelling as built. Location :The House, Keward Farm, River Road, Pawlett TA6 4SE

Feelings ran high amongst Councillors regarding the lack of inspection and enforcement by Sedgemoor Planning Department during the period of the build which has led to this situation.

The meeting was adjourned for a short period

It appears too late for the Parish Council to have any impact on the decision there were no valid planning considerations that could be taken into consideration – the complete non-compliance of the build and the timescale involved meant that SDC could not enforce the planning conditions set. Resolved that clerk to write to SDC expressing Councils objection to the granting of the certificate of lawfulness and its frustration and concerns at the situation that such a period of time been allowed to elapse meaning that enforcement was no longer an option.

W Barnard rejoined meeting

iii) RLT3 application for Apex Park

Unanimously supported. Clerk to respond

b) Any other planning related matters notified to Clerk in advance of the meeting.

i) Planning application 41/16/00005/SJH. Application for Erection of Carport and

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replacement roof. Location :The Workshops (2), Chapel Road, Pawlett TA6 4SQ

Unanimously supported. Clerk to respond

12. To Receive Reports from Members of Meetings attended as representatives of the Parish Council.

a) M Neale reported on a presentation held by GB Sports and Leisure on 10th May regarding safety inspections of playground equipment that he found very informative

b) R Winter reported on the 'Good Councillor' course organised by SALC on 11th May and encouraged other councillors to attend subsequent courses over the summer months

13. Consider Insurance quotes for renewal 1st June 2016

Clerk reported that she had gained 3 additional quotes for renewal in addition to the one provided by the current insurers to the Council, Zurich. The quote provided by Hiscox, via the brokers Came and Company, was unanimously chosen by Councillors as it was felt that it was a competitive quote that covered all aspects required by the Council. In addition Hiscox offered an additional 5% discount if a three year long term were entered into. Council unanimously resolved to renew with Hiscox and enter into a three year long term agreement.

A Baker & H Smith left meeting as declared interest

14. Consider grant request from Village Hall

The grant application for a contribution towards the cost of installing a new boiler had previously been circulated amongst members. It was agreed that the work had been done for a fair price and it was unanimously agreed to grant the full request of £1,200 to the Village Hall Committee.

A Baker & H Smith rejoined meeting

W Barnard left the meeting

15. Financial Matters.

a) The following payments were approved:-

- i. Clerk's salary, chq 830, £293.96
- ii. The Post Office, Clerk's PAYE contributions, chq 831, £373.60
- iii. Clerk's expenses, chq 832, £48.60
- iv. Green Energy Plc, chq 833 (inc £0.27 VAT), £5.64
- v. Information Commissioner, chq 834, £35.00
- vi. SALC, affiliation fee, chq 835, £292.20
- vii. SLCC, subscription, chq 836, £149.00
- viii. K Smith, Internal Auditor, chq 837, £40.00
- ix. R Winter, reimbursement for land registry enquiry, chq 838, £34.80
- x. Village Hall Committee, boiler grant chq 839, £1,200.00
- xi. Came & Company, Insurance renewal chq 840, £321.25

b) To approve Year End Accounts 2015/16

The clerk had previously circulated the year end accounts that showed that the balance total held by the council as of 31/3/16, year end, was £26,285.03. The accounts were unanimously approved by the Council and signed by the Chairman.

c) Approve Risk Management Report

As agreed last meeting the clerk had amended the risk management report to clarify the impact level of each risk. The report was unanimously approved and signed by the chairman

d) Any other financial matters notified to the Clerk

None

16. Consider Internal Auditor's Report

The Clerk reported that the Internal Auditor had completed her review and had signed the relevant section of the Annual Return without any qualification.

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17. Annual Return – approve Section 1, the Annual Governance Statement

The clerk read out and stated each section of the Annual Governance Statement that the council had carried out its duties correctly. This was approved.

18. Annual Return – approve Section 2, the Accounting Statement

The Financial Statement presented was approved by the council and signed by the Chairman and Clerk

19. Roads and Footpaths.

a) Land adjoining A38 (Old Main Road to Manor Road)

R Winter reported that he had contacted the land registry in an attempt to gain information on the boundaries with limited success. M Neale had brought documents to the meeting regarding his property (which is involved with the boundary under discussion) dating from 1926 outlining the boundary which is inside the ditch. The document mentions concrete posts (still in evidence today) marking the boundary. Therefore the ditch, grass and footpath is owned by Somerset County Council. Clerk to contact SCC with copies of the deeds showing the boundary and request that they take responsibility for maintenance.

b) Speeding and lorry movement concerns raised, A38 near Walpole Farm

R Winter and H Smith reported that they had visited the home of the resident who had complained of speeding of lorries on the A38 to gain further information. It appears that Virador are doing all they can and are requesting their drivers stay under 50mph. It was thought that there is little else the Parish Council could do as the road currently carries a 60mph speed limit. It was suggested that the resident wrote to Highways with their concerns and requested that they kept the PC updated

c) Any other matters relating to roads and footpaths in the Parish.

- i. Guants Road – the 30mph sign post has been replaced but no indication as yet when the Guants Road sign will be replaced
- ii. Grass by Monmouth Farm Close – a complaint had been received about the lack of grass cutting. Clerk had consulted with the contractors who indicated that they were aware of the situation but had been unable to cut the grass due to vehicles parked on the verge. Agreed to cut when the area was clear
- iii. Parking at Monmouth Farm Close junction – concerns were raised regarding parking at the junction obscuring visibility. Clerk to write to SCC to request double yellow lines

20. Playground Inspections – review report and plan schedule of repairs

It was felt that the main issue highlighted in the report was the edging around the wet pour lifting and becoming a trip hazard. M Neale agreed to approach A Barnett for a quote. The painting is currently in progress by A Barnett. M Neale also agreed to contact GB Sport and Leisure for a quote / assessment of the wire on the access net at the Guants Road site

21. Consider construction of a Parish Council website

Clerk reported that whilst Pawlett is currently above the income threshold set that requires compliance with the Transparency code and the requirement to have a website, changes in the audit rules require audit papers and certificates to be displayed on line. Whilst it was hoped that this year a neighbouring parish would host Pawlett's documents, it is becoming clear that a website is a necessity for the Parish Council. Clerk to circulate examples amongst members to gain views on construction / appearance and to bring example costing to the next meetings

**22. RLT2 & RLT3 payments held by Sedgemoor District Council – update on spend
Suggestions**

As W Barnard had left meeting earlier and was researching information about constructing a bike track it was decided to defer this item to the next meeting.

Other councillors reported that older teenagers in the parish have requested a youth club – M Seabourne and C Clark to carry out further research and report back

23. Christmas Tree on the Green – consider base / anchoring system

It was unanimously agreed to have a Christmas tree on the green again this year.

Discussion occurred regarding a live versus cut tree and it was agreed that a cut tree of approx 15' was the agreed option. C Clark agreed to contact a local blacksmith regarding a quote to manufacture a stand to hold tree firm. A Baker to order a 15' tree.

24. Correspondence:

1. Somerset County Council
 - a) Email re bus service 375 through Polden Villages
 - b) Mineral and Waste Development Scheme
2. Sedgemoor District Council
 - a) Affordable Housing Team – following site meeting 26th April
3. Somerset Waste Partnership – monthly briefing, May 2016
4. PSRA Correspondence
5. Letter re crematorium
6. Email re A38 / Walpole Farm
7. Hinkley Point C –Look Ahead

25. Topics for Future Meetings

- i. Youth club / activities for older children

26. Date and time of the next meeting –20th June 2016 at 7.00 pm in the Village Hall, Old Main Road, Pawlett.

Meeting closed at 10.02 pm