



Cannington Parish Council

Minutes of the Annual Parish Council meeting of Cannington Parish Council held at
7.00pm on Tuesday 13th May 2014 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.

MINUTES DRAFT

Present:

Parish Councillors: Mike Phillips, Mrs Lynda Laird, Mrs Sheila Allen, Brian Stother, Alan Beasley, Alan Davey, Lawrence Greenslade and David Greenslade

Chair: Colin Allen

Sedgemoor District Councillors: Mrs Ann Bown and Ian Dyer

Somerset County Councillors: John Edney

Clerk: Tina Gardener

Members of the public: 10

Council Session

1/05/14 Election of Chairman and signing of Office for the forthcoming year
The clerk invited nominations for the position of Chairman. Cllr Mrs Lynda Laird proposed Cllr Colin Allen and this was seconded by Cllr Mrs Sheila Allen. 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.

2/05/14 Election of Vice Chairman and signing of Office for the forthcoming year
Chairman Colin Allen then invited nominations for the position of Vice-Chairman. Cllr Mrs Lynda Laird proposed Cllr Mike Phillips and this was seconded by Cllr Mrs Sheila Allen. Cllr Mike Phillips indicated he was prepared to stand for Vice-Chairman. There being no other nominations a vote was cast and it was a unanimous vote for Cllr Mike Phillips to become Vice-Chairman. Cllr Mike Phillips signed his declaration of office.

Public Session

A member of the public expressed concerns regarding the suitability and accuracy of planning application 13/14/00024. Roy Pumfrey the coordinator of Cannington Speedwatch asked the Parish Council to consider taking over the Speed Indicator Device Service.

Concerns were raised regarding the Bridgwater College publication on footpaths in the last edition of the Target as there was no mention of the circular route by the golf course. Cllr Mrs Sheila Allen agreed to take this up with the College.

Council Session

03/05/14 Apologies for Absence were accepted from Cllr Mrs Sarah Jansons.

04/05/14 Declarations of Members Interests There were no declarations of members interests.

05/05/14 Minutes of Meeting held on 8th April 2014
The minutes of the meeting held on 8th April 2014 were approved.

06/05/14 Matters Arising

1. 04/04/14 Establish procedures for requests under the Freedom of Information Act 2000 and Data Protection Act 1998.
2. 04/04/14 Parish notice boards – The clerk has spoken with the Conservation Officer and the application will be resubmitted.
3. 04/04/14 War Memorial –The work on the Oak tree will be carried out by Sedgemoor Tree Services free of charge
4. 04/04/14 Website update – The clerks are familiarising themselves with the new system and it is hoped that it will be in order shortly.
5. 04/04/14 Brook renewal of sluice gate – After much discussion it was agreed to write to the Environment Agency to establish ownership before any repairs are carried out.
6. 04/04/14 Highways issues raised including Rodway Layby, High Street Lighting and Car Parking and War Memorial – no response has been received from Alyn Jones SCC.
It was agreed to take no action from the copy letter received from Tamlyns regarding Rodway layby.
7. 10/04/15 Refurbishment of Bus Shelter in Brook Street. A quote had been received from Phillip Zech to replace 5 of the panels with polycarbonate at a cost of £470.00 or a cost of £365 for plastic panels. A further quote for £350 has been received to fix the panels and paint the bus shelter. Cllr Mike Phillips proposed that we accepted the quote for the polycarbonate panels and to fix the panels and paint the bus shelter. This was seconded by Cllr Mrs Lynda Laird and agreed unanimously.

07/05/14 Review Financial Regulations

Chairman Colin Allen put forward two motions to amend the following Financial Regulations;

Regulation 3.4 – The Clerk after consultation with the chairman and vice-chairman may incur expenditure on behalf of the Council which is necessary to carry out any repair replacement or other work which is of such extreme urgency that it must be

done at once, whether or not there is any budgetary provision for the expenditure, subject to a limit of £500. The Clerk shall report the action to the Council as soon as practicable thereafter.

This was proposed by Chairman Colin Allen, seconded by Cllr Mike Phillips and agreed unanimously.

Regulation 11 (f) – All sealed tenders shall be opened at the same time on the prescribed date by the clerk in the presence of at least two members of the Council.

This was proposed by Cllr Mike Phillips, seconded by Cllr Mrs Lynda Laird and agreed unanimously.

The rest of the Financial Regulations were reviewed with no further amendments.

08/05/14 Review Standing Orders

Cllr B Stother put forward a motion to amend Standing Order 18, Advisory Committees to;

Advisory groups

See also standing order 1 above

- a The Council may appoint advisory groups comprised of a number of councillors and non-councillors.
- b Advisory groups and any sub-advisory groups may consist wholly of persons who are non-councillors.

This was proposed by Cllr Brian Stother, seconded by Cllr Mike Phillips and agreed unanimously.

The rest of the Standing Orders were reviewed with no further amendments.

09/05/14 Review posts of Responsibilities

The posts of responsibilities were reviewed and the following agreed;

Allotments – Patricia Villis (Deputy Clerk)
Brook – Cllr Alan Davey
Cannington in Bloom – Cllr Mrs Lynda Laird
Cemetery – Cllr Alan Beasley
College – Cllr Mrs Sheila Allen
EDF – Chairman Colin Allen
EDF – Community Forum - Cllr Mrs Lynda Laird
EDF - Hinkley Point SSG - Cllr Mike Phillips
EDF – Transport Forum – Cllr Alan Beasley
Emergency planning including flooding – Chairman Colin Allen
Finance – Cllr Mrs Sarah Jansons
Footpaths and Highways – Tina Gardener (Clerk)
Jubilee Gardens – Cllr Mrs Lynda Laird
Playing Field/Amenities – Cllr Alan Davey
Somerset Association of Local Councillors (SALC) – Tina Gardener (Clerk)
Speedwatch Traffic Monitoring – Cllr Brian Stother
Target – Tina Gardener (Clerk)
Village Hall – Cllr David Greenslade
Youth – Cllr Lawrence Greenslade

10/05/14 Planning matters

SDC Planning is now operating a new online planning notification service which the Clerk has signed up for. Details have been forwarded to all Councillors.

New planning applications

1. **13/14/00017/IL** – Erection of building for use as a dining hall and kitchen on site of an existing redundant classroom block (to be demolished) and demolition of the existing dining hall and kitchen building Brymore Academy Cannington Bridgwater TA5 2NB for The Governors of Brymore Academy. **The Council supported this application on the grounds of appropriate of design, detailing and materials, no neighbour impact and no traffic generation.**
2. **13/14/00018/IL** – Proposed demolition of redundant classroom building and existing dining hall together with construction of new dining hall & kitchen together with associated external works Brymore Secondary Technical School Cannington Bridgwater TA5 2NB for the Governors of Brymore Academy. **The Council supported this application on the grounds of appropriate of design, detailing and materials, no neighbour impact and no traffic generation.**
3. **13/14/00023/CJA** – Continued use of land to site a mobile home at Bradley Green Stables, Blackmore Lane, Cannington, TA5 2NE for Mr T P E Richmond. **The Council supports this application on the grounds of continuation of occupancy previously approved on planning application 13/09/00008.**
4. **13/14/00024/CG** – Application for Prior Approval for the proposed change of use and conversion of barn to dwelling at the Barn off (West of) Rodway, Cannington for Castle Hill Quarry Company Ltd. **The Council opposes this application on the grounds that it is outside the development boundary and concerns were raised with highway safety.**

Planning applications since the last meeting

The following application needed responses before this meeting. Details were put on the noticeboards and circulated to all councillors for comments.

1. **13/14/00020/KEG** - Installation of two replacement windows to the ground floor east elevation (W5 & W6), two replacement windows to the first floor east elevation (W16& W17), one replacement window to the first floor south elevation (W15), three replacement windows to the first floor west elevation (W21, W22 & W23) and one replacement window to the first floor north elevation (W18) at Ashford House, Ashford, Cannington, TA5 2NL for Mrs H Bevan. **The council supports this application as it is essential works to a listed building.**
2. **13/14/00021/CG** – Retention of display of 5 non-illuminated signs attached to entrance gates and hedge at Putnell Workshops, Combwich Road, Cannington TA5 2PL for ACB Automotive. **The council has no observations to offer.**

Planning applications decided

1. **13/14/00007/CA** – Erection of agriculture building at Blackmore Farm, Blackmore Lane, Cannington, TA5 2NE for Dyer & Co – **Permission granted**
2. **13/14/00008/CA** - Erection of agriculture building at Blackmore Farm, Blackmore Lane, Cannington, TA5 2NE for Dyer & Co – **Permission granted**
3. **13/14/00013/JAB** – Remove limb touching neighbour’s house from 1 no. Turkey oak tree at Bridgwater College Cannington Centre, Rodway, Cannington, Bridgwater for Mr A Gardner – **Permission granted**
4. **13/14/00019/JAB** – Minor crown lift to remove limbs resting on grade 2 listed wall from 1 No flowering cherry (prunus `shirotae`) and No 1 Pride of India (koelreateria paniculata) in winter garden at Bridgwater College, Cannington Centre, Rodway, Cannington, Bridgwater for Mr A Gardner – **Permission granted**

11/05/14 Flooding

The Environment Agency has awarded the detailed design contact for the Flood Alleviation Scheme.

A letter has been received from Doug Bamsey, SDC regarding the Somerset Levels and Moors Action Plan. The letter also asked whether Parishes would be prepared to make a donation towards the scheme. After discussions it was agreed that any available money should be used for the Cannington Flood Alleviation Scheme.

12/05/14 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
Mr Robin Child	Donation towards WW1 commemoration booklt	002793	£82.00
Cannington Remembers D-Day	Donation towards commemoration weekend	002794	£200.00
Amberol Ltd	Barrier basket liners	002795	£343.68
RT Signs	Residents parking sign	002796	£51.60
1 st Cannington Cubs	Donation for camping equipment for the scouts	002797	£1,899.81
Tina Gardener	Water Bowser & Office stationery	002798	£429.53
Mike Phillips	Pavilion sundries	002799	£19.74
Fine Memorials	Refund on memorial no longer required	002800	£72.00
Tina Gardener	April Salary	002801	£532.80
Patricia Villis	April Salary	002802	£303.48
The following payments are due: -			
Cannington WI	Donation for cream tea for D-Day commemoration	002803	£150.00
SDC	Quarterly rent for Sharks Lane playing fields	002804	£125.00
Greenslades	Cancelled	002805	£0.00
Diane Malley	Payroll services for 2014/15	002806	£100.00
St John Ambulance	Defibrillator Awareness training on 20 th May 2014	002807	£150.00
BT	Phone charges 1 st April – 30 th June 2014	DD	£70.26
Greenslades	Grounds Maintenance April 2014	002808	£914.03
Bowser Supply	Baffled Tank & Accessories (for CiB)	002809	£762.00
NALC	Annual subscription to LCR Magazine	002810	£17.00
BWBSL	Water charges for Pavilion Nov 2013 to April 2014	002811	£19.45
Greenslades	Grounds Maintenance March 2014	002812	£914.03

2. **The accounts for April 2014** had already been circulated to all Councillors and were approved
3. **The balances from the 2013/14 budget to be carried forward were agreed;** Administration £200, Elections £1,500, Brook £400 and the donation from Magnox of £5,000 (this has subsequently been transferred to the Flood Scheme Bank Account)
4. **Annual Audit Return for 2013/14** - Prior to the meeting Section 1 had been completed by the clerk and distributed to all councillors. It was agreed that this was a true record and was duly signed by the Chairman. Section 2 had also been circulated prior to the meeting. It was read out by the clerk and all statements were agreed and duly signed by the Clerk and the Chairman.
5. **Insurance for 2014/15** The clerk will strive to obtain further quotes for the insurance. A similar exercise was carried out last year which resulted in a reduction of £600.

13/05/14 Review of Risk Assessments

The Chairman has carried out a review of the risk assessments and there are two actions outstanding, for the Parish Office and for the Defibrillator and Bus Shelter.

14/05/14 Black Poplar in Jubilee Gardens

A site meeting took place on 30th April 2014 with Janette Burton SDC and Jim Doble, Sedgemoor Tree Services and subsequent conversation with Steve Scrivens the County Arborist when it was agreed that the tree is in further decline and it should be felled. The Clerk will seek the necessary planning permission and put articles in the Target and on the notice boards. It was also agreed to take photographs of the Black Poplar for village records.

1st Cannington Scouts interrupted the meeting with tea, coffee and cakes as a thank you for the grant awarded to the scouts to purchase camping equipment. Chairman Colin Allen stated that the Council were delighted to provide camping equipment to a well-managed group of enthusiastic young people.

15/05/14 Neighbourhood Plan

Cllr Brian Stother reported on the Steering Group meeting held on 7th May 2014. Bill Sutton and Mrs Sarah Jansons have both been co-opted on to the Steering Group. The group are in the process of applying for a grant from Locality and wish to engage the services of Mandy Goddard, Planning Consultant to assist with this.

16/05/14 Lengthsman

The clerk has drawn up a draft letter to be sent to EDF.

17/05/14 Posts of Responsibility – reports where applicable

- a. Allotments – Deputy Clerk.
- b. Brook – Cllr A Davey. David Sayer is to clear the debris from the brook clearance next week
- c. Cannington in Bloom – Cllr Mrs L Laird reported that the RHS judging will take place on 2nd July 2014 and a representative of the Parish Council has been requested to attend.
- d. Cemetery – Cllr A Beasley reported that there has not been a great deal of response regarding the front boundary of the cemetery, a notice will be placed on the cemetery gates. Discussions took place on the size of plots for the interment of ashes, it was agreed that a policy needs to be made.
- e. College – Cllr Mrs S Allen
- f. Emergency Planning including flooding – Chairman Colin Allen
- g. Highways – Clerk reported that the recent road works by the War Memorial were being carried out by Western Power. Somerset Highways used to send weekly updates regarding road works which stopped a month ago. The Clerk will pursue this.
- h. Jubilee Gardens – Cllr Mrs L Laird. It was noted that a couple of the holly bushes had died.
- i. Playing fields/amenities – Cllr A Davey. The pipework has now been completed. Discussions took place for the need of another storage container; this will be included as an agenda item at the next meeting.
- j. Somerset Association of Local Clerks.
- k. Speedwatch Traffic monitoring – Cllr B Stother reported there had been 12 speedwatches since the last meeting with 69 vehicles speeding out of 1,691 vehicles. Discussions took place on the Parish Council taking ownership of the Speed Indicator Device Service. It was proposed by Cllr Brian Stother that the Council should look into this further; this was seconded by Cllr Alan Davey and agreed unanimously.
- l. Village Hall – Cllr D Greenslade – A meeting took place with the Village Hall, Parish Council and Chris Baillie on the use of the Village Hall as a Rest Centre. It was agreed to hold a further meeting of interested parties.
- m. Youth – Cllr L Greenslade reported that the Youth Club was now being run by one youth worker and one volunteer. It was agreed to arrange a meeting with Steve Baker from Somerset Rural Youth Project.

18/05/14 Matters of Report and items for the next meeting

The next Community Forum meeting will be held at Bridgwater College, Cannington Centre on 15th May 2014 at 7.00pm. The Annual Meeting of the Parish will take place on Tuesday 20th May 2014.

19/05/14 Date and Time of next meeting

The next meeting will be held on Tuesday 10th June 2014 at 7.00pm

The meeting closed at 9.50pm

Signed Date