

BRYMPTON PARISH COUNCIL

Minutes of the Meeting of BRYMPTON PARISH COUNCIL held on Wednesday, 19th December 2007 at the Jubilee Hall, Thorne Coffin
(7.34 p.m. – 9.55 p.m.)

PRESENT:

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|---------------------------|------------------------------|
| Mrs E Glaisher (Chairman) | Mr R Meecham (Vice-Chairman) |
| Mr P Dutton | Mr A Graham |
| Mrs D Jagger | Mr C Lawrence |
| Mr C Legg | Mr G Pritchard |
| Mr P Seib | Mrs M Thomas |
| Mrs E M James (Clerk) | |

PC Hurst & PCSO Over

169/07 APOLOGIES FOR ABSENCE AND TO CONSIDER ACCEPTANCE OF THE REASONS

An apology for absence due to a prior meeting was received from Mr A Powell, it was agreed to approve the reason for absence.

170/07 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. 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.

171/07 CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON 28th NOVEMBER 2007

The minutes of the meeting held on 28th November 2007 were confirmed as a correct record and signed by the Chairman.

172/07 CRIME, DISORDER and COMMUNITY SAFETY

- (a) No report available from the Crime & Disorder Representative
- (b) Quarterly crime statistics were reviewed, 69 recorded crimes had taken place. It was NOTED that Oak Tree Park is regularly monitored.
- (c) Following discussions on football match day parking it was agreed that the Police would prepare a warning leaflet for badly parked cars & carry out a leaflet drop. It was noted that cars would receive tickets if an offence was being committed. It was suggested that the Police could ask for the Club to broadcast a warning message on car parking at matches. It was NOTED that the Dispersal Order ceased on 3rd December and will be reviewed.

173/07 CHAIRMAN'S ANNOUNCEMENTS

The Chairman advised that at the meeting of the South Somerset Area Working Panel held on 5th December, funding had been refused for the completion of the footpath link adjacent to the Audi Garage. It was also NOTED that SSDC would be holding a meeting to give details on the S106 agreements for the Key Sites in January.

174/07 CLERK'S REPORT

- (a) Planning Training (Min. 152/07(g)) – It was AGREED to request a planning training workshop in conjunction with members of Yeovil Without Parish Council on 19th February 2008 at Brympton Way.
- (b) Min. no. 152/07(k) - Having been given further information regarding Insurance to cover long-term sickness of the Clerk it was AGREED to take no further action but consideration will be given to including additional provision within the budget.
- (c) Min. No. 154/07 – Meals on Wheels – It was NOTED that in South Somerset there are 350 people using the Meals on Wheels service, of these 127 live within Yeovil and surrounding villages.
- (d) Min. No. 158/07 –Alvington Open Space - It was NOTED that Mrs Collier, SSDC Tree Planting Officer, had advised that any new tree planting work would need to be carried out in partnership with Mr S Fox, SSDC. Currently Mrs Collier is offering tree advice to private landowners but will be looking at Council owned land in due course.
- (e) Min. no. 161/07 – Grants –It was NOTED that letters of thanks had been received from SSVCA & Age Concern. It was further NOTED that St Margaret's Hospice had accepted the invitation to make a presentation at the Annual Parish Assembly.
- (f) Higher Ream (min. 160/07) – It was NOTED that the Clerk will meet with Mr Barnes, SSDC, to discuss replacement play equipment.
- (g) Oak Tree Park (min. 166/07) – It was NOTED that Mr Barnes, SSDC, had requested a quotation from a specialist firm for the price of re-spraying the central ramp. The quotation is not expected until January 2008 and should SSDC agree that this work be carried out it is not expected to commence for at least two months.
- (h) The Forum, Abbey Manor Park – It was NOTED that Abbey Manor Homes are still considering whether to construct steps between the Arrow and the Car Park. It was further noted that the damaged wall will not be repaired until Abbey Manor Homes Insurers agree. It was NOTED that the Clerk had advised there were concerns that the bricks could be used for anti-social behaviour.
- (i) The Noise 2008 – It was NOTED that Jay Lewen, Youth Worker at SSDC, is keen to be involved. The Clerk will be meeting the Urban Warriors in January.

175/07 REPORTS FROM

(a) SOMERSET COUNTY COUNCILLOR

Mr Crabb provided an update on the County Council – he advised that the County Council are receiving a grant increase from central government of 9.2 million pounds & 1.5 million pounds for the area-based grants. Mr Crabb advised that the S106 agreement for the Thorne Lane Key Site should set out the time-table for the construction of the new road. He also advised that County Highways will not change the priority of Western Avenue and Thorne Lane.

(b) DISTRICT COUNCILLORS

Mr Seib provided an update on District Council activities – he advised that he and Mr Richardson have funded the new front door needed at the Community Centre. Mr Seib also gave details on the innovation centre at Copse Road.

(c) PARISH REPRESENTATIVES ON OUTSIDE BODIES

Mr Meecham advised that he, Mr Seib & the Clerk had attended the SALC meeting held on 10th December. Items discussed included the Local Government & Public Involvement in Health Act 2007 and it was NOTED that many details of this Act are still under discussion.

176/07 CORRESPONDENCE

- (a) SSDC – Play Policy and Strategy – currently being circulated.
- (b) Somerset Strategic Partnership – Mr Lawrence agreed to attend a consultation event on 9th January 2008.
- (c) Safer Somerset Awards – full details were given for the first ever “Safer Somerset Awards” but it was agreed no nominations would be made.
- (d) DCLOG - Tree Preservation Orders: Improving Procedures - Consultation Paper. It was agreed that following consultation between the Tree Wardens, Chairman & Vice-Chairman, the Clerk be delegated to respond to the consultation.

177/07 PLANNING

(a) DECISIONS ON PLANNING APPLICATIONS

Members were asked to note the approval of planning applications 07/04104/FUL, 04/04181/TPO, 07/04542/TPO and 07/04503/FUL. Members noted that with regard to planning application 07/04980/TOP, the felling of two oaks trees had been refused but approval had been given to fell the beech tree.

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

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

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

(GR352673/116058) – AMENDED PLANS

Golden Acres Nursery, Alvington Lane

RECOMMENDATION: Previous comments apply except for comment that plots 2 and 3 have no rear access and will be unable to use refuse bins.

07/05231/FUL – Change of use of land to vehicle rental use, the erection of a Portakabin and the provision of a washdown facility (GR352258/1168945)

Land at Junction with Bofers Park, Artillery Road

RECOMMENDATION: Approval

(c) CONSIDERATION OF NEW OR AMENDED PLANNING APPLICATIONS

It was AGREED to submit the following recommendations:

07/05379/FUL – the erection of 4 no. terraced dwellinghouses and the formation of a new lay-by to accommodate parking (GR 353868/117192)

Land adjoining 154 Larkhill Road – adjacent to parish

RECOMMENDATION: Refusal, for the following reasons:

- Over-development of site
- Loss of informal open space
- The properties will overlook existing properties
- Insufficient parking – there are concerns that residents would park on the side of the road, as well as in the parking spaces proposed, and as this site is on the brow of a hill there are serious safety issues.

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

RECOMMENDATION: It was agreed that insufficient information had been given to properly consider the application. It was agreed to request a deferment to the next meeting and also to request the Planning Officer to attend the meeting. Should a deferment not be granted it was agreed to write to the Chief Executive & the Head of Development & Building Control regarding the lack of information.

07/05513/FUL – the erection of a two storey side extension to dwellinghouse (GR 352337/116489)

22 Roe Avenue

RECOMMENDATION: Approval

(d) PLANNING/DEVELOPMENT UPDATES

Motivo House –it was NOTED that the Enforcement Officer is continuing to take action.

David Wilson Homes Ltd (outstanding works) – it was NOTED that the Planning Officer has now passed this case to the Enforcement Officer for action

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

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

178/07 SERVICE LEVEL AGREEMENT – SOMERSET COUNTY COUNCIL & BRYMPTON PARISH COUNCIL

It was **RESOLVED** to approve that the Clerk sign the Service Level Agreement, copy of which had been attached to agenda. The Clerk gave details of advice received from SSDC on planning requirements. It was **RESOLVED** to approve all necessary expenditure with regard to submission of a planning application for the proposed work.

179/07 REVIEW OF SYSTEMS OF INTERNAL CONTROL AUDIT PROCESS

It was agreed that, in accordance with Regulation 6 of The Accounts and Audit (Amendment) (England), a Working Party comprising Mrs Glaisher, Mr Lawrence & the Clerk, would discuss the effectiveness of internal control and report back to the next meeting.

180/07 REVIEW OF RISK ASSESSMENT & FINANCIAL RISK ASSESSMENT

Following a review of the risk assessment & financial risk assessment of December 2006 and also after consultation by the Clerk with the Internal Auditor, it was agreed to make the following amendments to the financial risk assessment–

- (a) Fraud by Clerk – delete “Clerk is not a signatory” and replace with “3 signatories are now required for each transaction”
- (b) Amend frequency of internal audit checks on bank statement verification from 1 month to every 3months, as bank statements are checked monthly by a Councillor.

181/07 CLERK - CONTINUING PROFESSIONAL DEVELOPMENT

(a) It was RESOLVED to approve the attendance by the Clerk at the SLCC 2008 Practitioners' Conference on 29 Feb/1st March 2008 at a cost of £190 plus mileage.

(b) It was NOTED that the Clerk has applied for membership of the Institute of Local Council Management, which will include a compulsory requirement to undertake continuing professional development

182/07 HIGHWAY MATTERS

(a) Winter Service 2007-2008 – information is available on the Council web site - NOTED

(b) Highway concerns within the parish – it was agreed to request that Lufton Way be cleared.

183/07 FINANCE

(a) The bank reconciliation statement was NOTED and APPROVED.

(b) Report from Internal Auditor – A report from the Internal Auditor, attached to the minutes, was circulated at the meeting.

(c) It was NOTED that a direct debit of £70.35 will be made to BT on 19th December 2007

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

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|---|------------------|
| Jubilee Hall meeting expenses | £25.00 |
| SSDC – playground inspections 4/7/07-25/9/07 | £207.28 |
| Viking Direct – Toner cartridge | £64.25 |
| Mr C Lawrence | £19.50 |
| Mr A Powell | £19.50 |
| Mr G Pritchard | £19.50 |
| Mr P Seib | £15.00 |
| Mrs D Jagger – mileage allowance for training event on 25.10.2007 | £25.60 |
| B.E.V. Ltd | £446.97 |
| SLCC – Annual subscription (Clerk) | £129.00 |
| Inland Revenue | £886.07 |
| Mrs E M James – Corporate Management & Democratic Core | £920.99 + £57.25 |
| GB Sport & Leisure (Min. no. 73/07(ii)) | £481.75 |

184/07 ITEMS TO BE DISTRIBUTED

CPRE Somerset – “Somerset Matters”

185/07 QUESTIONS AND ITEMS ARISING AFTER THE PREPARATION OF THIS AGENDA, WHICH THE CHAIRMAN AGREES TO TAKE AS URGENT. SUCH MATTERS FOR NOTING OR DEFERRAL TO A FUTURE MEETING ONLY

Mr Lawrence advised that he had attended Preston School to provide an update on the project for pupils who took part in the Planning for Real® exercise.

186/07 ITEMS FOR NEXT MEETING

Review of Systems of Internal Control Audit Process

Larkhill Open Space

Tesco Working for Community Project

187/07 NEXT MEETING

The next meeting will be held on 23rd January 2008 at 8.00 p.m. at the Community Centre, Abbey Manor Park