

BRYMPTON PARISH COUNCIL

MINUTES OF THE ANNUAL BRYMPTON PARISH COUNCIL MEETING HELD ON WEDNESDAY 18TH MAY 2011 AT THE JUBILEE HALL, THORNE COFFIN

(7.10 P.M. – 10.20 P.M.)

Mrs E Glaisher (Chairman)
Mr E Appleby
Mr J Hanson
Mr P Seib (8.40 p.m. – 10.20 p.m.)
Mr J Strong

Mr R Meecham (Vice-Chairman)
Mr E Galjaard
Mr G Pritchard
Mr D Shutler

Mrs E James (Clerk to the Council)

PUBLIC OPEN SESSION

A parishioner raised concerns regarding parking on Stourton Way on football match days, advising that vehicles are being parked on both sides of the road. It was suggested that she could start a residents action group and media publicity should be encouraged. It was suggested that YTFC might be asked to place bollards along Stourton Way. It was agreed to speak to the PCSO regarding the problems. Concerns were also raised regarding litter problems at Oak Tree Park. It was AGREED that the problem had improved over the last few weeks.

1/11 ELECTION OF CHAIRMAN

Mr Meecham proposed and it was unanimously RESOLVED to appoint Mrs E Glaisher as Chairman for the forthcoming year.

2/11 ELECTION OF VICE-CHAIRMAN

Mrs Glaisher proposed and it was unanimously RESOLVED to appoint Mr Meecham as Vice-Chairman for the forthcoming year

3/11 TO RECEIVE ANY APOLOGIES FOR ABSENCE

Apologies for absence, by reason of holiday, were received from Mr P Dutton and Mr P Sealey.

4/11 TO RECEIVE ANY DECLARATIONS OF INTEREST

Mr Meecham declared a personal interest in items concerning the District Council, as an employee of South Somerset District Council. Mr Shutler declared a personal interest in items concerning Yeovil Town Council as an elected member of that Council. Mr Shutler declared a personal interest in agenda item 17 (Allotments) as a fellow Yeovil Town Councillor, Mr Lock, had been asked to quote for works to the allotment site.

5/11 MINUTES OF THE MEETING HELD ON 23RD MARCH 2011

It was RESOLVED to confirm the minutes of the meeting held on 23rd March 2011

6/11 ELECTION OF REPRESENTATIVES

It was RESOLVED to appoint the following representatives:

Somerset Association of Local Councils	Mr R Meecham & Mr P Seib
Yeovil Crematorium & Cemetery Committee	Mr P Dutton
Abbey Community Association	Mr G Pritchard
Crime & Disorder	Mr J Hanson
Flying Liaison Advisory Group	Mr J Strong

7/11 PERSONNEL

- (a) It was RESOLVED to appoint Mr Appleby, Mr Dutton, Mr Seib and Mr Shutler as members of the Staffing Committee.
(b) It was RESOLVED to appoint Mr Hanson, Mr Meecham and Mr Pritchard as members of the Grievance Working Party.

8/11 CHAIRMAN'S FUND

Mr Meecham proposed and it was RESOLVED that the amount of the Chairman's Fund in pursuance of Section 15(5) of LGA 1972 for 2011-2012 would be £250.

9/11 CRIME, DISORDER and COMMUNITY SAFETY

- (a) PCSO Weeks had advised that lead thefts have ceased and those responsible have been caught and charged with the offences. The recent spate of graffiti seems to have stopped.
(b) Chief Superintendent Nikki Watson, District Commander – Newsletter, circulated prior to the meeting - NOTED.
(c) It was noted that stones are being thrown from Lawrence Way onto windows of a bungalow at Thorne Gardens, it was agreed to pass this on to the PCSO. It was agreed to raise the issue of car parking on Stourton Way during football matches with the PCSO, as it is believed that this can be classed as anti-social behaviour. It was also agreed to ascertain whether a meeting of the Football Liaison Group could be called to discuss parking problems.

10/11 CHAIRMAN'S ANNOUNCEMENTS

None

11/11 REPORTS FROM

(a) **SOMERSET COUNTY COUNCILLOR** - none

(b) **DISTRICT COUNCILLORS** - none

(c) **PARISH REPRESENTATIVES ON OUTSIDE BODIES and MEETINGS/WORKSHOPS ATTENDED BY COUNCILLORS**

Yeovil Crematorium & Cemetery Committee - it was agreed to ask the Committee to consider requesting a "no right turn" into the crematorium entrance to alleviate traffic problems.

12/13 CLERK'S REPORT

- (a) **YTFC** – It was NOTED that the meeting to take place on 9th May 2011 at the Football Club had been cancelled by the Club.
(b) **YTFC** – Funfair. It was NOTED that a response has been received from YTFC regarding concerns raised over the recent Funfair. YTFC advised that no complaints had been received by the Club at the time of the funfair. There are no fun fairs scheduled but YTFC will advise if a further event is planned.
(c) **Higher Ream** – It was NOTED that the quarterly operational inspection for Higher Ream advised that the corrosion of the toddlers cradle swings should be monitored. Councillors NOTED that the corrosion will be removed when the equipment is repainted.

- (d) **Abbey Community Centre** – It was NOTED that thanks have been received for the provision of the fifth table in the Parish Room.
(e) **Post Office provision** – It was NOTED that David Laws MP had asked for an update from the Post Office, who advised that they are still investigating provision of services in the area.
(f) **Use of Dr's Surgery at The Forum** - It was NOTED that the former surgery remains vacant.

13/11 CORRESPONDENCE

- (a) **SSDC, Area South Community Safety Action Panel** - multi agency working at a local level. It was agreed that the Clerk would respond, following consultation with Mr Hanson.
(b) **SSDC** – Register of interest forms – Councillors were reminded to return their completed Register of Interests direct to SSDC, no later than Friday, 3rd June 2011.
(c) **SSDC** – Area South News, Issue 1 – April 2011 – NOTED.
(d) **SSDC Play and Youth Facilities Officer** - It was NOTED that following consultation the following play equipment will be installed at Jasmine Close Play area during the next 8 to 10 weeks:

Buddy Swing
Gravity Bowl
Mini Spinner

It was further NOTED that All equipment will be installed by Playdale Playgrounds Ltd and the installation should take around 2 to 3 days

- (e) **SSDC Returning Officer** – It was NOTED that Mr J Richardson & Mr P Seib had been elected to serve the Brympton Ward of SSDC.
(f) **SCC Chief Executive** – Rural broadband – NOTED.
(g) **Local Council Advisory Service** – It was NOTED that the annual seminar will take place on 19th July 2011, to be attended by the Clerk. It was AGREED that no Councillor would attend the seminar.
(h) **Yarlington Homes** –

Neighbourhood Plan Yeovil Abbots Way - 13 July 2011 – NOTED.

Alvington Fields Neighbourhood Plan – It was NOTED that a hard copy of the report is available from the Clerk.

- (i) **Somerset Waste Partnership** - Recycling Centre changes - NOTED.
(j) **NALC** - E-learning: new online tools to help community leaders – NOTED.
(k) **SALC** – the next meeting will be held on Monday, 13th June 2011.

(l) **SCC – Further Electoral Review of Somerset**

It was NOTED that Somerset is to be the subject of a Further Electoral Review by the Local Government Boundary Commission. The review will commence in August and completed by summer 2012, with any agreed changes implemented for the 2013 County Council elections.

14/11 PLANNING

(a) **DECISIONS ON APPLICATIONS**

Members NOTED the approval with conditions of planning applications 07/05341/OUT,11/00177/FUL, 11/00335/R3D, 11/00534/FUL, 11/00674/TPO, 11/00681/FUL, 11/00970/FUL, 11/01054/FUL and 11/01088/FUL Members also NOTED the refusal of application

(b) **APPLICATIONS CONSIDERED (UNDER STANDING ORDER NO. 79) BEFORE THIS MEETING**

In accordance with Standing Order no. 79, Councillors NOTED and APPROVED the recommendation made for the following applications:

11/01054/FUL – the erection of a first floor extension and a single storey extension to front of dwellinghouse and a dormer to rear (GR 352735/116315)

20 Jasmine Close

RECOMMENDATION: **Approval;** however there are concerns over the size of the dormer to rear.

11/01088/FUL – the erection of an entrance porch (GR 351451/116656)

Bridge Cottage, Cartgate Link Road, Lufton

RECOMMENDATION: **Approval**

11/01234/COU – the change of use of premises from car body repair shop (Use Class B1) to Leisure (Use Class D2)(GR352356/116892)

Unit 3 Artillery Road

RECOMMENDATION: **Approval;** however there are concerns over the additional car parking. When the site was visited at 4pm recently there were many cars parked "off site" so this application could well exacerbate the situation.

11/01259/FUL – the use of land as an allotment site and the formation of a vehicular access and parking area (GR 351319/117303)

Land OS 3222, Balls Hill, Lufton

RECOMMENDATION: **Approval**

10/01875/REM – the erection of 717 dwellings, a local neighbourhood centre incorporating retail/office space with associated highway, drainage and landscaping (Revised Scheme) (GR 351985/116577)

Land at Lufton

The Parish Council is pleased that its concerns on the original application regarding the "canyon" style frontages and 3-storey housing butting up to Boundary Road have been addressed. It is also pleased that the bus stops have now been clearly defined. Restricted Development Rights has not been addressed with this application. In view of the style of street scene the Parish Council would wish to see an Article 4 Directive imposed to protect the "heritage village street scene for the future.

The Council's concerns over the impact of multiple bin storage on the street scene was not included with this application, although the Council understands that this is being reviewed. When submitted to SSDC, the Council would like to see these plans for comment please.

The Council is concerned that there are no traffic "slowing" measures to address the speed of traffic approaching from the west at the Montacute Bridge. The Council is concerned that this will become an accident "black spot," especially for cyclists. Cycle path provision has been more clearly defined, however, the Council is concerned that the path from Bluebell Rd onwards to Montacute seems a "dangerous" environment. A cyclist has to cross from south to north side of road and then back to south to re-join the Montacute road for onward travel at the Montacute Bridge. More thought needs to address this dangerous scenario and it is considered that a condition should be imposed that the cycle route from Bluebell Road should be improved.

The plans do not make clear how the Lufton hamlet is accessed – could a plan be supplied showing exactly where Lufton Lane will be stopped up.

The Parish Council will be asking SCC Highways for the latest traffic study, so that it can have an overall view of the traffic impact on the west side of Yeovil caused by all the major developments now in the planning process in this area.

The Parish Council is concerned that there will be no safe playing area for early occupants of the estate and would ask that a condition be imposed to bring forward a playing area as quickly as possible.

The Parish Council wish to state again the necessity for a school to be built on this Key Site, although the site does not form part of this application, and would urge SSDC to maintain pressure on the County Council to provide this.

11/01453/FUL and 11/01455/LBC – demolition of outbuilding and the erection of a two storey extension to rear of dwelling (no. 2) and the erection of a rear porch to dwelling (No. 1) (Revised application) (GR 352320/116273)

1 & 2 Houndstone Corner, Preston Road

RECOMMENDATION: Approval

11/01502/FUL – the erection of a two storey and single storey side extension (GR 353206/116956)

73 The Toose

RECOMMENDATION: Approval

(c) PLANNING APPLICATIONS FOR CONSIDERATION

11/01723/S73 – application to vary condition no. 4 of planning approval 05/02825/OUT relating to highway/infra structural improvements (GR 353026/116337)

Adjacent to Parish

Car Park, Houndstone Retail Park, Western Avenue

RECOMMENDATION: RECOMMENDATION: Approval – however, the Council considers that the Section 106 highways contribution should be spent on the Asda roundabout area.

11/01725/S73 – application to vary condition no. 12 of planning approval 09/02962/REM relating to approved plans and to remove condition no. 15 relating to highway works (GR352957/116419)

Adjacent to Parish

Car Park, Houndstone Retail Park, Western Avenue

RECOMMENDATION: Approval – however, the Parish Council would like to be advised which trees are being removed.

(d) PLANNING/DEVELOPMENT UPDATES

(i) Application 11/01204/EIASS – it was agreed to investigate why SSDC considered an Environmental Impact Assessment was not required, as it is considered that the increased traffic movements will have a significant environmental effect

(i) SSDC Consultations, Draft Core Strategy - Yeovil Traffic Modelling Report February 2011 -NOTED.

(ii) Government proposals that change of use from commercial to residential would be classed as permitted development, with no planning permission required and no statutory right to comment by parish councils were NOTED and personal responses will be made by Councillors. <http://www.communities.gov.uk/publications/planningandbuilding/relaxationchangeconsultation>

(iii) Western Corridor Study – it was NOTED that SCC had not carried out any further strategic corridor modelling (using Saturn) for the Western Corridor and there is no further study or report. SCC had focused on responding to individual development proposals as they come forward, or even more specifically looking at individual junction options. It was AGREED that there was inadequate oversight and that there should be an overall strategy in place. It was appreciated that under-staffing could be a major cause of the lack of a study but it was considered that the lack of a cohesive plan was also affecting the economy. It was agreed to raise this lack with Mr Crabb, the County Council, District Council, SSDC Ward members and also David Laws MP.

Mr Seib arrived at the meeting.

Mr Seib declared that as a District Councillor, he may be asked to consider matters at the District tier, which have already been considered by Brympton Parish Council. When this happens he will have to reconsider the matter at the District Council level, taking into account all relevant evidence and representations made at that time. Similarly, as a District Councillor, he declared a Personal Interest in any agenda items affecting the relationship between Brympton Parish and South Somerset District Council.

(e) NOMINATIONS FOR PLANNING WORKING GROUP TO CONSIDER FORTHCOMING PLANNING APPLICATIONS

It was AGREED that Mr Meecham and Mr Galjaard would be members of the planning working party for the following month.

15/11 INTERNAL AUDITOR

(a) Report 2010-2011

A report from Mr T P Colgan, Internal Auditor to the Parish Council was NOTED. It was agreed that no action need be taken on the report. Thanks were expressed to Mr Colgan.

(b) Appointment of Internal Auditor for 2011-2012

Mr Meecham proposed and it was RESOLVED to reappoint Mr T P Colgan to act as Internal Auditor for the financial year 2011-2012, on the same basis as financial year 2010-2012,

16/11 ADOPTION OF ACCOUNTS 2010-2011

(a) Mr Meecham proposed and it was unanimously RESOLVED to approve the accounts for the financial year 2010-2011. The bank reconciliation statement was NOTED and APPROVED.

(b) Mr Meecham proposed and it was unanimously RESOLVED to approve the annual governance statement for the financial year 2010-2011.

17/11 ALLOTMENTS

Councillors NOTED that SSDC had made an error when sending out the planning application and included “ the use of land as an allotment site” on the heading. This has now been amended to read “The formation of vehicular access to proposed parking area and allotment site (GR 351319/117303)” only. Requests for quotations had been received from three contractors, being D Ruddle Civil Engineering Ltd, Mike Lock Construction & Plant and Lillington Plant & Construction, but no contract can be accepted until the result of the planning application is received. The draft legal agreement with the landowner and a draft agreement between the Parish Council and the Allotments Association had been seen by Mr I Clarke, SSDC Solicitor, who had made some proposals for amendment. It was AGREED that the agreements would be looked at by the Chairman, Vice-Chairman and Clerk prior to discussion by Council and that on

receipt of the planning decision an additional Council meeting will be called. It was suggested that a representative should be appointed to the Allotments Association.

18/11. OAK TREE PARK

(a) ONSIDE STEERING GROUP

The Community Safety Officer had advised that the Onside Steering Group, (a group comprising the Yeovil Town Community Sports Trust in association with local community support agencies), had recently discussed whether Oak Tree Park was an area of anti-social behaviour which would benefit from having an Onside football scheme. The Steering Group had suggested that the Parish Council might consider organising litter picks, with adult community volunteers and young people working together, over a period of time (e.g. every week for a 4 week period). The young volunteers would then be offered tickets to a Yeovil Town match as a reward if they are involved in each of the 4 sessions. Following this exercise, if adults in the community have enjoyed working alongside the young people and are willing to volunteer further an Onside scheme could be considered subject to the steering group having enough funding. The Community Safety Officer believed this should help publicise and raise awareness around the litter left in the park and encourage young people to become part of the solution by offering a reward. The scheme had also been discussed at a meeting held with the Chairman, Vice-Chairman, Mr Hanson and the Manager of Tesco. Following further discussion it was agreed to ask for adult volunteers to come forward, by promoting the litter-picking scheme in Newlink and on posters within the area. Should the litter picking scheme prove successful, and adult volunteers come forward, the Onside scheme would be discussed at a further meeting.

(b) ADDITIONAL LITTER CLEANING

SSDC Street Scene had asked whether the Parish Council wished to pay for additional litter picks of Oak Tree Park during the summer months. Three options were discussed, Mr Shutler proposed and it was unanimously RESOLVED to pay £1691.53 for 23 weekend litter picks, additional Bank Holiday litter picks and a further 6 additional litter picks during the school holidays from 23rd July – 27th August. (Power: POWB)

19/11 YEOVIL IN BLOOM – SPONSORSHIP OF HOUNDSTONE ROUNDABOUT

Mr Seib proposed and it was unanimously RESOLVED to pay for a three-year contract for the sponsorship of Houndstone roundabout from 1st April 2011 – 31st March 2014 at a cost £750 per annum. It was further agreed to ascertain the cost of sponsorship of the roundabout at the junction of Western Avenue with Stourton Way. (Power: s.144 LGA 1972)

20/11 COUNCILLORS

(a) Training – Mr Meecham proposed and it was unanimously RESOLVED to approve expenditure on Councillor training for Mr Appleby, Mr Galjaard, Mr Hanson & Mr Sealey in the sum of £75.

b) Councillors Allowances – it was NOTED that six Councillors will claim the allowance of £100 payable under the In accordance with the Local Government Act 2000, Local Authorities (Members Allowances)(England) Regulations 2003 Reg. 30,

21/11 SIGNAGE FOR ABBEY COMMUNITY CENTRE

To improve signage for the Abbey Community Centre, Mr Meecham proposed and it was unanimously RESOLVED to approve expenditure estimated at £150. This sum will cover the provision of three signs on the County Council network and the supply of an additional sign to be erected by a member of the Community Centre. Power: s.133, LGA 1972

22/11 QUANTUM THEATRE PERFORMANCE ON 26TH JUNE 2011 AT BRYMPTON HOUSE

Councillors NOTED that due to the non-availability of Brympton House the theatre performance has been cancelled. The sum of £21 had been spent on a temporary events notice. The sum of £1,500 had been reserved in the budget for this event which will be vired into the general budget.

23/11 TIME OUT TOGETHER

It was NOTED that the Time Out Together Management Committee had made a decision to close the charity due to lack of financial stability for the future. In October 2010 the Parish Council made a grant of £375 to "Streetwise Youth Club", part of Time Out Together, to assist with the £750 cost of an outdoor awning. The Management Committee asked whether the Council would like the awning returned or if the Council would be happy for the awning to be either donated or sold and funds used for the final closure of the charity. Mr Seib proposed and it was RESOLVED that Time Out Together could sell the awning to assist with the final closure of the club.

24/11 VENUES AND PROPOSED PARISH COUNCIL MEETING DATES FOR 2011-2012

The following venue and meeting dates proposed for the year 2011-2012 were agreed. Meetings commence at 7.30 p.m. except for the meeting of 25th April. This meeting follows the Annual Parish Meeting which commences at 7.30 p.m..

15 th June 2011	Jubilee Hall, Thorne Coffin
27 th July 2011	Parish Room, Abbey Community Centre
24 th August 2011	Jubilee Hall
28 th September 2011	Parish Room
26 th October 2011	Parish Room
23 rd November 2011	Parish Room
21 st December 2011	Jubilee Hall
25 th January 2012	Parish Room
22 nd February 2012	Parish Room
28 th March 2012	Parish Room
25 th April 2012	Parish Room
2012-2011	
25 th May	Annual Parish Council meeting at the Parish Room.

25/11 HIGHWAYS

(a) Alvington - Highmere (former Golden Acres Nursery). To note that remedial work has now been carried out and large vehicles are now able to reverse without impeding other vehicles.

(b) SCC Highways – It was agreed that the Council consider the ban on recruitment of staff in the transport development group is having a detrimental affect on staff ability to meet deadlines and serious economic consequences which outweigh any savings. It was therefore AGREED to write to the Portfolio Holder asking that the policy of banning the recruitment of staff be reviewed.

(c) Football Club Parking – concerns had been raised with YTFC regarding car parking within the Houndstone area on football match days. YTFC had advised that they intend to place an article on car parking on the club website and also the match day programme for the new season

(d) It was AGREED that the Clerk would ascertain why the streetlight at the junction of Percivale Road and Larkhill Road is not connected to an electricity supply.

(At the meeting of 1st June 2011 it was agreed that the following should have been added to the minutes:

It was also AGREED that County Councillor Crabb should be asked to query the position regarding the completion of highway works at Percivale Road)

(e) It was AGREED that the Clerk would ascertain the highway policy on planting on roundabouts.

26/11 REVIEW OF INSURANCE

Councillors reviewed the insurance cover and it was NOTED that the office content had been increased to £1000 and the Insurance Tax has increased from 5% to 6%.

27/11 FINANCE

(a) Future of local public audit – comments will be forward to SALC by the Clerk.

(b) Bank Mandate – it was AGREED to approve the addition of Councillors Appleby, Galjaard, Hanson, Sealey, Shutler and Strong as signatories to the bank account.

(c) Receipt of the Council precept in sum of £53916.13 was NOTED. The sum included £4018.13 being the cemetery deficit.

(d) Receipt of £3,166.95 being VAT repaid from 01/10/2010 – 31/03/2011 was NOTED.

(e) It was NOTED that in accordance with the LGA 2000, payments made to Councillors during 2010-2011 have been advertised.

(f) It was NOTED that the sum of £132.28 (including VAT of £22.04) had been taken by direct debit on 18th April 2011 by BT, for the cost of telephone rental and charges.

(g) The bank reconciliation as at 28th April 2011 was NOTED and APPROVED.

(h) Three payments made prior to this meeting were NOTED and APPROVED:

G B Sport & Leisure – hdpe panels	£186.00
SSDC – Playground inspections	£211.69
Mrs E M James – Purchase of table	£159.60

(i) It was RESOLVED to approve the following schedule of payments:

J R B Enterprise Ltd	£302.40	Dog bin	ch. no. 01577
Broker Network Ltd	£740.35	Insurance	ch. no. 01578
Zurich Management Serv	£114.00	Subscription	ch. no. 01579
SALC	£75.00	Councillor Training	ch. no. 01580
Democratic services	£72.43	Democratic services	ch. no. 01581
ACA	£108.00	Office rent	SO
Democratic services	£1,043.44	Democratic services	SO
Total Payments	£2,455.62		

28/11 ITEMS TO BE DISTRIBUTED

Clerks & Councils Direct, May 2011

CPRE – Countryside Voice & Somerset Matters

29/11 QUESTIONS AND ITEMS ARISING AFTER THE PREPARATION OF THIS AGENDA, WHICH THE CHAIRMAN AGREED TO TAKE AS URGENT. SUCH MATTERS BEING FOR NOTING OR DEFERRAL TO A FUTURE MEETING.

None

30/11 ITEMS FOR NEXT MEETING

Reviews of Standing Orders

31/11 DATE OF NEXT MEETING

The next meeting will be held on 15th June 2011 at 7.30 p.m. at The Jubilee Hall, Thorne Coffin, although members were made aware that a meeting may be called prior to this date. .