



Cannington Parish Council

Minutes of the Annual Parish Council meeting of Cannington Parish Council at
7.00pm on Friday 15th May 2015 in Cannington Village Hall

MINUTES DRAFT

Present:

Parish Councillors: Mike Phillips, Rob Morgan, Jack Popham, Robin Phipps, Alan Beasley, Alan Davey, David Greenslade and Andrew Vickery.

Chair: Colin Allen

Sedgemoor District Councillors: Mrs Ann Bown and Ian Dyer

Somerset County Councillor: John Edney

Clerk: Tina Gardener

Members of the public: None

Council Session

01/05/15 Election of Chairman and signing of Office for the forthcoming year

The Chairman invited nominations for the position of Chairman. Cllr Mike Phillips proposed Cllr Colin Allen and this was seconded by Cllr David Greenslade. 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.

02/05/15 Members signing of acceptance of office

All members signed their acceptance of office forms which were witnessed by the Clerk. The Clerk will send the Certificate of Declarations of Acceptance of Office to SDC.

03/05/15 Election of Vice Chairman for the forthcoming year

The Chairman then invited nominations for the position of Vice Chairman. Cllr Alan Davey proposed Cllr Mike Phillips and this was seconded by Cllr Rob Morgan. 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

SCC Cllr John Edney congratulated Chairman Colin Allen and Vice Chairman Mike Phillips and thanked them for all their hard work. He also congratulated all the councillors. He was sure they would do exceptionally well as in the past.

Chairman Colin Allen stated that he would have been unable to fulfil the role of Chairman without the support from Vice Chairman Mike Phillips.

Council Session

04/05/15 Apologies for Absence were accepted from SDC Cllr Ian Dyer (who arrived later during the meeting)

05/05/15 Declarations of Members Interests

Chairman Colin Allen declared an interest in agenda item 22/05/15 – Computer issues.

The Clerk collected members' register of interest forms. There were a couple of forms outstanding and the Clerk reminded them that they had 28 days of their being elected or appointed to office.

06/05/15 Welcome to new Councillors

The Chairman welcomed the new Councillors to the Parish Council and he was sure they would all be an asset to the Parish Council. The Clerk has details of training courses run by SALC which she will forward.

07/05/15 Minutes of Meeting held on 14th April 2015

The minutes of the meeting held on 14th April 2015 were approved.

08/05/15 Matters Arising

1. 04/04/15 Lengthsman – It is unlikely that EDF will fund this scheme and it was recommended that we apply to the Community Impact Mitigation (CIM) fund. We would also approach Otterhampton Parish Council to see if they would like to make a joint application.
2. 04/04/15 Website – This is progressing well and most of the information required for the website has been collated.
3. 04/04/15 Playing Fields – There has been no further progress on purchase.
4. 04/04/15 Traffic calming. – A response has just been received from Alyn Jones, SCC. The full report will be circulated to all Councillors and put on the website.
5. 04/04/15 Skate Park. – Brymore has indicated that they would consider selling the land (where the old scout hut used to be) subject to a valuation being carried out.
6. 11/04/15 Speed Indicator Device (SID) protocol. – On going
7. 15/04/15 S106 agreement for the development on land to the east of Main Road, Cannington. This has now been completed and signed by the developers. It could be another 2 years before the land is transferred to the Parish Council.

09/05/15 Co-option of Parish Councillor

There was an uncontested election as only 9 nominations were received for 10 Parish Councillors. After discussion it was agreed that the Clerk would put an advertisement on the Noticeboards and website for the vacancy for the remaining Parish Councillor which will be filled by co-option with a closing date of 1st June 2015. Cllr Mike Phillips proposed that the Clerk will send out an application form for all those interested and invite them to a briefing on Monday 1st June 2015 with the Chairman and the Clerk. The co-option will take place at the next meeting on 9th June 2015 which will be decided by voting. This was seconded by Cllr Robin Phipps and agreed unanimously.

10/05/15 Review Financial Regulations

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

11/05/15 Review Standing Orders

Following the Openness of Local Government Bodies Regulation Act 2014, Standing Orders point 1.m – should state; A person may not orally report or comment about a meeting as it takes place if he is present at the meeting of a Parish Council or its committees but otherwise may

- a. Film, photograph or make an audio recording of a meeting
- b. Use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later
- c. Report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting

Cllr Mike Phillips proposed to accept this change which was seconded by Cllr Rob Morgan and agreed unanimously.

12/05/15 Review posts of Responsibilities

The posts of responsibilities were reviewed and the following agreed;

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

13/05/15 Review Committee and Advisory Group membership

The committee and advisory group memberships were reviewed and the following agreed;

Disciplinary – Cllr Mike Phillips, Cllr Rob Morgan and another
Emergency planning including flooding – Chairman Colin Allen, Cllr David Greenslade, Cllr Mike Phillips and SDC Cllr Ian Dyer
Finance and Staffing Committee – Cllr Alan Beasley, Cllr Jack Popham and Cllr Andrew Vickery
Grievance – Cllr Alan Beasley, Cllr Alan Davey and Cllr Robin Phipps
Jubilee Gardens – Cllr Andrew Vickery, David Tudor, member from Cannington in Bloom and another
Personnel – Cllr David Greenslade, Cllr Jack Popham and Cllr Andrew Vickery
Planning – Cllr Alan Beasley, Cllr Alan Davey and Cllr Rob Morgan

14/05/15 Review of risk assessments

All the risk assessments have been reviewed by the Chairman.

An annual inspection report for the War Memorial has been completed by Mr R Childs.

15/05/15 Planning matters

New planning applications

1. **13/15/00013/DRT** – Application for Certificate of lawfulness for the proposed conversion of garage to living accommodation and erection of car port at 1 Southbrook Close, Cannington for Mr W Sutton. No decision required by the Parish Council.
2. **13/15/00014/RM** – DCO Requirement Discharge. Request for partial discharge of requirement relating to Cannington Bypass CB5 – Construction working hours for EDF Energy. No decision required by the Parish Council.
3. **13/15/00015/CG** – Change of use and conversion of agricultural buildings to a residential arts school, including erection of building to replace dutch barn, forming wet studio and siting of two shipping containers to form additional wet art accommodation at agricultural buildings, Clayhill Farm, Charlynch Lane, Bridgwater, TA5 2PH for Mr M Parkes. After discussions Cllr Alan Beasley proposed to support this application as it was making use of an existing redundant agricultural building, it is using the existing footprint and it will give the opportunity to create local employment. This was seconded by Cllr David Greenslade and agreed unanimously.
4. **13/15/00016/DRT** – Erection of single storey extension (north elevation) on site of conservatory to be demolished at 40 High Street Cannington for Mr M Ranson. After discussions Cllr Alan Beasley proposed to support this application as there was no visual impact. This was seconded by Cllr Alan Davey and agreed unanimously.

Planning applications decided

1. **13/15/00004/DRT** – Demolition of two portakabins, erection of building to form two classrooms at Brymore Secondary Technical School, Cannington TA5 2NB for The Governors of Brymore Academy. **Permission granted.**
2. **13/15/00005/DRT** – Listed Building Consent for demolition of two portakabins, erection of building to form two classrooms at Brymore Secondary Technical School, Cannington, TA5 2NB for The Governors of Brymore Academy. **Permission granted.**
3. **13/15/00007/RM** - Retention of overflow parking area at Carpark, Blackmore Farm, Blackmore Lane, Cannington, TA5 2NE for Mr I Dyer. **Permission granted.**

4. **13/15/00008/LE** - Change of use, conversion and single storey rear extension of building from ground floor Post Office and related storage area and first floor flat to ground floor restaurant and kitchen and first floor flat at Cannington Post Office and Stores, High Street, Cannington for the Spice Merchant. **Permission granted.**
5. **13/15/00011/RM** – Request for Discharge of Requirement relating to Cannington Bypass – Lighting (remaining elements) for EDF Energy. **Permission granted.**
6. **13/15/00012/STP** – Notice of proposed Agricultural Development on land to the south and east of Henfields Farm, Chads Hill, Cannington TA5 2RY for Perry Green Farms. Raising of ground levels to provide graded agricultural land following Cannington Bypass construction works. **Formal application not required.**
7. **13/15/00014/RM** – DCO Requirement Discharge. Request for partial discharge of requirement relating to Cannington Bypass CB5 – Construction working hours for EDF Energy. **Permission granted.**

Castle Hill Quarry - The clerk had contacted SCC Planning regarding the Batching Plant and found it was granted Permitted Development in 2011. Concerns were also raised about the weighbridge, solar panels and discharge pipe to the brook, the Clerk will contact SCC Planning.

16/05/15 Neighbourhood Plan Update

CLr Rob Morgan reported that their meeting on 18th May 2015 should be a turning point. Sedgemoor District Council is conducting a review of its Core Strategy. At present Cannington is one of a number of Key Rural Settlements. A proposal being put forward by SDC staff is that Cannington is one of six villages that could accommodate more. All the Development Boundaries are being reviewed imminently.

17/05/15 Cannington Bypass Update

Work is continuing to progress well including the roundabout on Rodway, the construction of an eco tunnel, road surfacing from Brymore to Withiel Drive and various earthworks. There will be temporary road closures of Stradling Lane and Sandy Lane.

18/05/15 Flood Alleviation Scheme Update

The planning application is due to be considered by SDC in June.

The Clerk wrote to Dan Boswell, Environment Agency (EA) regarding concerns raised of the treatment of the landowners affected by the scheme. The response was that they will always seek to minimise the impact of work that they undertake on landowners where it is feasible to do so. Where there is an impact on landowners they are obliged (through powers under the Water Resources Act) to compensate demonstrable losses suffered as a result of any works. All landowners have been informed of this and the EA is paying for an independent land agent to make an assessment of any potential losses which they may incur.

19/05/15 Highways

There is a temporary closure of part of footpath BW5/8 at Chads Hill starting from 5th May 2015 for 21 days.

We have received notice of a proposed Traffic Regulation Order (TRO) for no waiting at any time on the junction of High Street (north side) and Chads Hill (east side) – Councillors had no comments to make

A Temporary Traffic Regulation Order will be in place for prohibition of driving in Stradlings Lane (part) from 18th May 2015 for 5 days to enable works to the Bypass to be carried out.

20/05/15 Financial Matters

1. **Payments Due** – The following cheques to be 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
B-O-S Pest Control	Mole removal in Jubilee Gardens	002928	£117.50
Patricia Villis	Final payment to HMRC for 2014/15	002929	£257.85
Tina Gardener	April Salary	002930	£581.88
Patricia Villis	April Salary	002931	£245.08
Town & Country Signs	Repairs to village hanging sign	002932	£48.00
The following payments are due: -			
Sedgemoor District Council	Lease of land at Sharkes Lane	002933	£125.00
LCR	Annual subscription	002934	£17.00
Greenslades Grounds Maintenance	Grounds maintenance contract for April 2015	002935	£935.96
Colin Allen	Chairman's allowance for 2014/15	002936	£200.00
Bridgwater Mowers	Servicing of pump	002937	£85.62
SALC	Membership for 2015/16	002938	£493.89
EDF	Electricity for Pavilion Feb – May 2015	002939	£76.73
Paul Allen	IT services	002940	£50.00
Wessex Water	Pavilion Nov 2014 to May 2015	002941	£23.13
B-O-S Solutions	Jubilee Gardens – Mole catching	002942	£117.50

2. **To agree amended accounts** for March 2015 – since the last meeting the Clerk took advice from the external auditors regarding the treatment of monies received for the Flood Alleviation Scheme into the dedicated bank account. As the Parish Council holds the bank account it must be included in the accounts. The Clerk has reflected this in the accounts for March 2015 which was agreed by all Councillors
3. **Finance and Staffing Committee.** The draft minutes from the meeting held on 27th April 2015 have been circulated to all Councillors and they agreed the recommendations for the amendments to budgets and the ear marked reserves.

4. **Agree earmarked reserves from 2014/15.** The Clerk recommended that the Council should earmark the following reserves; Replacement lap top £200; Elections £2,000; Brook maintenance £400; Contribution for Flood Scheme £40,012; Storage container on playing fields £4,000; Bank repairs in Jubilee Gardens £2,000 and Youth provision £2,980.
5. **Annual Audit Return for 2014/15** The Clerk had previously circulated copies of Section 1 of the Audit return and Cllr Mike Phillips read out section 2 which was agreed by all and signed by the Chairman. The Clerk will arrange for the internal audit to be carried out.
6. **Insurance for 2015/16.** The Clerk has received the Insurance renewal from AON which has been revised and gives better cover for the same premium as last year. The Clerk recommended that we should take up this renewal and to take a three year deal which would maintain the same price. Councillors agreed to this as long as it complied with the Financial Regulations.
7. **The accounts for April 2015** have been previously circulated to all Councillors and were agreed as a true record.
8. **Amendment of bank signatories** – It was agreed to remove ex Councillors Lynda Laird and Sheila Allen from the bank signatories and not to add any new signatories.

22/05/15 Computer Issues

The Clerks have been experiencing problems with the current lap top and have had to use IT support to fix the problems. Chairman Colin Allen declared an interest and left the room while discussions took place. The Clerk explained that Paul Allen had twice come to the office at short notice to resolve problems. After discussions it was proposed by Cllr Rob Morgan to approach Paul Allen to see if he would take on the IT support and offer advice where necessary this was seconded by Cllr Alan Davey and agreed unanimously. The Clerk reminded Councillors that there was a budget of £700 for IT equipment.

23/05/15 Scaffold Poles

Following the recent theft of scaffold poles, replacements would have to be sought for the Christmas lights. Cllr David Greenslade offered to source a price.

24/05/15 Notice boards

The notice boards for the Alms Houses and the Village Hall can now be replaced. Cllr David Greenslade offered to source a price for these as well.

25/05/15 Posts of Responsibility – reports where applicable

- a. Allotments
- b. Brook
- c. Cannington in Bloom
- d. Cemetery – Cllr Alan Beasley reported that he will be conducting an audit of the cemetery. There is also a Cemetery Management and Compliance course being run by the Institute of Cemetery and Crematorium Management which he hopes to attend.
- e. College
- f. Emergency Planning including flooding
- g. Jubilee Gardens - The notes of the Jubilee Gardens Committee meeting held on 18th April 2015 have been circulated to all Councillors. It was agreed to relocate the dog bin to the other side of the bridge by the grit bin. The Clerk will make enquiries to the Greater Quantock Landscape Development Fund to enhance the brook area. The annual tree inspections are now due.
- h. Playing fields/amenities – The Chairman will arrange for an electrical inspection of the Pavilion to take place in July 2015.
- i. Somerset Association of Local Clerks.
- j. Speedwatch Traffic monitoring – There have been 13 outings in April 2015 and 79 speeders recorded from 2,777 vehicles. The maximum speed recorded was 46mph.
- k. Village Hall – The application to the CIM fund for refurbishment of the Village Hall will be submitted next week.
- l. Youth – The Clerk will be doing a training course by SCC Youth & Community for Managing Youth Work Contracts on

26/05/15 Matters of Report

The last Transport Forum meeting was held on Thursday 30th April 2015 and was attended by Cllr Alan Beasley who reported that any infrastructure works started will be completed plus the J24 Huntworth Gate Project which will commence in September 2015. Infrastructure works that have been put on hold are; Park and Rides sites, 'Golden Triangle' works, all other Bridgwater road works, 5 accommodation camps, additional bus routes and C182 road works.

The Community Forum meeting held on Thursday 14th May 2015 was attended by Cllr Alan Beasley who reported that the Cannington Court Campus would be completed and handed over on 18th May 2015 and there would be an open day on 25th June 2015. The Greater Quantock Landscape Development Fund has a total of £108,000 to spend on small projects.

The Annual Meeting of the Parish will take place on Tuesday 26th May 2015.

The next meeting of Hinkley Point SSG will be held on 26th June 2015.

27/05/15 Items for the next meeting

Rodway Playing Field – consideration needs to be given to future use.

28/05/15 Date and Time of next meeting

The Annual Parish meeting will be held at 7.00pm on Tuesday 26th May 2015.

The next meeting will be held at 7.00pm on Tuesday 9th June 2015.

The meeting closed at 9.35pm

Signed Date

