You are summoned to the Annual Parish Council meeting of Cannington Parish Council at
**7.00pm** on **Tuesday 9th May 2017** in **Cannington Village Hall**

The public session will commence after Item Two on the Agenda and continue for a maximum of 30 minutes. Members of the public are invited to remain and observe the proceedings of the Council Meeting proper.

**AGENDA**

**Council Session**

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

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

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**Public Session** *(In accordance with our Standing Orders the public are reminded that each member of the public is entitled to speak once only on a subject and shall not speak for more than 3 minutes, a question asked by a member of the public during a public participation session at a meeting shall not require a response or debate)*

**Council Session**

**03/05/17 Apologies for Absence**

 **04/05/17 Declarations of Members Interests**

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

**06/05/17 Matters Arising**

1. 04/04/17 Traffic calming.
2. 04/04/17 Skate Park.
3. 04/04/17 Black Poplar
4. 04/04/17 Electricity supply for Jubilee Gardens
5. 04/04/17 Free bus service between Bridgwater and Minehead.
6. 08/04/17 Youth Club contract placed with Youth Unlimited which commenced 8.5.17
7. 09/04/17 Grass cutting for Churchyard; agree parish council to receive funding and responsibility

**07/05/17 Review Financial Regulations**

**08/05/17 Review Standing Orders**

**09/05/17 Review posts of Responsibilities**

Allotments - Clerk

 Brook – Cllr David Greenslade

Cannington in Bloom - Cllr Kym Wardhaugh
 Cemetery – Cllr Alan Beasley

 College – Chairman Colin Allen

Community Orchard – 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

 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**

 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**

**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.
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.
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 Petitt.
4. **13/17/00016** – Request for discharge of requirement relating to CP1 Ecology associated with Cannington Park and Ride – resubmission
5. **13/17/00017** - Request for discharge of requirement relating to CP9 Signage associated with Cannington Park and Ride
6. **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

**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. **13/17/00011 -** Reduce overall height and spread of Willow tree by 33% at the Friendly Spirit, Brook Street, Cannington. **Permission granted**

**Planning application 13/14/00030**

Land transfer to Cannington Parish Council (as per SDC S.Mason’s correspondence emailed to Cllrs 4.5.17)

Plot 16 – concerns regarding the positioning and layout (non-conforming to planning conditions)

**Tree Preservation Orders**

**13/05/17 Financial Matters**

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

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| --- | --- | --- | --- |
| **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 |  | **£626.13** |
| Aly Prowse | Deputy Clerk’s salary for April 2017 |  | **£287.45** |
|  |  |  |  |
| **The following payments are due;** |
| SDC | Dog bin emptying contract | BGC | **£668.93** |
| Tina Gardener | Stationery, postage, refreshments and gifts |  | **£95.93** |
| Colin Allen | Chairman’s allowance |  | **£200.00** |
| Diane Malley | Payroll services for 2017/18 |  | **£102.00** |
| BT | Phone services March to June 2017 | DD | **£101.75** |
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1. **To agree accounts** for March 2017
2. **To agree accounts** for April 2017
3. **To agree recommendations from the Finance and Staffing Committee meeting** held on 24th April 2017.

**14/05/17 Annual Audit Return**

1. Annual Governance Statement for 2016/17
2. Accounting Statements for 2016/17

**15/05/17 Neighbourhood Plan (NHP)**

To agree the draft plan

**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

1. Allotments – Clerk.
2. Brook – Cllr David Greenslade.
3. Cannington in Bloom – Cllr Kym Wardhaugh (to include quote for edging at Lover’s Lane)
4. Cemetery – Cllr Alan Beasley
5. College – Chairman Colin Allen.
6. Community Orchard – Cllr Robin Phipps
7. Emergency Planning including flooding
8. Jubilee Gardens – Cllr Andrew Vickery
9. Playing fields/amenities – Cllr Mike Phillips
10. Somerset Association of Local Clerks - Clerk
11. Speedwatch Traffic monitoring and Speed Indicator Device (SID)- Clerk
12. Village Hall – Cllr David Greenslade
13. Youth - Cllr Jack Popham

**Other Reports**

1. Flood Alleviation Scheme
2. Cannington Court
3. Transport Forum
4. Community Forum
5. Highways and Parking Issues

**Matters of Report**

1. Sedgemoor South West Cluster meeting to be held on 20th June 2017.

**18/05/17 Items for the next meeting**

**19/05/17 Date and Time of next meeting**

*Aly Prowse – Deputy Clerk to the Parish Council – 3rd May 2017*