

BRYMPTON PARISH COUNCIL

MINUTES of the Meeting of BRYMPTON PARISH COUNCIL held on Wednesday, 28th November 2007 at the Community Centre, Abbey Manor Park (8.00 p.m. – 10.00 p.m.)

PRESENT:

Mrs E Glaisher (Chairman)	Mr R Meecham (Vice-Chairman)
Mr P Dutton	Mr A Graham
Mrs D Jagger (8.10 p.m. – 10.00 p.m.)	Mr C Lawrence (9.20 p.m.-10.00 p.m.)
Mr C Legg	Mr A Powell
Mr G Pritchard	Mr P Seib
Mrs M Thomas (8.00 p.m. – 9.45 p.m.)	
Mrs E M James (Clerk)	

144/07. MR CHARLES JAGGER

The Chairman announced the death of Mr C Jagger, husband of Councillor Mrs D Jagger, following a New Councillor training event held in North Somerset on 25th October 2007.

The Council's condolences had been extended to Mrs Jagger and her family and a bouquet of flowers sent. The Clerk advised that the Parish Council has personal accident cover for Councillors on official Parish Council business and that a claim is to be submitted.

145/07. TO RECEIVE ANY APOLOGIES FOR ABSENCE AND TO CONSIDER ACCEPTANCE OF THE REASONS

It was noted that Mr Lawrence would be delayed due to another meeting.

147/07. TO RECEIVE ANY DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE LOCAL AUTHORITIES (MODEL CODE OF CONDUCT) ORDER 2007

Mr Meecham declared a personal interest in items concerning the District Council, as an employee of South Somerset District Council. Mrs Thomas declared a personal interest in items concerning the District Council, as an employee of South Somerset District Council and a personal interest in items concerning the County Council, due to her secondment from District to County. 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.

148/07. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 17TH OCTOBER 2007

The minutes of the meeting held on 17th October 2007 were confirmed as a correct record and signed by the Chairman.

149/07. CRIME, DISORDER and COMMUNITY SAFETY

(a) Report from Crime & Disorder Representative – no items to report

(b) It was NOTED that the Clerk had been due to meet with Inspector Edwards & PC Hurst on 28th November but that the meeting had been cancelled for operational reasons. A meeting will be arranged as soon as possible.

Mrs Jagger arrived at 8.10 p.m.

150/07. LARKHILL OPEN SPACE – JOINT PROJECT UPDATE

It was NOTED that Mr C Holley had resigned from the post of Project Officer and replaced by Mr Martin Packer. The Clerk had met with Mr Fox & Mr Packer to discuss the project. Mr Meecham advised that a likely costing for the new footbridge would be approximately £3,000. It was noted that the Clerk had received advice from Mrs Turner, SCC Principal Estate Road Engineer, regarding the footpath construction, and that it was likely the footpath would need planning permission. Should this be the case it was agreed to instruct the Clerk to commence pre-application discussions with the Planning Department. It was agreed that the Clerk should advise the Community Development Officer that should planning permission be required it was likely that the footpath could not be completed before 31st March 2008. Mr Lawrence advised that he and Mr Seib will be visiting Preston Community School on 17th December to provide an update on the project to those pupils who assisted with the Planning for Real© project. Following this a meeting will be held with the manager of Tesco to develop proposals.

151/07. CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced that an SSDC Officer could be asked to attend a meeting to discuss the S106 agreements for the Key Sites. Mrs Glaisher & Mr Meecham had been invited to attend a meeting of Yeovil Without Parish Council when the Thorne Lane Key Site is discussed. Mrs Glaisher & Mr Meecham had attended a "State of the District" meeting at which the public and Parish & Town Councils were given the opportunity to select priorities for spending by SSDC.

152/07. CLERK'S REPORT

(a) Min no. 118/07 - It was NOTED and APPROVED that following consultation between the Chairman & Vice-Chairman, a chute bin had been purchased from Earth Anchors Ltd at a cost of £121 + delivery + VAT instead of JRB Ltd.

(b) Newslink – It was NOTED the majority of Newslink were unable to be printed on the usual paper.

(c) Flower bed adjacent to the Dialysis Unit at The Forum (min. 106/07(d) – it was NOTED that SSDC intend to remove all the shrub bed and replace with trees and bulbs.

(d) Emergency Plan – it was NOTED that the Clerk met with Mr G Mackett & Mrs P Harvey, SSDC and on receipt of further information from SSDC a further Working Party will be called.

(e) Installation of new noticeboard at Oak Tree Park (min. no. 95/07). The Clerk advised that the cheapest quotation received for the installation of the new noticeboard at Oak Tree Park was from Mr D Allen in the sum of £55. It was NOTED and APPROVED that after consultation with the Chairman and Vice-Chairman this quotation had been accepted the work carried out.

(f) Boundary Review – It was NOTED that Mr Clark, Council Solicitor, will remind SSDC Council members that there is an opportunity to carry out a parish review under the 2007 Local Govt and Public involvement in Health bill and seek their views.

(g) Planning Training – it was AGREED to advise Mr Gale, SSDC Head of Development & Building Control, that Mr Dutton, Mr Graham, Mrs Jagger, Mr Lawrence, Mr Legg, Mr Powell, Mr Pritchard & Mrs Thomas would be willing to attend planning training.

(h) The power of well-being – details circulated prior to the meeting.

(i) Grants (min. no. 136/07) – letters of thanks have been received from all recipients. It was AGREED to request a presentation

for the Annual Parish Assembly on 23rd April 2008.

(j) On 28th March 2007 a grant of £250 was made to Relate Somerset for a Life Skills Course for 12 children at Preston Primary School. It was NOTED that it had not been possible to hold the course in the Summer Term 2007 and will be held in 2008.

(k) A financial risk has been identified in that should the Clerk be placed on long-term sick leave, there would be a liability for the Council to pay sick pay together with the salary of a temporary Clerk. An investigation is being carried out whether insurance cover might mitigate this risk.

153/07 REPORTS FROM

(a) SOMERSET COUNTY COUNCILLOR – none

(b) DISTRICT COUNCILLORS – Mr Richardson gave an update on District Council activities, including Environmental Enforcement, Shopmobility and Foundry House.

(c) PARISH REPRESENTATIVES ON OUTSIDE BODIES – none

154/07. CORRESPONDENCE

SALC – items of interest, circulated with agenda - NOTED

Audit Commission – 2007 Corporate Assessment Stakeholder Survey. It was agreed to delegate the Clerk to complete the survey, following consultation with those members who are not District Council employees or Councillors.

SSDC – Comprehensive Performance Assessment – it was NOTED that the District Council will be inspected in January 2008.

SSDC – Parish Council Allowances – it was AGREED that no representations would be made to the South Somerset Parish Remuneration Panel.

SCC – Future Waste Planning in Somerset – Issues and Options Consultation –NOTED

Avon & Somerset Constabulary – Community Policing Awards – PCSO A. Goff to be nominated as PCSO of the Year.

Somerset Meals on Wheels – NOTED, it was agreed to ascertain how many parishioners would be affected

155/07. PLANNING

(a) DECISIONS ON PLANNING APPLICATIONS

Members were asked to note the approval of planning applications 07/03765/FUL, 07/03793/FUL, 07/03916/FUL, 07/03967/FUL, 07/04274/TPO, 07/04283/FUL, 07/04369/TPO, 07/04429/FUL and 07/04750/TPO.

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

In accordance with Standing Order no. 79, members NOTED AND APPROVED the recommendations made for the following applications:

07/04514/FUL - The erection of a one bedroom annexe (GR 353898/116910)

140 Monks Dale

RECOMMENDATION: REFUSE – this appears to be a separate dwelling with separate access and amenities, not a short-term solution. Should the application be approved there should be a legal agreement that the annexe MUST be tied to 140 Monks Dale

07/04750/TPO – application to carry out tree surgery works to 1 no. Lime tree shown within South Somerset District (Brympton No. 1) Tree Preservation Order 1997 (GR 352553/116511)

94 Buckle Place

RECOMMENDATION: The “work proposed” is not defined clearly enough. The Parish Council will APPROVE the application subject to a condition that the tree be trimmed back by 6ft all around the canopy only.

07/04828/FUL - erection of two storey side extension and porch (GR 352598/116449)

69 Bond Street

RECOMMENDATION: Approval, the Council ask that consideration be given to the planting of a replacement tree in an adjacent location

07/04980/TOP – application to fell 2 oak trees and 1 beech tree shown as being within group G1 of the South Somerset District Council (Brympton No. 5) Tree Preservation Order 1999 (GR353680/117330)

Play area and open space, King Arthur Drive

RECOMMENDATION:

1. 2 oak trees – recommend REFUSAL. These oak trees must not be removed whilst investigation of an engineering solution is sought.
2. Beech tree - this tree, which had been young & healthy, has been severely damaged, during construction works, by a considerable amount of root removal and will not survive for long. As the original planning permission approved the removal of approximately 200 trees it is not acceptable for the developer to cause damage to the trees that remain and should be made aware of this. The Parish Council recommends APPROVAL of removal of the beech tree & also recommends that the developer be asked for a replacement tree of a similar quality & ultimate size.

07/04104/FUL – the erection of a multi-franchise vehicle showroom, offices, store, workshops, and all external and other associated works (GR352444/116709) – minor layout amendment of access/parking areas.

Plots 2 & 3 Challenger Way, Houndstone Business Park

The proposed amendments do not in any way address the reasons given for recommending refusal to the original application.

RECOMMENDATION: Refusal - reasons as listed in original application

(c) CONSIDERATION OF NEW OR AMENDED PLANNING APPLICATIONS

It was RESOLVED to submit the following recommendations:

07/04380/FUL – the erection of a single storey timber framed all weather garden, with a liquid membrane roof finish (GR 353355/116957)

The Arrow, The Forum

RECOMMENDATION: Approval

07/04696/REM – the erection of 29 no., residential dwellings with associated parking and garaging (re-submission)
(GR352673/116058)

Golden Acres Nursery, Alvington Lane

RECOMMENDATION: Approval, subject to

- (a) Concerns over the finish of plot 6 – plots 6, 7 and 8 have a relationship with No. 2 Wisteria Close – would prefer to see no. 6 finished in stonework, as 7 & 8, so that there are only two styles of finish in this row.
- (b) Plot 10 – the only window, although at high level, faces a gable wall only 1 metre away. Could this building be turned through 180°?
- (c) The flats over garages have poor natural light – would prefer to see dormer windows rather than skylights.
- (d) It is noted that plots 2 and 3 have no rear access and will be unable to use refuse bins.
- (d) Chimney finish should match dwellings and hamlet.
- (e) The Council support the principle of joining the path and ask for appropriate staggered barriers.

07/04814/ADV – the display of 3 no. externally illuminated wall mounted signs on front boundary wall (GR352988/116108)

Motivo, Bluebell Road

RECOMMENDATION: Approval

07/05035/FUL & 07/05036/LBC – the erection of a single storey outbuilding extension to create garden room/playroom and stable (GR352665/117584)

Brooke House, Thorne Coffin

RECOMMENDATION: Approval

07/05046/COU – the change of use of premises to motor repair workshop (GR 352237/116951)

Unit 10, Bofors Park, Artillery Road

RECOMMENDATION: Approval, subject to a condition that no vehicles are left outside overnight, but are stored within the compound.

(d) **PLANNING/DEVELOPMENT UPDATES**

It was noted that updates were awaited on the landscaping at Motivo House and works required at the wiggly path. It was noted that no copy of application no. **07/05341/OUT** (Formation of road access and the development of land for B1 office and industrial use building at Land South Of The A3088, Western Relief Road) had been received. It was agreed that the Clerk would ascertain whether Judge Weeks would receive notification of the application.

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

It was **AGREED** that Mr Meecham & Mr Powell would be members of the Working Party for the month.

Mr Lawrence arrived at 9.20 p.m.

156/07. PRECEPT 2008-2009

It was **AGREED** that existing & Proposed Projects for 2008-2009 were:

- Larkhill Open Space
- The Noise 2008
- Painting of the fence and play equipment at Higher Ream
- Possible project at Alvington, should the bid to Area Working Party be withdrawn

After consideration it was resolved to approve the following budget for 2008-2009 (figures for 2007-2008 in brackets) :-

Staff Costs – this may need to be reconsidered if the boundary review is finalised.

Clerk's Salary - based on existing salary + 3% (inc. provision for sickness cover, although information is being sought on insurance cover for long-term sick leave)

£16000 (1400)

Employers National Insurance

£1080 (1050)

Gratuity (to earmarked reserve – total of £1190.00)

£170 (800)

(Power - LGA 1982, s.150)

Administration

Clerk's mileage

£200 (200)

Office Equipment (£926 to earmarked reserve)

£100 (250)

Office Expenses – consumables (print cartridges/paper/stamps/etc)

£650 (650)

General Insurance – increase to allow for inflation & additional insurance)

£1,900 (1200)

Audit – fees for 2006-2011 – fee set by NALC

£285 (285)

Courses/Training (to include Practitioners Conference)

£350 (200)

Purchase of Books for Clerk and Council

£50 (nil)

(remove from reserve account)

Subscriptions -(SALC) + SPFA, SCC and SLCC.

£1,200 (1200)

It is envisaged that with the increased number of electors the SALC fee will be between £875 - £900

(Power - LGA 1972, ss 101,111 and 112)

Publicise Functions (LGA 1982, s. 142) Parish Consultations inc.

Newslink/Web Site/Parish Plan/Freeport

£2,400 (2000)

Meeting costs - allow for 14 meetings p.a.

£350 (350)

Provision to cover election costs - £1,400 is- held in earmarked reserves

Nil (1400)

Civic

Councillors' allowances

4 x elected Councillors currently claim the allowance – allow for 5

£500 (1150)

(Power – LA (Members Allowances)(England)Regulations 2003

Councillor's expenses (mileage/subsistence– no increase recommended

£100 (100)

(Power – LA (Members Allowances)(England)Regulations 2003

Chairman's discretionary allowance - no increase recommended (Power - LGA 1972 ss 15(5))	£250 (250)
Projects/Grants/Subsidies	
Section 145 LGA Act 1972 - Provision of Entertainment – The Noise 2008	£1,750 (nil)
Section 137 LGA 1972, as amended ... suggest increase in line with population growth (S 137 permits expenditure of £5.64 per elector) [2007/2008] As at 8.11.2006 this would allow BPC to spend up to £26,186.52)	£2,500 (2,000)
Section 133 (Village Halls) LGA 1972 to include assistance with AMP hall renovation, (this would increase earmarked reserve to £25,000)	£6,410 (4000)
Section 133 (Village Halls) LGA 1972 Thorne Coffin Jubilee Hall	£250 (250)
Section 31, Local Government & Rating Act 1997 Public Safety - Crime & Disorder (Neighbourhood Watch signs etc)	£500 (500)
Section 144, Local Government Act 1972 Yeovil in Bloom - Sponsorship of roundabout & flower bed	£1,000 (1000)
Section 164, Public Health Act 1875 Development of Public Open Space Cost of 2 part-time officers for joint project with SSDC Unspecified work at Oak Tree Park/Larkhill Open Space	£10,000) (5000) £3,000)
Section 19, Local Government Act 1976 Purchase of new play equipment - (this would increase earmarked reserve to £8,000)	£2,000 (1800)
Running Costs	
Maintenance of play area/ Weekly & annual inspections /repainting of fence/ play equipment (Power - Section 19 LGA 1976	£3,750 (2250)
Purchase & maintenance of street scene furniture (Power Litter Act 183, s 5 & 6) (Power - Publicise Functions (LGA 1982, s. 142) (Power Litter (Animal Droppings) Order 1991)	£2000 (2000)
Cleaning of bus shelters (Power S.4 of LG (Misc. Prov.) Act 1953 *****	£77 (150)
PROPOSED EARMARKED RESERVES TO 31ST MARCH 2009	
CLERK'S GRATUITY	£1,190 (2480)
OFFICE EQUIPMENT –	£926 (850)
PURCHASE OF BOOKS- Remove– fund too small	
COST OF CONTESTED BY-ELECTION	£1,400 (1400)
ABBEY COMMUNITY ASSOCIATION	£25,000 (20,000)
YEOVIL IN BLOOM (provision of flower bed agreed 2004)	£1,000 (2300)
DEVELOPMENT OF PUBLIC OPEN SPACES - Remove as project now ongoing	
PURCHASE OF NEW PLAY EQUIPMENT	£8,000 (6000)
PROPOSED EARMARKED RESERVES TO 31ST MARCH 2009	37,516.00 (44,945.00)

After discussion it was NOTED that if all the budgeted expenditure & Earmarked Reserves were spent, a precept of £43,870 would leave the sum of £12,000 in the General Reserves for 2009-2010, which was considered an appropriate reserve.

Mr Seib proposed and it was unanimously RESOLVED to approve a precept of £43,870, not including provision for the Joint Burial Committee. It was NOTED that provision for the Joint Burial Committee would automatically be added by the District Council to the precept requested.

157/07. POLICY FOR APPLICATIONS FOR TREE WORKS

It was RESOLVED to approve the following policy for applications for tree works:-
On receipt of a planning application for tree works within the Parish, the Clerk will arrange for the Parish Tree Wardens to inspect the application and make comments as necessary. The application, together with any comments made, will then be passed to members of the Planning Working Party for consideration. When the application is considered by Council the appointed Tree Wardens may make comments on the application.

158/07. ALVINGTON YOUTH PROJECT

After consideration of responses received from local residents after two public consultations, it was agreed that no youth shelter & football posts would be provided at the Alvington Open Space. It was agreed to withdraw the application for funding from the Somerset Area Working Panel. It was agreed that next year the site would be revisited with a view to the provision of seats and erosion matting. It was also agreed to ask Mrs B Collier, SSDC Tree Planting Project Officer to visit the site.

159/07. THORNE COFFIN JUBILEE HALL

At its meeting held on 26th September (min. no. 117/07) it had been agreed to request that the Trustees consider alternative heating for the Jubilee Hall. Following investigation a quotation has been received by the Council from BEV Electrical of Yeovil for the removal of the existing heaters and the supply and installation of new thermostatically controlled convection heaters positioned at lower level, in the sum of :

Supply and fit four heaters - £241-52 + VAT.

Supply and fit additional heaters - £138-88 each + VAT.

Although this expenditure was not part of the Council budget for 2007-2008 it was agreed that savings have been identified which can be used to pay for the work. Mr Graham proposed and it was resolved to approve the quotation from BEV Electrical for five heaters at a cost of £380.40 + VAT.

160/07. HIGHER REAM

The Annual Play Inspection Report advised that there were finger traps present in the roundabout. It was NOTED that this Report had to be sent to the Council's insurers who asked what action the Council intend to take on the finger trap. Consultation had taken place with the manufacturer who was prepared to attempt a modification but due to the age of the roundabout members considered what other action might be taken. It was NOTED that Mr Barnes, SSDC Play Areas and Youth Facilities Officer had offered support to the Council. After consideration Mrs Glaisher proposed and it was agreed that the roundabout should be removed within six months and replaced with an item of play equipment to be agreed.

Mrs Thomas left at 9.45 p.m.

161/07. CONSIDERATION OF GRANTS UNDER SECTION 137 OF THE LOCAL GOVERNMENT ACT 1972

It was NOTED that in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, expenditure, which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure, can be made. At the last meeting grants were awarded in the sum of £1,000, leaving £1,000 within the budget. Requests for assistance had been received from:

- SCC – requesting supporting Somerset youth to prepare and train for the Olympic 2012 games and beyond
- Somerset Arts Week –requesting that the Council consider supporting the sustainability of Somerset Arts Week
- South Somerset Association for Voluntary & Community Action Ltd (formerly Yeovil & District CVS)
- Age Concern

Mrs Glaisher proposed and it was agreed to award £150 to the South Somerset Association for Voluntary & Community Action Ltd and £150 to Age Concern.

162/07. HIGHWAY MATTERS

(a) YTFC – Min No. 137/07. It was NOTED that Mr Fletcher, Somerset County Council Highways, was unaware of any complaints received by County Highways regarding the football car parking. With regard to the Traffic Management Act 2004 he is seeking advice from the County Council Solicitor.

(b) It was NOTED that complaints had been received regarding parking at Lupin Way, Alvington and a meeting had been held between Mr Fletcher & PCSO Over. It was NOTED that County Highways has agreed to place "White Lines" around the junctions and dropped kerbs areas. It was AGREED to ask PCSO Over to visit the junction of Lufton Way with Mead Avenue.

(c) Mr Lowndes, SCC Highways, had advised that work on the strategy review will commence early in 2008. Mr Lowndes also advised that SCC Officers were in a position to give greater priority to issues in Yeovil and would have a clearer idea of works programming in the next few weeks. It was AGREED to check that the cycle paths would be installed through the spinal path and not on Western Avenue.

EXCLUSION OF PRESS AND PUBLIC

It was 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.

163/07. Clerk's Salary

Mr Seib proposed and it was unanimously RESOLVED to increase the Clerk's salary hourly rate to £10.116 per hour, in accordance with the recommendations of NALC & SLCC for the year to 31st March 2008.

It was RESOLVED to remove exclusion of the press and public .

164/07. FINANCE

(a) The bank reconciliation statement, circulated at the meeting, was APPROVED.

(b) It was RESOLVED to approve the following payments:

Malcolm Lane & Son Ltd (noticeboard)	£951.76
Earth Anchors Ltd (chute type dog bin)	£158.86
Information Commissioner	£35.00
SSDC Newslink	£389.87
E Hobbs (bus shelter cleaning)	£66.00
The Royal British Legion (Chairman's Fund0	£33.00
Abbey Community Association (meeting expenses)	£100.00
Mrs E M James – Corporate Management & Democratic Core	£921.00 + £104.67

165/07. ITEMS DISTRIBUTED

Clerks & Councils Direct

The Town & Country Planning (Environmental Impact Assessment)(England)(Amendment Regulations 2007

South Somerset News – November 07

Countryside Voice – Autumn 2007 CPRE Magazine

166/07. QUESTIONS AND ITEMS ARISING AFTER THE PREPARATION OF THE AGENDA, WHICH THE CHAIRMAN AGREED TO TAKE AS URGENT. SUCH MATTERS FOR NOTING OR DEFERRAL TO A FUTURE MEETING ONLY

Oak Tree Park –

(a) It was NOTED that complaints have been received regarding the noise insulation at the skate park.

(b) It was NOTED that damage had been done to the bund adjacent to the skate park.

(c) Xmas tree – to review whether fencing & electricity should be considered.

167/07. ITEMS FOR NEXT MEETING

Review of internal audit/risk assessment/financial risk assessment

168/07. NEXT MEETING

The next meeting will be held on 19th December 2007 at 7.30 p.m. at the Jubilee Hall, Thorne Coffin