



Cannington Parish Council

Minutes of the Parish Council meeting at
7.00pm on Tuesday 11th December 2018 in Cannington Village Hall

MINUTES DRAFT

Present:

Parish Councillors: Dawn Horrobin, Rob Morgan, Robin Phipps and Andrew Vickery.

Chair: Colin Allen

Somerset County Councillor: Mike Caswell (until 8.05pm)

Clerk: Tina Gardener

Members of the public: 3

Public Session

The Chairman welcomed everyone to the meeting and offered members of the public refreshments.

Congratulations were given to the Parish Council and in particular the Chairman for the excellent Remembrance Day service at the War Memorial. Everything was well run and the traffic management was superb.

The Cannington Christmas lights are always a delight and congratulations to the Parish Council.

The Parish Council were wished compliments of the season and were thanked for all their hard work throughout the year.

A town has planted a tree for every serviceman who fell in the two wars. Would the Parish Council consider doing something similar for Cannington? This would be considered for a future project.

Council Session

01/12/18 Apologies for Absence

Apologies were received from Parish Councillors Alan Beasley, David Greenslade, Mike Phillips, Jack Popham and Kym Wardhaugh and District Councillors Ann Bown and Ian Dyer.

SCC Cllr Mike Caswell apologised for not attending the November meeting; he mixed up the dates and arrived a day late.

02/12/18 Declarations of Members Interests

There was no declaration of members' interest.

03/12/18 Minutes of Meetings held on 5th November and 19th November 2018

The minutes of the meeting held on 5th November 2018 and additional planning meeting held on 19th November 2018 were approved.

04/12/18 Matters Arising

1. Public session – Speedwatch, thank you cards have been sent to Brian and Wendy Stother.
2. 12/11/18 6. Cannington Christmas – The Chairman reported that the erection of the lights went extremely well and there were plenty of volunteers. It's the best it's ever looked. EDF (Cannington Court) were thanked for their £500 donation towards the cost of the Christmas trees. This was paid direct to the Cannington Christmas committee. It was noted that the lights on the Christmas tree were not working. It was believed to be a fault with the transformer and should be fixed by the weekend.

05/12/18 Planning matters

13/18/00040/DD– Outline application, for the erection of up to 73 dwelling on land to the north of, Grange Farm, Main Road, Cannington. It was noted that as this was a major application it would go to the Development Committee for a decision. It was agreed that a representative of the Parish Council should attend the meeting and speak on behalf of the Council, particularly in relation to affordable housing allocation.

New Planning applications

There were no new planning applications.

Planning Applications decided

1. **13/18/00022/STP** - Part retrospective application for the erection of an Orangery within the rear courtyard of The Grange, Cannington. **Permission granted.**
2. **13/18/00031/LE** – Outline application with all matters reserved, for the erection of a dwelling on land to the north of, East Street, Cannington. **Permission refused.**
3. **13/18/00036/STP** – Erection of a timber framed outbuilding for use as a garden store/workshop at 28A East Street, TA5 2HE. **Permission granted.**

4. **13/18/00038/STP** Erection of a single storey extension to front (SE) elevation and the installation of dormer windows to front and rear elevations to accommodate a loft conversion at 28A High Street, Cannington TA52HE. **Permission granted.**
5. **13/18/00041/DRT** – Notice of Proposed Agricultural Development for the extension of an existing agricultural building at Marsh Farm, Cannington. **Formal application not required.**
6. **13/18/00042/DD** – Outline application with all matters reserved, for the erection of a detached dwelling, on land at Acton Cottage, Withiel Drive, TA5 2LY. **Permission granted.**
7. **13/18/00045/RM** – DCO Requirement Discharge relating to CP5, Cannington Park and Ride, construction hours. **Granted/sufficient detail.**

06/12/18 Correspondence

1. SCC – Parish paths consultation ends on 31st January 2019. After discussions it was agreed that the Clerk would draw up a schedule of footpaths within the Parish. This will be circulated to all Councillors and included as an agenda item for the January 2019 meeting. **Action: Clerk**
2. Help for Heroes – A letter has been received thanking the Parish Council for the £100 donation made.
3. Community Infrastructure Levy (CIL) return for 2017/18. The return for 2017/18 is nil as no contributions were received until April 2018. **Action: Clerk**
4. Mendip Community Transport have requested a donation for the provision of their service. This will be included on the January 2019 agenda.

07/12/18 Reports

1. Highways and Parking Issues
 - Street lighting. There have been on-going issues with the street lights in the High Street/Clifford Park/Mill Lane area. This has been an issue with Western Power Distribution. It was noted that street lights number 3 and 4 were still not working. The Clerk will chase this matter. **Action: Clerk**
 - The Footpath sign on Main Road indicating footpath BW5/1 had been removed during the construction of Otters Brook and has not been reinstated. The Clerk has contacted SDC regarding this matter.
 - Concerns were raised about the increased level of cars parked in the High Street between the cemetery and the Rose and Crown. This will be monitored and if the situation continues it will be reported to EDF's fly parking team for investigation.
2. Cannington Neighbourhood Plan (NHP)
We have been successful in our grant application to Locality and have been awarded £2,525 to cover the costs of our Consultant.
After the initial meeting with the consultant a number of areas were identified that need further work and information gathering. It was hoped that this will be completed and the revised NHP will be submitted to the Council for consideration at the February 2019 Parish Council meeting.
3. Traffic Calming
A meeting was held with SCC in November and the minutes of the meeting have been circulated to all Councillors.
 - SCC has received comments from the Independent Audit (Stage 2 of the Road Safety Audit) which has raised 30 issues. These issues are not insurmountable but each require a response including how each will be mitigated and revised drawings done as appropriate.
 - Once the Stage 2 Audit is approved (all matters closed out) early contractor involvement will follow.
 - A final set of drawings will be produced including a copy for the parish council.
 - It is anticipated that an order will be placed with the contractor in January 2019.
 - Once the order is placed, there will be a 3-4-month lead time. In parallel, public road closure notices will be advertised as per the statutory 3-4-month requirement.
 - Delivery date of the scheme to be determined, but a desired start date for works around the School (at least) to commence during the Easter 2019 period.
 - The next meeting with SCC will be once the Road Safety Audit is closed out.
4. The Parish Cluster meeting was held on 20th November 2018 and attended by Cllr Rob Morgan. There was poor attendance at the meeting due to the lack of agenda items. Interest has faded since the reorganisation of the cluster groups.
SCC Cllr Mike Caswell has offered to sponsor one or two meetings per year of the original Quantock Cluster group if there was enough interest. This will be included as an agenda item at the January 2019 meeting of the Parish Council.

08/12/18 Defibrillators

It was noted that the defibrillator case was broken and wouldn't last much longer. Discussions also took place regarding a second defibrillator for the village. The Clerk had made enquiries with Heartbeat Trust about a defibrillator and cabinet that could be run from solar panels. This would greatly assist with the issue of where a second defibrillator could be placed. These aren't on the market yet and it was agreed to defer any decision until they were available.

09/12/18 Financial Matters

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

Name of Payee	Description of cheque	Cheque	Amount
Additional payments made since the last meeting: -			
Cannington Village Hall	Hire of Parish Community Room (£230.00) and Council monthly meeting (£20.00) December 2018	S/O	£250.00
Heart Internet	Exchange mailbox	DD	£12.00
Post Office Ltd	EDF – Electricity charges for Pavilion and Jubilee Gardens	3372	£190.85

Mike Phillips	Hire of lighting tower and purchase of castors	3373	£125.55
Tina Gardener	Clerk's salary for November 2018	3374	£688.17
Aly Prowse	Deputy Clerk's salary for November 2018	3375	£312.67
The following payments are due;			
Water2Business	Water charges for pavilion	3376	£27.22
Greenslades	Grounds maintenance for October 2018	3377	£885.80
Youth Unlimited	Youth provision for May, June and July	3378	£1518.00
Sedgemoor DC	Grass cutting to compliment SCC maintenance	3379	£499.20
Tina Gardener	Bugler fees, stationery, Refreshments and postage	3380	£162.41

2. **The accounts for October and November 2018** were previously circulated and agreed as a true record. The balance at 30th November is £53,553.98 not including reserves of £32,021.94.
3. **The Budget statement for November 2018** was previously circulated to Councillors
4. **Internet Banking.** Lloyds Bank offers a read only Internet Banking service. It was agreed to go ahead with this as it would greatly assist the Clerks in their work.
5. **Finance and Staffing meeting was held on 3rd December 2018** and the minutes have been circulated to all councillors
 - o Staffing hours. The Clerks agreed that they didn't wish their hours to be increased. They were happy with the balance of hours worked and anticipate for them to be reduced further during this financial year. The office will be open to the public and councillors on Monday and Thursdays only to allow the Clerks to work uninterrupted on Wednesdays. It was also agreed for councillors to restrict their visits to between 9.30 and 10.00am.
 - o The Forecast for 2018/19 was circulated to all councillors. The projected income to 31.03.19 is £64,010 against a budget of £62,240 giving a surplus of £1,770. The projected expenditure is £66,370 against a budget of £77,632 giving an underspend of £11,262. This gives a total budget saving of £13,032.
 - o Precept 2019/20. A draft budget was produced for 2019/20 and circulated to all Councillors. It resulted in an excess of income over expenditure of £3,775. After discussions Cllr Rob Morgan proposed to maintain the precept at £40,000. This was seconded by Cllr Andrew Vickery and agreed unanimously.
6. **Future capital projects**
The Council is accumulating a healthy balance and it was agreed to consider future projects. Suggestions included a new wall for Jubilee Gardens, outdoor gym equipment and improvements to the Cemetery. This will be considered at a future meeting.

10/12/18 Posts of Responsibility – reports where applicable

- a. Allotments –Deputy Clerk.
 - Allotment fence. Four invitations to provide a quote were sent out on 19th November 2018 and a further one sent out on 6th December. Tenders are due back on 19th December 2018.
 - Termination notices – two notices have been served and two allotments have been relinquished. There is only a small waiting list and these vacancies have been advertised on the notice boards and the website.
 - Rent letters for 2019 have been sent out and the receipts are coming in quickly.
 - Notice board. The Clerks are still investigating a replacement notice board.
- b. Brook – Cllr David Greenslade. Nothing to report
- c. Cannington in Bloom – Clerk. Nothing to report.
- d. Cemetery – Deputy Clerk. Consideration to be given to landscaping and the layout of the new part of the Cemetery. This will be discussed in more detail at a future meeting.
- e. College – Chairman Colin Allen.
- f. Emergency Planning. It was suggested that once the flood store was no longer required, the garage could be used for other purposes.
- g. Jubilee Gardens– Cllr Andrew Vickery reported that the moles have returned, this will be monitored and when necessary action taken to remove them. The new litter bin has been installed. It was agreed to cancel any future work on the hedge until consideration has been given to a replacement wall. We are still waiting for additional trees to be planted.
- h. Playing fields/amenities – Cllr Mike Phillips. Nothing to report.
- i. Somerset Association Local Councils. AGM to be held on 18th December 2018.
- j. Speedwatch Traffic monitoring- The Clerk reported that there had been two speed watches in November. Of the 350 vehicle movements 6 speeders were recorded and the top speed was 48mph. Discussions need to take place regarding the future of the speedwatch team as Roy Pumfrey has resigned and only one new volunteer has come forward.
- k. Village Hall – Cllr David Greenslade. Chairman Colin Allen and Cllr Andrew Vickery attended the AGM.
- l. Youth- Cllr Jack Popham.
 - One month's notice of termination of the youth club contract was sent to Youth Unlimited on 17th November 2018.
 - Consideration needs to be given to the future youth provision. It was generally agreed that a family open day should take place around Easter to gauge the interest.

11/12/18 Matters of Report

1. The SDC Planning training was held in November 2018 and the Clerk will circulate the presentations to all Councillors.
2. The Annual meeting with Bridgwater & Taunton College was held on 27th November 2018 and the notes of the meeting have been circulated to all Councillors. A proposal was put forward for the use of the college car park for members of the public during the evenings and weekends. This would involve some fencing works to be undertaken and other ancillary works. If this scheme goes ahead then an application will need to be made to the CIM fund.
3. Remembrance Sunday. Councillors were very pleased with the service at the War Memorial. The Carnival Committee were thanked for their management of the road closures.

- Office closure for Christmas. The office will close at 12.00pm on Thursday 20th November and reopen on Thursday 3rd January 2019 at 10.00am. The post, phone and email will be monitored during the office closure.

12/12/18 Items for the next meeting

Mendip Community Transport
Quantock Cluster
Capital Projects
Speedwatch
College car park

13/12/18 Date and Time of next meeting

The next council meeting to be held on 8th January 2019 at 7.00pm

The meeting closed at 9.10pm and Councillors were invited to partake in refreshments

Signed Date