

BRYMPTON PARISH COUNCIL

MINUTES OF THE ANNUAL BRYMPTON PARISH COUNCIL MEETING HELD ON WEDNESDAY 28TH MAY 2008 AT THE FUNCTION ROOM, AIRFIELD TAVERN, BLUEBELL ROAD, YEovil

PRESENT:

Mrs E Glaisher (Chairman)
Mr P Dutton
Mr C Legg
Mr P Seib

Mr R Meecham (Vice-Chairman)
Mrs D Jagger
Mr G Pritchard

County Councillor Sam Crabb

Mrs J Marshall, Area South Development Control Team Leader, SSDC
Mrs E M James (Clerk)

QUALITY STATUS

The meeting commenced with the presentation of the Quality Status Certificate by Mr Peter Lacey, County Secretary of The Somerset Association of Local Councils

1/08. ELECTION OF CHAIRMAN AND SIGNING OF ACCEPTANCE OF OFFICE

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

2/08. CHAIRMAN'S FUND

Mr Meecham 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.

3/08. ELECTION OF VICE-CHAIRMAN

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

4/08 TO RECEIVE ANY APOLOGIES FOR ABSENCE AND TO CONSIDER ACCEPTANCE OF THE REASONS

An apology for absence, by reason of work commitments, was received from Mr Graham; this apology was accepted & approved. Apologies for absence, by reason of being on holiday, were received from Mr Shutler and Mr Powell; these apologies were accepted & approved.

5/08. TO RECEIVE ANY DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE PARISH COUNCILS (MODEL CODE OF CONDUCT) ORDER 2001

Mr Meecham declared a personal interest in items concerning the District Council, as an employee 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 and Portfolio Holder, he declared a Personal Interest in any agenda items affecting the relationship between Brympton Parish and South Somerset District Council.

6/08. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 23RD April 2008, attached to the agenda.

The minutes of the meeting held on 23rd April 2008 were confirmed as a correct record and signed by the Chairman.

7/08. URGENT BUSINESS

In accordance with Standing Order 16 the Chairman proposed and it was agreed that the following item be considered as a matter of urgency.

04/00914/FUL - The relocation of petrol filling station and the reconfiguration of car park (GR:353158/116143)

Asda Stores Ltd Preston Road Yeovil

Planning Officer Jean Marshall explained the proposals to Council. After discussion it was agreed to recommend APPROVAL but with the following recommendations:

Lighting to be conditioned

Re-site cash machines to prevent public parking in the bus lane

Investigate means to discourage public parking in the bus lane - such as changing the colour of the surfacing

The Parish Council foresees problems with drivers parking to drop off passengers adjacent to the new entrance at Bunford Lane. It recommends that ways of discouraging this are investigated.

8/08. ELECTION OF REPRESENTATIVES TO:

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

Somerset Association Of Local Councils,	Mr Meecham & Mr Seib
Yeovil Crematorium & Cemetery Committee,	Mr P Dutton
Abbey Community Association,	Mr C Legg
Yeovil Town Football Club Liaison Committee,	Mr Dutton & Mr Seib
Crime & Disorder,	Mr A Powell
Flying Liaison Advisory Group,	Mrs Glaisher
STAFFING (I) Grievance & Disciplinary Panel	Mr Meecham, Mr Graham, Mr Powell, Mr Pritchard,
And (ii) Appeal Panel	Mr Dutton, Mrs Jagger, Mr Legg, Mr Seib
Area Working Panel	Mrs E Glaisher
Area South Community Forum	Mrs E Glaisher & Mr R Meecham

9/08. APPOINTMENT OF INTERNAL AUDITOR

It was NOTED that Mr King was agreeable to being re-appointed as the internal auditor for 2008-2009. It was therefore RESOLVED to approve the continuing appointment of Mr King as Internal Auditor. It was NOTED that Mr King has now been supplied with a copy of "The Practitioners Guide 2008 (England)" (Governance and Accountability for Local Councils). Members NOTED the receipt of a completed Audit Programme for 2007-08 from Mr King, Internal Auditor.

10/08. CRIME, DISORDER and COMMUNITY SAFETY

(a) Report from crime, disorder and community safety representative

It was NOTED that PC Lee Hall had not aware of the issues relating to Yoplait site or received any complaints, although it had been targeted last year for lead/copper theft. It was NOTED that PCSO Elaine Weeks will be transferring back to the town centre within the next few weeks.

(b) Newsletter from Chief Superintendent Nikki Watson, District Commander, Somerset East –NOTED.

11/08. CHAIRMAN'S ANNOUNCEMENTS

None

12/08. REPORTS FROM

(a) SOMERSET COUNTY COUNCILLOR,

Mr Crabb presented a cheque for £1,000 towards the cost of the replacement roundabout at Higher Ream. Mr Crabb advised that the works being carried out at Preston Primary School would be handed over in June with an official opening on 18th September. Mr Crabb also advised that he is trying to arrange a meeting with Mr Fry, Chairman of YTFC. Mr Crabb agreed to ascertain whether any action could be taken to re-schedule the traffic lighting phasing at Asda.

(b) DISTRICT COUNCILLORS,

Mr Seib advised that he had been appointed as Heritage Champion and re-appointed as Portfolio Holder for Planning, Economic Development & Transport by SSDC. Mr Seib advised that the Area South Community Forum would be held on 12th June and also that Audit Commission had declared SSDC a "good" authority.

(c) PARISH REPRESENTATIVES ON OUTSIDE BODIES

Abbey Community Association – Mr Pritchard advised that the AGM would be held on 11th June. and that the fund for the refurbishment project had increased. Mr Pritchard also advised the new front doors had been fitted.

(d) MEETINGS/WORKSHOPS ATTENDED BY COUNCILLORS

Mr Meecham had attended the annual meeting of Yeovil Town Council on behalf of the Parish Council.

Mrs Jagger advised that she had attended a meeting with PCSO Elaine Weeks and the manager of Tesco. It had been agreed that three major items were that

(a) more litter bins were needed, including bins to attract the attention of children;

(b) local schools to be asked if talks could be given to education the children; and

(c) Tesco staff to be encouraged to reduce the number of carrier bags being given out.

It was decided to bring forward agenda item (12(ii) in the interests of continuity.

(ii) A It was NOTED that a meeting was held between Mr Harkness (SSDC), PCSO Weeks, Mrs Glaisher & the Clerk on 22nd May at Oak Tree Park. It had been agreed to request that Sports & Leisure consider sealing off the seat at the rear of the ramp as this was being used as a toilet. It had been agreed that more visible bins were required. SSDC would arrange for litter warning signs to be erected. Mr Jones would ask to be permitted to make presentations at Preston Primary, Preston Community & Westfield Community Schools. It was agreed that advisory and possible enforcement action was required. And Mr Jones agreed that he and other officers would visit the park. It was noted that if one fence panel were removable this would open up the MUGA to be cleaned by the mechanical sweeper. It was agreed that the Clerk would request that Mr Barnes, SSDC, consider this. The Clerk would also advise Mr Barnes that purple paint had been painted on one goal post.

13/08. CLERK'S REPORT

(a) **Lighting at Guinevere Close (minute no. 219/07(f) and 262/07(c)** – A response from Mr Day, Director of Development & Home Ownership, was NOTED. It was agreed that no further action would be taken until the Housing Association advise the result of its consultation with residents.

(b) **Highway concerns at Preston Primary School – Min. no. 234/07(c) and 262/07(d)** – a response from Mrs Norman, Traffic Team Manager, was NOTED. It was agreed to write to Mrs Norman and ask her to review the advice given as the proposed sign is an advisory notice only, not a speed limit. It was agreed to request the speed indicator loop be put down to ascertain the average speed of vehicles on Stourton Way.

(c) **YTFC v Leeds United (minute no. 259/07(b)** – It was NOTED that Mr Hambidge, Police Liaison Officer, had advised that he misunderstood the original e –mail sent but considered that he could not give any comment .

(d) **Naming of path from Thorne Lane to Preston School Field – (min. no. 262/07(g)** – It was NOTED that Yeovil Town Council are considering this request .

(e) **Highway Lighting (min. no. 265/07)** – It was NOTED that the project is waiting on an on-sight audit.

(f) **LCAS Seminar (min. no. 266/07)** – It was NOTED that two places have been booked for the LCAS seminar to take place on 22nd July at Blandford Forum.

(g) **Meeting venues (min. no. 267/07)** –It was NOTED that an A-board has been purchased at a net cost of £45.09 and that Mr Meecham had arranged for appropriate posters to be made.

(h) **Quality Parish Award** – It was NOTED that congratulations have been received from Yeovil Town Council.

(i) **Oak Tree Park** – Britain's Best Parks 2008 competition – it was agreed not to nominate Oak Tree Park this year.

(j) **King Arthur Drive Play Area** – it was NOTED that Mr Parr, SSDC, had advised that SSDC is concentrating its efforts on securing the land from the developer but once this is achieved SSDC will ensure the Council is involved in the site development.

(k) **The Noise 2008** – A brief report was given on The Noise. It was NOTED that volunteers will be needed to assist . It was agreed to discuss the purchase of a gazebo at the next meeting. It was further NOTED that an application has been made to the Red Cross for first aid assistance and an application for insurance has been made to Zurich .

(l) **Clerk** – the Clerk advised that she had been appointed as Clerk to Odcombe Parish Councils, working 5 hours per week.

14/08. CORRESPONDENCE

SSDC –

Town & Country Planning Act 1990 – Section 198, Town & Country Planning (Trees) Regulations 1999, The South Somerset District (Brympton No. 1) Tree Preservation Order 2008 – it was NOTED that the provisional Order became effective from 29th April 2008.

- Area South Community Forum – It was NOTED that a Community Forum meeting will be held on 12th June 2008 and will be attended by Mrs Glaisher.

South Somerset Together –

Sustainable Community Strategy Stakeholder Event on Thursday, 29th May 2008, to be attended by Mr Meecham. It was NOTED that the Co-ordinator had been advised that as an evening presentation would have been appreciated.

Mr Meecham agreed to attend the Annual General Meeting on Wednesday, 18th June 2008 at 5.30 p.m. at Long Sutton Golf Club.

SALC – it was NOTED that the next meeting of SALC will be held on 9th June 2008.

Clive Miller & Associates Ltd – Affordable Housing site identification project – NOTED

South Somerset Area Working Panel – meeting to be held at 7pm on Tuesday 3rd June at North Barrow - NOTED.

SSDC – Flagship Playspace Consultation – it was AGREED to advertise the consultation in Newslink and that no Council comments would be made.

15/08. ADOPTION OF ACCOUNTS 2007-2008

Mr Seib proposed and it was unanimously resolved to APPROVE and sign the Statement of Accounts for 2007-2008.

16/08. APPROVAL OF THE ANNUAL GOVERNANCE STATEMENT

Following the Chairman reading out each section of the annual governance statement and answers agreed., Mr Seib proposed and it was unanimously resolved to APPROVE and sign the Annual Governance Statement for 2007-2008.

17/08. REVIEW OF STANDING ORDERS & FINANCIAL REGULATIONS

It was AGREED that Standing Order 33 required amendment to show that the Code of Conduct had been adopted on 27th June 2007.

18/08. PLANNING

(a) DECISIONS ON APPLICATIONS

Members were asked to note the approval with conditions of the following applications:

08/00967/R3D, 08/01008/ADV, 08/01069/FUL, 08/01179/ADV, 08/01376/FUL and 08/01517/TPO .

(b) APPLICATIONS FOR CONSIDERATION

It was AGREED to make the following recommendations:

07/05341/OUT – formation of road access and the development of land for B1 office and industrial use buildings (GR353075/115103)

Land South of the A3088 Western Relief Road (Amended plans)

RECOMMENDATION: REFUSAL

With regard to the amended plans:

Within planted area, to plant appropriate evergreen species to ensure year-round attenuation for light and noise within the site (e.g. security, lighting, etc.)

The Parish Council remains concerned about pedestrian access across the Western Relief link – there are serious doubts that people will only drive to work. The other changes made are welcome. However, previous comments still apply – it was AGREED to supply these comments in full to the Planning Officer.

08/02105/FUL – the erection of extensions to dwelling (GR 352563/116547)

47 Buckle Place

RECOMMENDATION: Approval

08/02029/FUL – the erection of a conservatory (GR 353457/117351)

37 Thorne Gardens

RECOMMENDATION: Approval

(d) PLANNING/DEVELOPMENT UPDATES

Houndstone Retail Park – It was NOTED that the Planning Enforcement Officer is continuing to investigate the signage of the Land of Leather Store and also the lighting when shops are closed.

Draft RSS – It was NOTED that the proposed changes will be issued for consultation July 2008, although the precise date is still to be confirmed. On the revised timetable, the consultation period would end in mid October

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

It was AGREED that Mrs Glaiser & Mrs Jagger would be members of the Working Party for the month.

19/08. SOUTH SOMERSET LOCAL DEVELOPMENT FRAMEWORK - CORE STRATEGY 'ISSUES AND OPTIONS'

It was AGREED to approve comments on the Local Development Framework core strategy issues and options consultation, as circulated with the agenda.

20/08. CONSTRUCTION OF A CYCLEWAY/FOOTPATH AND A FOOTBRIDGE FOR COMMUNITY USE

(a) It was NOTED that Barrett Homes have agreed to grant a licence to the Parish Council. A draft licence has been sent to Barrett Homes for approval.

(b) Following approval of the tender documents three contractors for the proposed works were agreed. A closing date for receipt of tenders was agreed as 21st June 2008. It was agreed that Mr J G Price only would be asked to quote for the supply of a footbridge, due to the specialist knowledge required.

21/08. CEMETERY DEFICIT

Discussion took place on a letter received from the Clerk to the Joint Cemetery & Crematorium Committee. Advice from SALC was noted. It was AGREED to defer this to the next meeting to enable comparative information to be obtained.

22/08. SPRING BULB PLANTING

It was AGREED to defer this to the next meeting.

23/08. ANNUAL REPORT

It was AGREED to defer this to the next meeting.

24/08. HIGHWAY MATTERS

Proposed parking restrictions – Mead Avenue, Yeovil. It was NOTED that Mr Fletcher, Area Traffic Engineer for South Somerset Area, had asked for comments from the Council on proposed parking restrictions at Mead Avenue. It was AGREED that the Parish Council

support the proposals but would suggest that additional lines or the marking of parking bays are required.

25/08. COMMUNITY COUNCIL FOR SOMERSET

Mrs Jagger proposed and it was RESOLVED to approve a subscription to the Community Council for Somerset at a cost of £25.

26/08. YEOVIL IN BLOOM

Mr Seib proposed and it was RESOLVED to approve sponsorship of the Houndstone roundabout in the sum of £700 + VAT (£122.50).

27/08. FINANCE

- (a) The bank reconciliation statement was APPROVED.
- (b) The receipt from HMRC of £150.13 in respect of incentive payment & overpayment for 2007-2008 and £350 from SCC in respect of The Noise 2008 were NOTED.
- (c) Salary payment made to Mrs E M James prior to this meeting in the sum of £968.43 was APPROVED.
- (d) It was RESOLVED to approve the following payments:

Transfer to Clerk's Gratuity Fund	£150.00
D C Allen (works to Higher Ream, minute no. 260/07)	£41.12
Community Council for Somerset	£25.00
SSDC – roundabout sponsorship	£822.50
Abbey Community Association – hall hire	£75.00
Mrs E M James – Corporate Management & Democratic Core	£87.25

28/08. ITEMS TO BE DISTRIBUTED

- Clerks & Councils Direct – May 2008
- Thatch – Spring 2008
- Local Council Review – May 2008
- Somerset's Community Safety Newsletter
- CPRE – Somerset Matters (Spring 2008 Newsletter and annual report)

2908. 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

30/08. ITEMS FOR NEXT MEETING

- Spring bulb planting
- Annual Report
- Contract for painting play equipment & fencing at Higher Ream
- Oak Tree Park –(a) consideration of purchase of additional bins; (b) consideration of paying for additional cleaning ; (c) youth shelter
- Purchase of gazebo

31/08. PROPOSED PARISH COUNCIL MEETING DATES FOR 2008/2009

It was agreed to approve the following dates for meetings for 2008-2009.

25 th June 2008	Community Centre, Abbey Manor Park	8.00 p.m.
23rd July 2008	Jubilee Hall, Thorne Coffin	7.30 p.m.
27th August 2008	Jubilee Hall, Thorne Coffin	7.30 p.m.
24th September 2008	The Function Room, Airfield Tavern	7.30 p.m.
22nd October 2008	Community Centre, Abbey Manor Park	8.0 p.m.
26th November 2008	Community Centre, Abbey Manor Park	8.00 p.m.
17th December 2008	Jubilee Hall, Thorne Coffin	7.30 p.m.
28th January 2009	The Function Room, Airfield Tavern	7.30 p.m.
25 th February 2009	Community Centre, Abbey Manor Park	8.00 p.m.
25 th March 2009	Community Centre, Abbey Manor Park	8.00 p.m.
22nd April 2009	Annual Parish Meeting followed by the Parish Council Meeting at The Function Room, Airfield Tavern	7.30 p.m.