

BRYMPTON PARISH COUNCIL

MINUTES OF the meeting of BRYMPTON PARISH COUNCIL held on Wednesday 25th March 2009 at the Parish Room of the Abbey Community Centre (7.30 p.m. - 10.30 p.m.)

PRESENT:

Mrs E Glaisher (Chairman)

Mr P Dutton

Mr G Pritchard (7.50 p.m.-10.30 p.m.)

Mr D Shutler

Mr M Amor

Mrs D Jagger

Mr P Seib

Mrs M Thomas

PC Lee Hall

Mrs E M James (Clerk)

Mr P Hook (Tree Warden)

Public Open Session - concerns were raised by residents of Westminster regarding trees in Western Avenue.

253/08 APOLOGIES FOR ABSENCE AND TO CONSIDER ACCEPTANCE OF THE REASONS

Apologies for absence were received from Mr Meecham, by reason of holiday, Mr Graham, by reason of family commitments and Mr Legg by reason of work commitments. These apologies were accepted and approved.

254/08 DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE PARISH COUNCILS (MODEL CODE OF CONDUCT) ORDER 2007

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 and Portfolio Holder, he declared a Personal Interest in any agenda items affecting the relationship between Brympton Parish and South Somerset District Council. Mrs Thomas declared a personal & prejudicial interest in agenda item 14, YOUTH CAFÉ, being the owner of the café.

255/08 CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON 25th FEBRUARY 2009

It was RESOLVED to approve the minutes of the meeting held on 25th February 2009.

256/08 CRIME, DISORDER and COMMUNITY SAFETY

(a) PC Hall gave an update on police priorities for the area and advised that Operation Flake will recommence at Easter. PC Hall advised that there had been minor issues with mini-moped. It was agreed that the Clerk would write to Sovereign Housing Association with regard to a gate that Sovereign had agreed to install at King Arthur Drive, but which had not been installed. PC Hall advised that PCSO Phimister should be able to help with a youth café.

(b) Review of crime statistics - NOTED

257/08 CHAIRMAN'S ANNOUNCEMENTS

None

258/08 REPORTS FROM:

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

(b) **DISTRICT COUNCILLORS** - Mr Seib gave an update on the work of the District Council and advised that traffic management at YTFC had been discussed.

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

(i) 7 Councillors and the Clerk had attended the introduction to the Power of Well-Being held by SALC.

(ii) Abbey Community Association - it was NOTED that the final invoice from Stacey Construction, in the sum of £19412.46, and from Keith Farmer, in the sum of £3898.50, have now been paid.

It was resolved to bring forward agenda item 13

259/08 TREE MANAGEMENT - WESTERN AVENUE

Mr Poulton, SSDC Tree Officer, had prepared a report making recommendations for tree management along the eastern side of Western Avenue which had been circulated prior to the meeting. It was noted that eventually all 27 trees will be taken out but that at present it was intended to fell 11. Members considered whether to offering funding towards tree replacement, an indication of replacement cost s were given, being between £30 - £60 per tree, dependant on size, together with a cost of £5 per tree approx for stakes, ties and strimmer guards. It was NOTED that trees could be stored and irrigated at Lufton Nursery for up to two years if necessary, ready to plant when required. SSDC's contribution is the offer to remove the existing trees and Mr Poulton's time. No contribution has been agreed by SCC at this time. Mr Hook, Mr Parks and Mrs Harrison, Tree Wardens for Brympton, had been given copies of the proposals. It was NOTED that £1300 remained unspent in the Yeovil in Bloom budget for 2008-2009 and £8874 within the Public Open Space budget. Mr Seib proposed and it was agreed that the Council was minded to approve a budget of £500. It was AGREED to ask Mr Poulton what could be provided for £500. It was agreed that the Council would like some evergreen planting and also a public asset tree on the open area by the roundabout entrance into Stourton Way.

260/08 CLERK'S REPORT

(a) **Driver Awareness Course** - the Driver Awareness Course will be held on Tuesday, 14th April at The Parish Room, Abbey Community Centre.

(b) It was NOTED that the LOSP noticeboard (min. no. 239/08(g)) had been installed.

(c) It was NOTED that the Clerk attended the SLCC Practitioners Conference on 27th & 28th February 2009 and attended workshops on various topics, including The Code of Conduct, Annual Returns, Freedom of Information Publication Scheme.

(d) **Financing and working in partnership with other authorities** (min. no. 244/08 - it was NOTED that Mr Tawse, Yeovil Town Clerk, had advised that adequate budget provision has been secured for the Christmas 2009 display.

(e) It was NOTED that the Yeovil in Bloom Committee had invited Mr Shutler to join the Committee.

261/08 CORRESPONDENCE

- (a) Cllr Tony Lock, Chairman of the Area South Community Safety Action Panel , Community Payback scheme - NOTED.
- (b) Digital UK – NOTED.
- (c) SSDC – Guidance leaflet on dispensations for Parish Councillors - NOTED.
- (d) SSDC – Easter, Spring and Summer Bank Holiday recycling and refuse collections - NOTED and advertised.
- (e) SSDC – Final flood awareness workshop – to be held on 15th April at Broadway Village Hall - NOTED.
- (f) Abbey Community Association - letter of thanks for all the assistance and funding given by the Council - NOTED.

262/08 PLANNING

(a) DECISIONS ON APPLICATIONS

Members noted the approval with conditions of planning applications 08/05150/ADV, 09/00013/FUL and 09/00263/FUL.

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

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

08/03054/FUL - The erection of a conservatory to the rear of dwellinghouse (GR353156/116996)

27 Arlington Close

RECOMMENDATION: Approval

09/00113/FUL - Demolition of existing detached store, the erection of a two storey office extension an extension to conservatory, a cycle shelter and associated paving (GR 352555/116872)

Wynford House, Lufton Way

RECOMMENDATION: Refusal - due to the impact on the commemorative trees. It should be remembered that these trees were planted to commemorate the lives of members of the Armed Services killed during WW2 who were serving at Houndstone. Should SSDC decide to grant approval the Parish Council would accept the offer of replacement yew trees. However, to retain the visual aspect of the site the Council would recommend that the replacement trees be planted underneath the existing horse chestnut and silver birch trees, these horse chestnut & silver birch trees need not removed until the yew trees are of a substantial size. The Council would accept the offer of maintenance, rather than felling, of remaining trees. Any approval should also be subject to a condition/obligation to secure the pedestrian access. The Parish Council considers this essential to promote sustainable non-car travel.

09/00710/LBC - the carrying out of internal alterations to form 4 bedrooms and associated bathroom and the insertion of 3 conservation rooflights (GR 352008/115477)

Brympton D'Evercy, Brympton

RECOMMENDATION: Approval, subject to

- Ensure the historic fire places are retained intact;
- Ensure the Velux windows insertion is not damaging to the roof/tiles;
- All work carried out must be in keeping with this historic building;
- Comments and agreement of English Heritage.

09/00282/FUL - The erection of a porch to side of dwelling (GR 352285/116105)

34 Fennel Way

RECOMMENDATION: Approval

(c) APPLICATIONS FOR CONSIDERATION

09/00202/FUL - the erection of a detached garage (GR353064/116662) - amended plan

4 Sutton Grange

RECOMMENDATION: Approval

(d) PLANNING/DEVELOPMENT UPDATES

(i) **Land of Leather** - It was NOTED that the Land of Leather sign had now been switched off.

(ii) **Wynford House** - it was noted that application 09/00113/FUL will be decided at Area South on 1st April.

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

It was AGREED that Mr Meecham & Mr Legg would be members of the Planning Working Group for the month.

263/08 CLERK'S TRAINING

Mr Seib proposed and it was RESOLVED to approve expenditure of £15 to SLCC to enable CiICA Module 7 to be taken by the Clerk.

264/08 PARISH COUNCIL WEB SITE

Mr Dutton proposed and it was RESOLVED to approve additional expenditure of £500 on the Parish Council web site to enable Council activities to be kept separate from non-Council activities.

265/08 NEWSLINK

In accordance with the decisions made at the last meeting, 250/09, the publication of Newslink was discussed.

(a) Quotations for the printing of 3650 copies of Newslink, 8 pages printed on 120gsm paper had been received from SSDC, FWB Printing and GS Print (Yeovil). Prices exclusive of VAT are as follows:

SSDC -	£313.17 (Newslink stapled) (approx 8.5p per copy)
FWB Printing -	£500.00 (Newslink stitched) (approx 13p per copy)
GS Print (Yeovil) Ltd -	£522.00 (Newslink stitched) (approx 14p per copy)

It was AGREED that SSDC continue to print Newslink at a cost of approx 8.5p per copy.

(b) In 2005 it had been agreed that Newslink should be circulated to all businesses operating within the parish. Due to the increase in number of businesses and the postal price increase from 6th April 2009, the cost of printing and delivery to the industrial estate would be £100 per edition. It was AGREED to continue circulating Newslink to all businesses within the parish.

(c) During the Boundary Review Newslink had been delivered to all properties on Abbey Manor Park, including those within Yeovil Town boundary. It was NOTED that a further review should take place after the County Council elections in 2009 and before the next local elections in 2011. It was AGREED to deliver only to properties within the parish boundary until the Council is able to use the Power of Well Being when this decision will be reviewed.

(d) Delivery - It was agreed that Councillors would continue to deliver Newslink with the delivery schedule amended as appropriate. It was agreed not to increase the number of Newslink delivered by the Scouts.

Under 12(2) of the THE PARISH COUNCILS (MODEL CODE OF CONDUCT) ORDER 2007 the meeting was closed to allow representations to be made. Following public debate the meeting was reopened.

Mrs Thomas left the room.

266/08 YOUTH CAFÉ

It was agreed that the Council was supportive of a project proposing to open the Forum Café for one evening per week for young people of 11-15 years of age. It was agreed to place an article in Newslink asking for volunteers to assist with the project, it was noted that CRB checks would be required.

Mrs Thomas returned to the room.

267/08 CONSIDERATION OF GRANTS

In accordance with its powers under sections 137 and 139 of the Local Government Act 1972, it was RESOLVED to approve grants of £200 to St Margaret's Hospice, Shopmobility and South Somerset Association for Voluntary & Community Action Ltd. In accordance with its powers under S142, LGA 1972, it was RESOLVED to approve a grant of £200 to the South Somerset Citizens Advice Bureau.

268/08 REVIEW OF INTERNAL CONTROLS 2008-2009

A review of internal controls 2008-2009 for the Parish Council was carried out and approved following amendments.

269/08 HIGHWAY MATTERS

- (a) Wiltshire County Council - Various Traffic Regulation Orders - South West of Wiltshire - NOTED.
- (b) Stourton Way - it was NOTED that pot holes on the zebra crossing had been repaired and that remaining pot holes will be repaired within one month.
- (c) It was agreed to report that Stourton Way needed cleaning from Poplar Drive to White Mead and also a pot hole at Fennel Way.

EXCLUSION OF PRESS AND PUBLIC

The Council RESOLVED to exclude the press and public from the meeting in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be transacted (personnel issues).

270/08 CLERK'S SALARY

- (i) Following arbitration, the joint recommendation of NALC and SLCC for the year to 31st March 2009, for SPC 24 had been agreed at £10.734 per hour. In accordance with the Clerk's contract Mr Seib proposed and it was RESOLVED to approve this increase, the award to be back-dated to 1st April 2008.
- (ii) Under the terms of the Clerk's contract an annual review of salary should be made. As an in-depth review of salary was carried out in March 2008 and no material changes had taken place, it was agreed that the salary review would not take place until March 2010.

The Council RESOLVED to re-open the meeting to press and public.

271/08 FINANCE

- (a) The bank reconciliation statement, circulated at the meeting, was NOTED and APPROVED.
- (b) The final budget for 2008-2009, circulated prior to the meeting, was REVIEWED.
- (c) A payment to BT in the sum of £55.13 by direct debit on or after 18th March was NOTED and APPROVED.
- (d) The receipt of £1904.03 being a VAT repayment from HMRC was NOTED and APPROVED.
- (e) It was RESOLVED to approve the schedule of payments, circulated at the meeting.

Mr P Seib	£15	
Mr G Pritchard	£20	
SSDC	£405.74 & £1937.32	£2343.06
SLCC-CiLCA Management	£15	
Viking Direct	£72.99	
HM Revenue & Customs	£1023.66	
Mrs E M James	£96.50 and £922.53	*See Note on final page
SALC (for 2009-2010 financial year)	£1026.36	

272/08 ITEMS TO BE DISTRIBUTED

The Standards Board for England – Town & Parish Standard, February 2009
SSDC – Minutes of the Standards Committee held on 4th February 2009, Arts Directory, South Somerset
CPRE – Somerset Matters, Spring 2009 Newsletter and Annual Report, Countryside Voice, Spring 2009
Clerks & Councils Direct – March 2009
The Playing Field Winter 08-09

273/08 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.

Concerns were raised regarding obnoxious smoke coming from the Abbey Industrial Estate area. It was agreed to contact the Landlord.

Concerns were raised regarding litter at Oak Tree Park - the Clerk advised that an agenda item next month would be additional litter cleaning at the park.

Concerns were raised that there was no "no dogs allowed" sign in the children's play area at Oak Tree Park or a sign for notifying SSDC of any faults. The Clerk would investigate and report back to the next meeting.

274/08 ITEMS FOR NEXT MEETING

Adoption of accounts
Review of insurance - quotations currently being obtained
Annual report of internal auditor
Additional clean at Oak Tree Park (possibly 25 April - 26th Sept (23 weeks)

275/08 DATE OF NEXT MEETING

The next meeting will be held on 22nd April 2009 at the Function Room of the Airfield Tavern following the Annual Parish Meeting which will commence at 7.30 p.m.

276/08 FOOTPATH AT HUISH PARK STADIUM

The Stadium Manager of Yeovil Town Football Club had requested that the Parish Council consider funding repairs to the public footpath that crosses the club property between Western Avenue and Lufton Way. Advice has been sought from Mrs Layzell, Senior Land & Property Manager, SSDC, who had advised that the Football Club holds a 999 year lease on the site and is liable for all maintenance. It was NOTED that the Parish Council is not under any obligation to assist with any repairs to the footpath.

EXCLUSION OF PRESS AND PUBLIC

The Council RESOLVED to exclude the press and public from the meeting in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be transacted

Following discussion the Council RESOLVED to re-open the meeting to press and public.

It was AGREED to write to the Football Club, advising that the request was too vague and that further information was required. In view of reports from the Football Club printed in the local press over the past few years, it was also agreed to ask the Club to provide details of their long-term plans for the area.

* Note re payments approved -

Mrs E M James	£96.50 and £922.53
SALC (for 2009-2010 financial year)	£1026.36

Should read:

Mrs E M James	£96.50 and £1026.36
SALC (for 2009-2010 financial year)	£922.53