

**BRYMPTON PARISH COUNCIL**

**MINUTES OF THE ANNUAL BRYMPTON PARISH COUNCIL MEETING HELD ON WEDNESDAY, 16<sup>th</sup> May 2007 AT THE JUBILEE HALL, THORNE COFFIN**  
**(7.30 p.m. – 10.50 p.m.)**

**COUNCILLORS**

Mrs E Glaisher (Chairman)

Mr P Dutton

Mr C Lawrence (7.30 p.m. – 10.00 p.m.)

Mr A Powell

Mr P Seib

Mr R Meecham (Vice-Chairman)

Mr A Graham

Mr C Legg

Mr G Pritchard

Mrs E M James (Clerk)

Mr S Fox, Planning Officer, SSSC

Mr B Carlisle, Carlisle Jessop

**Public Open Session**

Concerns were raised over speeding traffic in Stourton Way.

**1/07. ELECTION OF CHAIRMAN AND SIGNING OF ACCEPTANCE OF OFFICE**

Mr Seib proposed and it was unanimously resolved to elect Mrs Glaisher as Chairman for the forthcoming municipal year. Mrs Glaisher signed the acceptance of office.

**2/07. CO-OPTION OF TWO COUNCILLORS**

Notice of two vacancies have been published since the election. An application had been received from Mrs Mary Thomas, who was eligible for co-option. Mr Seib proposed and it was unanimously resolved that Mrs Thomas be co-opted as a member of the Council. Mrs Thomas signed the Declaration of Acceptance of Office and proceeded to take part in the meeting.

**3/07. ELECTION OF VICE-CHAIRMAN**

Mr Seib proposed and it was unanimously resolved to elect Mr Meecham as Vice-Chairman for the forthcoming municipal year.

**4/07. TO RECEIVE ANY APOLOGIES FOR ABSENCE AND TO CONSIDER ACCEPTANCE OF THE REASONS**

An apology for absence by reason of being on holiday was received from Mr Graham; this apology was accepted & approved.

**5/07. TO RECEIVE ANY DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE PARISH COUNCILS (MODEL CODE OF CONDUCT) ORDER 2001**

Mr Meecham and Mrs Thomas declared a personal interest in items concerning the District Council, as employees of South Somerset District Council. 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.

**6/07. ELECTION OF REPRESENTATIVES**

It was AGREED that representatives for the forthcoming year would be:

Somerset Association Of Local Councils – Mr P Seib And Mr Meecham

Yeovil Crematorium & Cemetery Committee – Mrs M Thomas

Abbey Community Association – Mr G Pritchard

Yeovil Town Football Club Liaison Committee – Mr P Dutton and Mr P Seib

Crime & Disorder – Mr A Powell

Flying Liaison Advisory Group – Mrs E Glaisher

Staffing (i) Grievance & Disciplinary Panel - Mr Meecham, Mr Graham, Mr Powell, Mr Pritchard, Mrs Thomas

(ii) Appeal Panel – Mr Dutton, Mr Lawrence, Mr Legg, Mr Seib

**7/07. CHAIRMAN'S FUND**

Mr Seib proposed and it was unanimously resolved that, in pursuance of Section 15(5) of LGA 1972, the Chairman's Fund be £250 for the financial year 2007-2008.

**8/07. CHAIRMAN'S ANNOUNCEMENTS**

Mrs Glaisher had attended the Area Panel meeting .

**9/07. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 25TH APRIL 2007**

The minutes of the meeting held on 25<sup>th</sup> April 2007 were confirmed as a correct record and signed by the Chairman.

It was RESOLVED to bring forward agenda item 18 – PLANNING

**10/07. PLANNING**

**(a) DECISIONS ON APPLICATIONS**

Members were asked to note the approval, with conditions of the following applications - **07/01380/FUL** and **07/01422/ADV**

Members were asked to note refusal of the following applications - **07/00642/COU**, **07/00694/FUL** and **07/00881/FUL**

**(b) APPLICATIONS CONSIDERED (UNDER STANDING ORDER NO. 79) PRIOR TO MEETING**

Members NOTED and APPROVED the recommendation made under Standing Order 79 for application No.

07/01174/FUL – the erection of vehicle wash bay enclosure for manual jet washing of returned rental vehicles (Revised Proposal)

(GR352358/116748) – amended plans, **Yard K, Lufton Way**

**RECOMMENDATION: APPROVAL**

**(c) PLANNING/DEVELOPMENT UPDATES**

(i) 05/00929/OUT - housing led mixed use development to provide approx. 620 dwellings, local neighbourhood centre and primary school site reservation on Lufton Key Site, land west of Boundary Road, **Land at Lufton, Lufton – APPEAL WITHDRAWN**

(ii) **07/01454/FUL** – demolition of existing buildings and the erection of 6 buildings to form 42 no. units comprising B1 Offices, B1/2/8 light Industrial and B8 Trade Counter (GR 352861/117249)

**Former Yoplait Dairy Crest Site, Copse Road** – Mr Seib, acting as District Councillor, had discussed this application with SSDC, who confirmed that that applicant had assumed that the roundabout would be in place.

(iii) 05/00654/S73 - Section 73 amendment of approved plans, alteration of shape and gradient of approved footpath and landscaping removal of concrete steps to badger area (GR353038/116497)

**Phase 2 Parcel 6, Stourton Way**

Mr Fox, SSDC Planning Officer, advised that works should commence within a few weeks for the removal of the steps, grading of the bank and works to the "wiggly path". Robust planting will take place in the next suitable planting season. Post and rail fencing will be erected around the badger reserve. An interpretation board, prepared by a local artist will be installed and it was agreed that this could be incorporated within the Larkhill Open Space Project. It was NOTED that work will be carried out from Acer Drive.

**(d) APPLICATIONS FOR CONSIDERATION**

The following applications were considered and recommendations made accordingly.

**07/01872/REM** – the erection of 24 no. residential dwellings with associated parking and garaging (GR352673/116058)

**Golden Acres Nursery, Alvington Lane**

The meeting was closed to allow Mr Carlisle, Architect for the project, to address the meeting on the proposals.

The meeting was re-opened.

**RECOMMENDATION:** APPROVAL, subject to the following conditions:

1. Natural stone should be used - the building materials proposed (brickwork & rendering), do not respect the existing village scene.
2. A financial contribution is required towards pedestrian crossings at Bunford Lane and Bluebell Road.
3. The proposed turning access from Alvington Lane into the site requires improvement.

The Council would ask that the concerns listed below are taken into account when considering all developments proposed for this area:

(a) The narrowness of the lane will not accommodate such an increase in traffic.

(b) Highway priority at the junction of Alvington Lane with Lupin Way should revert to the original so that Alvington Lane takes priority over Lupin Way.

(c) Trees on both sides of this lane need preserving.

*Mr Seib left the meeting.*

**07/01475/FUL** – The installation of mezzanine floor as offices, refurbish existing ground floor offices, the installation of new windows and the formation of parking spaces (GR352779/116615)

**4 Edward Close**

**RECOMMENDATION:** APPROVAL

**07/01553/FUL** – the erection of a conservatory to rear of dwellinghouse (GR352491/116269)

**44 Heather Way**

**RECOMMENDATION:** APPROVAL

**07/01571/FUL** – the replacement of wooden chalets with temporary buildings (GR351992/117057)

**Lufton College, Lufton**

**RECOMMENDATION:** APPROVAL for temporary permission (maximum 5 years), subject to appropriate landscaping condition.

**07/01865/ADV** – erection of 1 no. internally illuminated pole mounted box sign (GR352358/116748)

**Hertz, Lufton Way**

**RECOMMENDATION:** APPROVAL

**07/01936/FUL** – erection of a detached garage (GR353019/116776)

**1 Malmesbury Way**

**RECOMMENDATION:** APPROVAL

**07/01972/FUL** – the erection of a conservatory to rear of dwellinghouse (GR352381/116244)

**52 Heather Way**

**RECOMMENDATION:** APPROVAL

**07/02003/FUL** – the erection of a conservatory to rear of dwelling (GR352359/116230)

**56 Heather Way**

**RECOMMENDATION:** APPROVAL

**07/02095/FUL** – erection of a two storey side extension to dwellinghouse (GR 353489/117236)

**9 Thorne Gardens**

**RECOMMENDATION:** APPROVAL

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

It was agreed that Mr Lawrence and Mr Legg would be members of the Planning Working Party for the next month

The meeting was closed to allow a parishioner to address the meeting on planning application 07/00253/FUL. He was advised that the planning application had already been approved by SSDC and that he should consult the Planning Officer.

*Mr Seib returned to the meeting.*

#### **11/07. CRIME, DISORDER and COMMUNITY SAFETY**

(a) Report from crime, disorder and community safety representative. Concerns were raised regarding anti-social behaviour at Oak Tree Park. It was NOTED that it was still difficult to get through to the police on the telephone. It was AGREED that an article should be placed in Newslink advising members of the public to notify the police of all incidents of anti-social behaviour in order to get more resources in place. County Councillor Mr Crabb & District Councillor Mr Seib have tried to involve various authorities in looking at the problem and have agreed investigate further what could be done for the youth at Oak Tree Park. It was AGREED to write to the Urban Ranger group to see if they could offer any assistance. It was AGREED to write to Chief Superintendent Nikki Watson regarding the policing of Oak Tree Park. Mr Crabb reported that the Trading Standards would check shops regarding the purchase of alcohol by and for under-age youngsters. The police have visited local shops. Mr Crabb has asked residents to advise him immediately of any anti-social behaviour at Oak Tree Park. The Chief Constable has been advised of the problem

(b) It was NOTED that the police are considering applying for a dispersal order for Oak Tree Park and other open space. Councillors agreed that an Order would be supported by the Parish Council and it was agreed to clarify the area to be covered by the order.

(c) Policing Plan 2007-2008, copies available from the Clerk or on line at <http://www.aspol.org.uk/Documents> – NOTED.

#### **12/07. REPORTS**

##### **(a) REPORTS FROM SOMERSET COUNTY COUNCILLOR,**

Mr Crabb gave an update on his work for the County Council.

##### **(b) DISTRICT COUNCILLORS,**

Mr Seib advised that he and Mr Richardson had been elected as District Councillors for the Brympton ward.

##### **(c) PARISH REPRESENTATIVES ON OUTSIDE BODIES and MEETINGS/WORKSHOPS ATTENDED BY COUNCILLORS - NONE**

#### **13/07. CLERK'S REPORT**

(a) THE LOCAL AUTHORITIES (MODEL CODE OF CONDUCT) ORDER 2007 (SI No. 1159) – It was NOTED that Mr Gillis, SSDC Democratic Services Manager, has requested that councils adopt the Code from the same date as this will enable a generic public notice to be published by the District Council and also ensure that the training for all parishes can be co-ordinated.

(b) Oak Tree Park Mural Project – it was NOTED that this was successfully completed between 5<sup>th</sup> – 7<sup>th</sup> May. Photographs of the completed project were circulated. Further to the event SSDC had been advised of the vast amount of litter found at Oak Tree Park and the Clerk had e-mailed Mr Cooper, SSDC, accordingly. Mr Cooper had advised that additional cleansing could not be carried out at weekends within current resources but that should the Parish Council contribute to covering the additional costs, SSDC should be able to arrange for some time to be spent in the park or other as designated. Mr Seib, as District Councillor, agreed that he would take this up with Mr Cooper as street cleaning is a District Council function.

(c) Higher Ream Play Area – the Play Inspector has advised that the splits on junior swing seats are worsening. Quotations for replacement seat will be brought to the next meeting.

(d) The Clerk advised that due to the new anti-smoking regulations from 1<sup>st</sup> July signs will be put on the two bus shelters which are more than 50% covered.

(e) Councillors were advised that the Clerk will be on leave for one week from 28<sup>TH</sup> May and also 7<sup>th</sup> June. Councillors were advised that the Clerk's core working hours are Monday, 9 a.m. – 1 p.m., Tuesday & Thursday 9 a.m. – 4 p.m. and Wednesday 10 a.m. – 2 p.m., remaining 3 hours worked throughout the week.

(f) Mr Poulton, SSDC Arborist, had advised the Clerk that he and Mr Jones had carried out an assessment of trees protected by Tree Preservation Orders in the play area of King Arthur Drive, almost one in three requiring removal. Mr Poulton was considering requesting that the Tree Preservation Orders be removed. Mr Poulton wished to organise a meeting with Parish Councillors and it was agreed that a meeting could be arranged, to include an inspection of the whole area.

#### **14/07. CORRESPONDENCE**

(a) Somerset Partnership NHS – NHS Foundation Trust Application consultation document - NOTED

(b) SSDC – Parish Environment Warden – it was AGREED that the Clerk would act as Parish Environment Warden.

(c) Sponsorship of Houndstone Roundabout – it was NOTED that the 3 year contract will finish on 31 March 2008.

(d) Time Out Together – to NOTE that the climbing wall was completed in November 2006. During February/March 2007, 6 climbing instructors were trained and the wall was insured for use. The wall was used by children during April 07 and photographs were circulated.

(e) SCC – invitation to new Councillors to attend meetings to discuss SCC Unitary Proposals – NOTED

(f) SSDC (Brympton No. 1) - Tree Preservation Order – Alvington Lane – NOTED

(g) SSDC – Introductory letter from Tree Planting Project Officer - NOTED.

*Mr Lawrence left the meeting at 10 p.m.*

(h) South Somerset Volunteer Centre – Volunteer speed matching - NOTED

(i) Community Council for Somerset – Community Ventures Training - NOTED

(j) Southern Area Commission for Patient & Public Involvement in Health – invitation to join Patient & Public Involvement Forums - NOTED

(k) Abbey Manor Group – invitation to attend a public exhibition of a draft concept master plan for the employment development land off Bunford Lane, Yeovil designated ME/WECO/1 on 22<sup>nd</sup> May.

#### **15/07. ADOPTION OF ACCOUNTS 2006-2007**

(a) It was RESOLVED to APPROVE and sign the Statement of Accounts for 2006-2007.

(b) It was RESOLVED to approve the Annual governance statement for 2006-2007.

(c) The annual report from the Internal Auditor was NOTED.

#### **16/07. LOCAL GOVERNMENT ACT 2000 - THE LOCAL AUTHORITIES (MEMBERS' ALLOWANCES) (ENGLAND) REGULATIONS 2003 REG 30 - PARISH COUNCILLORS' ALLOWANCES**

Councillors were advised that if they did not wish to claim this allowance they should notify the Clerk in writing. Councillors wishing to claim the allowance were advised that the allowance is paid in quarterly instalments through the PAYE system.

#### **17/07. REVIEW OF STANDING ORDERS & FINANCIAL REGULATIONS**

It was agreed to defer this to the next meeting.

#### **18/07. REVIEW OF INSURANCE**

The insurance policy had been reviewed and items costing less than £200 to replace were removed from the policy. A quotation had been received from Allianz Cornhill in the sum of £1181.97, an increase of £121.12 from 2006-2007. It was AGREED to accept this but quotations from other companies would be obtained for the next year.

#### **19/07. PROPOSED REFURBISHMENT OF THE ABBEY COMMUNITY CENTRE**

The Abbey Community Association had been advised by SSDC that a "core fund" should be in place in order that grants may be applied for from various sources. The Association had written to ask whether the Parish Council will offer assistance for the project and, if so, the Committee would appreciate being given an idea of the financial commitment that the Council will make. It was agreed to inform the Committee that that the Parish Council holds an earmarked reserve of £16,000 against this project, the intent being to release the money at an appropriate time to be agreed. It was agreed to request sight of the Business Plan for the project. It was also agreed to confirm that the Parish Council will consider further additions to the reserve fund as part of its normal budget-making process.

#### **20/07. UNITARY COUNCIL CONSULTATION**

The Somerset Association of Local Councils, being specifically listed as a stakeholder in this proposal by the Secretary of State, had requested the views of the Parish Council to the proposal for a new "Unitary Council" for the Somerset County Council. SALC had requested that the Council give reasons for its views, together with any minority view expressed (with reasons) on a form provided, which is to be signed by both Chairman & Clerk.

It was AGREED to defer this to an additional Parish Council meeting to be held on 13<sup>th</sup> June 2007.

#### **21/07. LOCALITY WORKING IN SOUTH SOMERSET**

At its meeting held on 28<sup>th</sup> March, the Parish Council had been asked to identify up to three projects which realistically might be implemented in 2007/8 and up to 3 projects which were considered more aspirational and long-term in nature. It was agreed (minute no. 253(a)) that the three short term projects would be the Larkhill Open Space Project, a pedestrian crossing in Western Avenue and the refurbishment of the Abbey Community Centre. Members had been asked to give further consideration to 3 long-term projects, the closing date for response being 30<sup>th</sup> June 2007.

It was AGREED to defer this to an additional Parish Council meeting to be held on 13<sup>th</sup> June 2007.

#### **22/07. SALC – TRAINING EVENTS FOR NEW COUNCILLORS & CHAIRMAN**

New Councillors & Chairmen had been invited to attend a training event arranged by SALC, at a cost of £20 per individual with a discount scheme of "buy 3 get 1 free". It was RESOLVED to approve expenditure of £60 to enable Mrs Glaisher, Mr Legg, Mr Powell and Mrs Thomas to attend the relevant events.

#### **23/07. SSDC STANDARDS COMMITTEE – ELECTION OF 3 PARISH MEMBERS**

It was NOTED that at the request of SSDC, SALC will be conducting a postal ballot for the three seats on the District Council Standards Committee which are reserved for Parish Councillors. It was agreed to nominate Mrs Glaisher and Mr Powell for the seats.

#### **24/07. QUALITY STATUS**

It was RESOLVED to apply for Quality Status when all necessary requirements are met. It was NOTED that a small financial outlay would be required.

#### **25/07. ANNUAL REPORT**

A draft Annual Report was circulated at the meeting. It was RESOLVED to approve the report, with slight amendments, which would be circulated with the next edition of Newslink.

#### **26/07. HIGHWAY MATTERS**

It was NOTED that the Planning Enforcement Officer was investigating whether business parking was taking place at Elmleigh.

#### **27/07. FINANCE**

(a) It was NOTED that HM Revenue & Customs have credited £150 to the PAYE account for filing the Employer Annual Return online.

(b) It was NOTED that due to new regulations the Halifax account will be closed whenever there is a change of signatory and a new account opened. The Halifax had also advised that a maximum of four people only may sign the account. The NatWest bank account will remain open and a change of signatories is acceptable. In order to facilitate financial transactions it was RESOLVED to approve that the Halifax account be closed and money transferred to NatWest bank plc.

(c) In order that the Clerk may question bank officials regarding the bank accounts it was NOTED that the Clerk needed to be an authorised signatory to the bank account. After discussion and carrying out a risk assessment it was RESOLVED to approve the Clerk being an authorised signatory, but to change the requirement for signing cheques from two to three signatories.

(d) It was RESOLVED to approve the opening of a new Building Society or Bank account for retention of the Clerk's gratuity fund, as advised by the Internal Auditor.

(e) It was RESOLVED to resolve to approve the following payments:

Graham Dews – mural project	£1820.00
F W B Printing – Newslink	£349.00
SSDC – Roundabout sponsorship 07-08	£822.50
Thorne Coffin Jubilee Hall – meeting expenses	£25.00
Corporate Management & Democratic Core - Mrs E M James	£885.90 and £135.20
SALC – training	£60.00
Allianz Cornhill insurance	£1181.97

#### **28/07. ITEMS TO BE DISTRIBUTED**

SSDC – Yeovil in Bloom spring 2007 Newsletter

Clerks & Councils Direct

St Margaret's Hospice News

#### **29/07. QUESTIONS AND ITEMS ARISING AFTER THE PREPARATION OF THIS AGENDA, WHICH THE CHAIRMAN AGREES TO TAKE AS URGENT. SUCH MATTERS ARE FOR NOTING OR DEFERRAL TO A FUTURE MEETING.**

None

**30/07. ITEMS FOR NEXT MEETING****(a) Meeting of 13<sup>th</sup> June 2007**

Locality Working in South Somerset  
 Unitary Council Consultation  
 Formation of Working Party

**(b) Meeting of 27<sup>th</sup> June 2007**

Joint Project with SSDC – to confirm expenditure.  
 Higher Ream Play Area – purchase of swings  
 Review of budget  
 Review Of Standing Orders & Financial Regulations

**31/07. PARISH COUNCIL MEETING DATES FOR 2007/2008**

The following dates of Parish Council meetings were approved

13th June 2007	Jubilee Hall, Thorne Coffin	7.30 p.m.
27 <sup>th</sup> June 2007	Community Centre, Abbey Manor Park	8.00 p.m.
25 <sup>th</sup> July 2007	Jubilee Hall, Thorne Coffin	7.30 p.m.
22 <sup>nd</sup> August 2007	Jubilee Hall, Thorne Coffin	7.30 p.m.
26 <sup>th</sup> September 2007	Community Centre, Abbey Manor Park	8.00 p.m.
17 <sup>th</sup> October 2007	Jubilee Hall, Thorne Coffin	7.30 p.m.
28 <sup>th</sup> November 2007	Community Centre, Abbey Manor Park	8.00 p.m.
19 <sup>th</sup> December 2007	Jubilee Hall, Thorne Coffin	7.30 p.m.
23 <sup>rd</sup> January 2008	Community Centre, Abbey Manor Park	8.00 p.m.
27 <sup>th</sup> February 2008	Community Centre, Abbey Manor Park	8.00 p.m.
26 <sup>th</sup> March 2008	Community Centre, Abbey Manor Park	8.00 p.m.
23 <sup>rd</sup> April 2008	Annual Parish Meeting followed by the Parish Council Meeting, Community Centre, Abbey Manor Park	8.00 p.m.