



Cannington Parish Council

Minutes of the Annual Parish Council meeting of Cannington Parish Council at
7.00pm on Tuesday 9th May 2017 in Cannington Village Hall

MINUTES DRAFT

Council Session

Present:

Parish Councillors: Mike Phillips, Dawn Horrobin, Rob Morgan, Alan Beasley, Kym Wardhaugh, Robin Phipps, Jack Popham and Andrew Vickery.

Chair: Colin Allen

Sedgemoor District Councillors: Ann Bown and Ian Dyer (from 7.50pm)

Somerset County Councillor: Mike Caswell (from 7.35pm)

Clerks: Tina Gardener and Aly Prowse

Members of the public: 10

Council Session

01/05/17 Election of Chairman and signing of Office for the forthcoming year

The Chairman invited nominations for the position of Chairman. Cllr Alan Beasley proposed Cllr Colin Allen and this was seconded by Cllr Kym Wardhaugh. Cllr Colin Allen indicated he was prepared to stand for Chairman. There being no other nominations a vote was cast and it was a unanimous vote for Cllr Colin Allen to become Chairman. Cllr Colin Allen signed his declaration of office.

02/05/17 Election of Vice Chairman for the forthcoming year

The Chairman then invited nominations for the position of Vice Chairman. Cllr Rob Morgan proposed Cllr Mike Phillips and this was seconded by Cllr Alan Beasley. Cllr Mike Phillips indicated he was prepared to stand. There being no other nominations a vote was cast and it was unanimous. Cllr Mike Phillips signed his declaration of office.

Public Session

- Comments were made that there appeared to be a lack of fish in the brook, although an egret had been observed in the vicinity of the packhorse bridge. The Parish Council will look into the possibilities of restocking. A recent survey carried out by the Environment Agency showed good water quality. Bridgwater College also carry out regular surveys.
- Concerns were raised about the lorry movements and the parking of contractors' vehicles at the Otter Brook Development. Chairman Colin Allen has spoken to the developer. Highways have visited the area to assess the damage to kerbs and verges.
- A member of the public asked what the definition of a holiday chalet was (planning 13/17/00013). They can be of any construction and the local planning authority can impose legal requirements.
- The Chairman welcomed Mike Caswell, the new County Councillor for the Cannington Ward. We are hopeful that our relationship will continue in the same way as with John Edney.

Council Session

03/05/17 Apologies for Absence were accepted from Cllr David Greenslade

04/05/17 Declarations of Members Interests

Chairman Colin Allen declared an interest in planning application 13/14/00030

05/05/17 Minutes of Meeting held on 11th April 2017

The minutes of the meeting held on 11th April 2017 were agreed.

With permission from the Council the Chairman moved planning item 13/14/00030 up the agenda for the benefit of members of the public.

12/05/17 Planning Matters

Planning application 13/14/00030

Land transfer to Cannington Parish Council (as per SDC S. Mason's correspondence emailed to Cllrs 4.5.17). Cllr Robin Phipps proposed for the Parish Council to take ownership of and maintain the new area identified subject to the transfer of funds for future maintenance. This was seconded by Cllr Kym Wardhaugh and agreed unanimously. The Clerk will check with Scott Mason as to who will be responsible for the maintenance of the land adjacent to the brook.

Plot 16 – concerns regarding the positioning and layout (non-conforming to planning conditions). After discussions Cllr Alan Beasley proposed that we should pursue the amendments with SDC Planning. This was seconded by Cllr Robin Phipps and agreed by a majority.

Concerns were also raised regarding the position and height of plot1 and ground levels on other houses.

Cllr Mike Phillips was congratulated on his work carried out in compiling the report on the planning application regarding plot 16 and other issues

The footpath beside the weir should have been reopened. The Clerk will follow this up with the developers.

06/05/17 Matters Arising

1. 04/04/17 Traffic calming. A meeting has been arranged with Andy Coupe for 26th July 2017.
2. 04/04/17 Skate Park. On-going.
3. 04/04/17 Black Poplar. On-going.
4. 04/04/17 Electricity supply for Jubilee Gardens has now been installed by Western Power. An electricity provider needs to be contacted and a metered connection made.
5. 04/04/17 Free bus service between Bridgwater and Minehead. The Clerk will chase this with SCC.

6. 08/04/17 Youth Club contract placed with Youth Unlimited which commenced 8.5.17
7. 09/04/17 Grass cutting for Churchyard; agreed parish council to request the funding from SDC and take responsibility for the grass cutting.

07/05/17 Review Financial Regulations

The Financial Regulations were reviewed and there were no amendments required.

08/05/17 Review Standing Orders

The Standing Orders were reviewed and there were no amendments required.

09/05/17 Review posts of Responsibilities

The posts of responsibilities were reviewed and the following agreed;

Allotments – Deputy Clerk
 Brook – Cllr David Greenslade
 Cannington in Bloom - Cllr Kym Wardhaugh
 Cemetery – Cllr Alan Beasley
 College – Chairman Colin Allen
 Community Orchard – Cllr Robin Phipps
 Defibrillator – Cllr Robin Phipps
 EDF – Chairman Colin Allen
 EDF – Community Forum – Cllrs Alan Beasley and Robin Phipps
 EDF - Hinkley Point SSG – Cllr Mike Phillips
 EDF – Transport Forum - Cllrs Alan Beasley and Rob Morgan
 Footpaths and Highways – Clerk and Cllr Rob Morgan
 Jubilee Gardens – Cllr Andrew Vickery
 Playing Field/Amenities – Cllr Mike Phillips
 Somerset Association of Local Councillors (SALC) - Clerk
 Speedwatch Traffic Monitoring - Clerk
 Village Hall – Cllr David Greenslade
 Youth – Cllr Jack Popham

10/05/17 Review Committee and Advisory Group membership

The committees and advisory groups' membership were review and the following agreed;

Disciplinary – Cllrs Mike Phillips, Dawn Horrobin and Rob Morgan
 Emergency planning including flooding – Cllrs Colin Allen, Mike Phillips, David Greenslade and Ian Dyer
 Finance and Staffing Committee – Cllrs Alan Beasley, Jack Popham, Andrew Vickery, Chairman & Vice-Chairman
 Grievance – Cllrs David Greenslade, Robin Phipps and Kym Wardhaugh
 Jubilee Gardens – Cllr Andrew Vickery, Chairman, Vice-Chairman, members of the public: Dave Tudor & Jan Pettitt
 Planning – Cllrs Alan Beasley, Rob Morgan and Dawn Horrobin
 Village Brook – Cllrs David Greenslade, Chair/Vice-Chair, members of the public: Dave Popham, Dave Sayer, Dave Tudor and Bill Sutton

11/05/17 Review of risk assessments

The Chairman has carried out the review of risk assessments.

12/05/17 Planning matters

New Planning applications

1. **13/17/00005** – Erection of extension to SW elevation of existing poultry shed at Hensfield Farm, Chads Hill, Cannington for Perry Green Farms Ltd. After discussions Cllr Mike Phillips proposed to support the application this was seconded by Cllr Rob Morgan and agreed unanimously.
2. **13/17/00013** – Change of use of land to allow the erection of 5 detached holiday lodges and 2 pairs of semi-detached holiday lodges at Henfields Farm, Chads Hill, Cannington for Perry Green Farms Ltd. After discussions Cllr Rob Morgan proposed to oppose the application as it is outside the development boundary in the open countryside and there is insufficient supporting information and documentation. This was seconded by Cllr Andrew Vickery and agreed by a majority. Cllr Mike Phillips wished it be recorded that he abstained from voting as he didn't agree with all the conditions.
3. **13/17/00014** – Reduce weeping Willow tree in the rear garden down 5-7m in height and 2-3m off the side blending the shape at 1 Fore Street, Cannington for Mr & Mrs Pettitt. Cllr Rob Morgan proposed to support this application; this was seconded by Cllr Mike Phillips and agreed unanimously.
4. **13/17/00015** – Installation of 162m sheet piling, creating surrounding embankment, re-route England Coast Path and creation of a grassed access track as part of flood defence realignment works, Stallingtons Clyce, Cannington. After discussions Cllr Alan Beasley proposed to support the application as it was essential works to reduce the flood risk. This was seconded by Cllr Mike Phillips and agreed unanimously.
5. **13/17/00016** – Request for discharge of requirement relating to CP1 Ecology associated with Cannington Park and Ride – resubmission
6. **13/17/00017** - Request for discharge of requirement relating to CP9 Signage associated with Cannington Park and Ride
7. **13/17/00018** – Installation of a car park barrier system to include rise and fall bollards, sounder, control unit, traffic lights on single column and an intercom system at Cannington Court Cllr Rob Morgan proposed to support the application, this was seconded by Cllr Jack Popham and agreed unanimously.

Planning applications decided

1. **1/13/16/049** – Section 73 application – variation of condition1 of permission 1/13/04/042 at Spaxton Road, Cannington for S Roberts & Sons. **Permission granted.**
2. **1/13/16/050** – Section 73 application – variation of condition 1 of permission 1/13/07/043 at Spaxton Road, Cannington for S Roberts & Sons. **Conditional permission granted.**
3. **1/13/16/051** – Section 73 application – variation of condition 1 of permission 1/13/08/10 at Spaxton Road, Cannington for S Roberts & Sons. **Permission refused.**

4. **1/13/17/007** – Construction of a new control kiosk at Cannington STW for Wessex Water. **Conditional permission granted.**
5. **13/17/00006** - Formation of decking and steps to South elevation to form fire escape at Crabtrees Caravan Park, East Street, Cannington. **Permission granted (Committee decision)**
6. **13/17/00011** - Reduce overall height and spread of Willow tree by 33% at the Friendly Spirit, Brook Street, Cannington. **Permission granted**

Tree Preservation Orders

13/05/17 Financial Matters

1. **Payments Due** – The following cheques were approved for payment;

Name of Payee	Description of cheque	Cheque No.	Amount
Additional payments made since the last meeting: -			
Cannington Village Hall	Hire of Parish Community Room (£230.00) and Council monthly meeting (£20.00)	S/O	£250.00
Tina Gardener	Purchase of computer and software from Currys PC World	003180	£678.99
Tina Gardener	Clerk's salary for April 2017	003181	£626.13
Aly Prowse	Deputy Clerk's salary for April 2017	003182	£287.45
The following payments are due;			
SDC	Dog bin emptying contract	BGC	£668.93
Tina Gardener	Stationery, postage, refreshments and gifts	003183	£95.93
Colin Allen	Chairman's allowance	003184	£200.00
Diane Malley	Payroll services for 2017/18	003185	£102.00
BT	Phone services March to June 2017	DD	£101.75
Cancelled		003186	
EDF Energy	Electricity supply for pavilion Nov 2016 to May 2017	003187	£178.90
Greenslades Grounds Maintenance	March and April grounds maintenance	003188	£1,871.92

2. **The amended accounts for March 2017** had previously been circulated to all Councillors and agreed as a true record. The current balance is £56,347.13.
3. **The Accounts for April 2017.** The bank statements for April 2017 have not been received. As soon as they are received they will be circulated to all Councillors.
4. **The following recommendations from the Finance and Staffing Committee meeting** held on 24.4.17 were agreed;
 - The Deputy Clerk has completed her probationary period and her position has been made permanent. Following successful staff appraisals both Clerks will advance to the next increment on the pay scale.
 - The following earmarked balances from 2016/17 were agreed to be carried forward; £25,000 Compensation payment, £1,000 NHP, £700 Computer, £1,000 electrical supply for Jubilee Gardens, £1,900 Youth grant and £1,000 War Memorial.
 - Following a review of the budget provision for 2017/18 the following adjustments were agreed; £4,500 increase to income budget for late VAT repayment, £2,000 increase to expenditure for Christmas lights, £5,000 increase to expenditure for showers in the playing field pavilion and remove £4,000 budget for the bus shelter.
5. **The Insurance for 2017/18** has been reviewed and the provision is adequate.
6. **Bowling Green.** Our contractor Greenslades Grounds Maintenance has provided a quote of £1,566 per annum for its maintenance. Councillors agreed for this to be carried out this year and it will be added to the Grounds Maintenance contract when it goes out to tender next year.

14/05/17 Annual Audit Return

1. The Annual Governance Statement for 2016/17 had previously been circulated to all Councillors. Cllr Mike Phillips read the statement which was agreed by all and signed by the Chairman.
2. The Accounting Statements for 2016/17 had previously been circulated to all Councillors which was agreed by all and signed by the Chairman.

15/05/17 Neighbourhood Plan (NHP)

The draft plan has still to be agreed. Cllr Rob Morgan was thanked for his comments on the draft. All Councillors will be circulated with the draft plan and any further comments to be given to the Clerk by 19th May 2017.

16/05/17 Correspondence

1. The Wildlife Trusts Somerset – funding application to EDF CIM fund
2. EDF Park and Ride Working conditions (Monday-Friday 0800hrs-1900hrs and Saturday 0800hrs-1300hrs)

17/05/17 Reports

Posts of Responsibility – reports where applicable

- a. Allotments – Clerk.
- b. Brook – Cllr David Greenslade.
- c. Cannington in Bloom – Cllr Kym Wardhaugh reported that the watering of the planters and baskets by P Lamb commenced in May 2017. An EDF contractor has provided some planters. A quote had been received from Mark Bacon to edge the borders of Love Lane with boards. Cllr Rob Morgan proposed to accept the quote for £390 using the wooden sleepers. This was seconded by Cllr Dawn Horrobin and agreed unanimously.
- d. Cemetery – Cllr Alan Beasley
- e. College – Chairman Colin Allen reported that the College has been informed about 2 dead trees along the boundary of the allotments with the driving range, continued concerns have been raised regarding the state of Court House and he stressed the importance that the College should be contributing to the village to compensate for their overwhelming presence in Cannington.
- f. Community Orchard – Cllr Robin Phipps reported that the opening will be taking place on 27th June 2017.
- g. Emergency Planning including flooding

- h. Jubilee Gardens – Cllr Andrew Vickery was pleased to report that the stone bench has now got a replacement wooden seat and back rest.
- i. Playing fields/amenities – Cllr Mike Phillips reported that we will request amended quotes using the existing showers.
- j. Somerset Association of Local Clerks - Clerk
- k. Speedwatch Traffic monitoring and Speed Indicator Device (SID)- Clerk. In March there were 9 speed watch outings. Out of 1106 vehicle movements there were 54 speeders. The top speed recorded was 50mph.
- l. Village Hall – Cllr David Greenslade
- m. Youth - Cllr Jack Popham. The Youth Club commenced last night under the management of Youth Unlimited. 14 young people attended. There was an incident (not involving any young people) which was dealt with by the Chairman.

Other Reports

- 1. Flood Alleviation Scheme. The scheme has been held up by the diversion of the gas main which is due to take place on 22nd May 2017.
- 2. Cannington Court. New signs for the Rodway car park have been mislaid and so new ones will be ordered. The barriers in the car park are now opened by the minibus drivers and so aren't opened so early in the mornings. The payment for the Christmas trees has finally been made. A drain survey for Priory Barn took place on 2nd and 3rd May 2017. Larger gates are being installed off Church Street.
- 3. Transport Forum meeting was held on 27th April 2017 and was attended by Cllr Alan Beasley and Rob Morgan. The minutes for the meeting have been circulated to all Councillors. The main points were; the road and junction improvements to the Drove and Bristol Road are going extremely well and should be completed ahead of schedule in August 2017. Construction of the Bath Road Campus would commence after the Drove works are completed. Work on the M5 Junction 23 roundabout will commence by the end of 2017. The jetty being constructed at Hinkley Point will be able to take HGV's. There are currently 67 buses being used daily for Hinkley Point this will increase to 120 over time. There is an average of 250 HGV movements daily.
- 4. Highways and Parking Issues. A cracked drain cover in Chads Hill has been reported to the Clerk.

Matters of Report

- 1. The Community Forum meeting to be held on 11th May 2017.
- 2. Sedgemoor South West Cluster meeting to be held on 20th June 2017.
- 3. Hinkley Point SSG meeting to be held on 23rd June 2017

18/05/17 Items for the next meeting

19/05/17 Date and Time of next meeting

The next meeting will be held on Tuesday 13th June 2017 at 7.00pm.

The meeting closed at 9.15pm

Signed Date