



# Cannington Parish Council

Minutes of the Annual Parish Council meeting of Cannington Parish Council at  
**7.00pm on Tuesday 14<sup>th</sup> May 2019 in Cannington Village Hall**

## MINUTES DRAFT

### Council Session

#### **Present:**

**Parish Councillors:** Mike Phillips, Steve Pettitt, Kym Wardhaugh, Rob Morgan, Alan Beasley, Robin Phipps, Graham Bell and Andrew Vickery.

**Chair:** Colin Allen

**Sedgemoor District Councillors:** Ian Dyer (also Parish Councillor) and Brian Bolt

**Clerk:** Tina Gardener

**Members of the public:** 4

### Council Session

#### **01/05/19 Election of Chairman and signing of Office** for the forthcoming year

The Chairman invited nominations for the position of Chairman. Cllr Kym Wardhaugh proposed Cllr Colin Allen and this was seconded by Cllr Andrew Vickery. Cllr Colin Allen indicated he was prepared to stand as 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.

#### **02/05/19 Election of Vice Chairman** for the forthcoming year

The Chairman then invited nominations for the position of Vice Chairman. Cllr Andrew Vickery proposed Cllr Mike Phillips and this was seconded by Cllr Robin Phipps. Cllr Mike Phillips indicated he was prepared to stand. 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

- The Open Gardens will take place on Saturday 29<sup>th</sup> June 2019. It was requested that the allotments be open to visitors.
- Traffic Calming. Details will be posted on Facebook once known
- Court Orchard. It was reported that youths had been seen causing damage.
- Cannington Walled Gardens. Reduced annual membership of £15 for Cannington residents.
- Archaeological excavations are taking place on Park Lane regarding planning application 13/19/00009

### Council Session

#### **03/05/19 Apologies for Absence** There were no apologies for absence

#### **04/05/19 Acceptance of Office and Declarations of Members Interests**

Prior to the meeting all councillors had signed their acceptance of office and completed their declarations of members' interests. The Clerk will deliver them to the Monitoring Officer at SDC.

#### **05/05/19 Minutes of Meetings held on 9<sup>th</sup> April and 29<sup>th</sup> April 2019**

The minutes of the meetings held on 9<sup>th</sup> April and 29<sup>th</sup> April 2019 were approved.

#### **06/05/19 Matters Arising**

1. 09/04/19 – Grant application for Garden of Rest. Three quotes had been received for the hedging and the Clerk and John Addison had placed the order for £1,099.20.

#### **07/05/19 Review Financial Regulations**

The Financial Regulations had a major review in October 2018, there were no further amendments required.

#### **08/05/19 Review Standing Orders**

The Standing Orders had a major review in October 2018., there were no further amendments required.

#### **09/05/19 Review posts of Responsibilities**

The posts of responsibility were reviewed and the following agreed;

Allotments – *Deputy Clerk*  
Brook – *Cllr Ian Dyer*  
Cannington in Bloom – *Clerk and Steve Pettitt*  
Cemetery – *Cllr Alan Beasley and Cllr Ian Dyer*  
Cluster meetings – *Steve Pettitt*  
College – *Chairman Colin Allen*  
Defibrillator – *Cllr Robin Phipps*  
EDF – *Chairman Colin Allen*

EDF – Community Forum – Cllr Robin Phipps and Cllr Graham Bell  
EDF – Transport Forum – Cllr Rob Morgan  
Hinkley Point SSG – Cllr Mike Phillips  
Footpaths and Highways – Clerk, Cllr Rob Morgan (Highways) and Graham Bell (Footpaths)  
Jubilee Gardens – Cllr Andrew Vickery  
Playing Field/Amenities – Cllr Mike Phillips  
Somerset Association of Local Councillors (SALC) – Clerk  
Village Hall – Kym Wardhaugh  
Youth – Kym Wardhaugh

#### **10/05/19 Review Committee and Advisory Group membership**

Disciplinary – Cllrs Mike Phillips, Rob Morgan and Steve Pettitt  
Emergency planning including flooding – Cllrs Colin Allen, Mike Phillips, David Greenslade and Ian Dyer  
Finance and Staffing Committee – Cllr Andrew Vickery, Chairman & Vice-Chairman and Graham Bell  
Grievance – Cllrs Robin Phipps, Kym Wardhaugh and Ian Dyer  
Jubilee Gardens – Cllr Andrew Vickery, Chairman, Vice-Chairman, members of the public: Alison Waters, Dave Tudor & Jan Pettitt  
Planning – Cllr Alan Beasley, Mike Phillips and Steve Pettitt  
Village Brook – Chair/Vice-Chair and Cllr Ian Dyer, members of the public: Dave Popham, Dave Sayer, Dave Tudor and Bill Sutton  
It was agreed to set up a 'Projects Advisory Group' to look at future capital projects. Members agreed were; Cllrs Rob Morgan, Ian Dyer, Robin Phipps and the Chairman and/or Vice Chairman.

#### **11/05/19 Review of risk assessments**

The risk assessments were reviewed by Chairman Colin Allen.

#### **12/05/19 Planning matters**

##### **Parish Council responses to planning applications**

Discussions took place regarding the Parish Council responses to SDC Planning. Cllr Ian Dyer proposed that wherever possible the Parish Council should either support or object to a planning application. This was seconded by Cllr Mike Phillips and agreed by a majority. (Cllr Rob Morgan abstained).

##### **New Planning applications**

- 1. 13/19/00006** – Change of use and conversion from agricultural linhay building to residential dwelling at barns at Ashdown Farm, Blackmore Lane, Cannington. Cllr Mike Phillips proposed to object to this application. This was seconded by Cllr Kym Wardhaugh and agreed unanimously.
- 2. 13/19/00007** – Change of use and conversion from agricultural dutch barn building to residential dwelling at barns at Ashdown Farm, Blackmore Lane, Cannington. Cllr Mike Phillips proposed to object to this application. This was seconded by Cllr Kym Wardhaugh and agreed unanimously.
- 3. 13/19/00008** – Change of use and conversion from agricultural outbuilding to residential dwelling at barns at Ashdown Farm, Blackmore Lane, Cannington. Cllr Mike Phillips proposed to object to this application. This was seconded by Cllr Kym Wardhaugh and agreed unanimously.
- 4. 13/19/00016** – Conversion of garage to living accommodation. Erection of a single storey extension to rear (west) elevation of existing garage. Formation of vehicular access and 4 no off-road parking spaces at 12 Conway Road, Cannington. Cllr Kym Wardhaugh proposed to support this application. This was seconded by Steve Pettitt and agreed unanimously.
- 5. 13/19/00018** – Variation of condition 2 of planning permission 13/11/00006 (Change of use and conversion of barns to four dwellings) to change Barn 4 from 2 no units to 1 no unit by removal of lower level left flank accommodation unit on ground floor and addition of window to lounge area, at Barns, Ashdown Farm, Blackmore Lane, Cannington. Cllr Mike Phillips proposed to object to this application. This was seconded by Cllr Kym Wardhaugh and agreed unanimously.
- 6. 13/19/00020** – Variation of condition 2 of planning permission 13/11/00006 (Change of use and conversion of barns to four dwellings) to amend the design of barn 3, at Barns, Ashdown Farm, Blackmore Lane, Cannington. Cllr Mike Phillips proposed to object to this application. This was seconded by Cllr Kym Wardhaugh and agreed unanimously.
- 7. 13/19/00021** – Variation of condition 2 of planning permission 13/11/00006 (Change of use and conversion of barns to four dwellings) to amend the design of Barn 1, at Barns, Ashdown Farm, Blackmore Lane, Cannington. Cllr Mike Phillips proposed to object to this application. This was seconded by Cllr Kym Wardhaugh and agreed unanimously.
- 8. 13/19/00024** – DCO Requirement Discharge. Request for partial discharge of requirement relating to C10, lighting at Combwich Wharf. For Information only
- 9. 13/19/00025** – DCO Requirement Discharge. Request for partial discharge of requirement relating to C5, Construction Compound, Combwich Wharf. For Information only
- 10. 13/19/00026** – Erection of a two-storey extension to side (North East) elevation and demolition of conservatory at Hillside, Sandy Lane, Cannington. Cllr Mike Phillips proposed to support this application. This was seconded by Cllr Rob Morgan and agreed unanimously.
- 11. 13/19/00027** – Fell 2no Leylandii trees at The Priory, Fore Street, Cannington. Cllr Mike Phillips proposed to support this application. This was seconded by Cllr Kym Wardhaugh and agreed unanimously.
- 12. 13/19/00028** – DCO Requirement Discharge. Request of discharge of requirement relating to C25, Tucketts Clyce, land to the south of Estuary Park. For information only.
- 13. 98/19/00008** – DCO Requirement Discharge. Request for discharge of requirement PW10, amendment to Traffic Incident Management Plan. For information only.

##### **Planning applications decided**

- 1. 13/19/00010** – Erection of a two-storey extension to side (North East) elevation and demolition of conservatory at Hillside, Sandy Lane, Cannington. **Withdrawn after registration.**
- 2. 13/19/00011** – Formation of hard standing and dropped kerb to provide parking area for 2 cars at 9 Brook Street, Cannington. **Permission granted**

3. **13/19/00013** – Erection of a single storey extension to rear (South) elevation at 34 East Street, Cannington. **Permission granted.**
4. **13/19/00019** – Erection of a rear (west and side (north) elevation at 9 Dukes Avenue. **Permission granted.**
5. **13/19/00030** – DCO Requirement DCO Requirement Discharge. Request of discharge of requirement relating to C25 (1) and (2), Tucketts Clyce, land to the south of Estuary Park. **Withdrawn after registration.**

#### **Planning appeal**

**1/13/17/00012** – Planning application for the extraction of limestone, infilling with imported materials including waste and restoration to woodland and pasture. Appeal hearing to take place on 14.05.19.

#### **Planning enforcement**

SDC notified about a possible breach of planning consent for application 13/17/00013 for Holiday lodges at Henfield Farm.

#### **13/05/19 Correspondence**

1. Avon and Somerset Constabulary. Feedback requested on new model of policing introduced.
2. SDC -Community Infrastructure Levy (CIL) of £1,984.21 to be paid
3. SDC's new Audit and Standards Committee – appointment of two parish council members.
4. Homes in Sedgemoor. Cannington Connect event to be held at Cannington URC on 31<sup>st</sup> May at 2.00pm
5. Magnox Socio Economic Fund update.
6. Bridgwater & Taunton College – Chairman invited to Student Awards ceremony on 25<sup>th</sup> June 2019.
7. Quantock Cluster meeting hosted by Over Stowey Parish Council on 6<sup>th</sup> June 2019.
8. Sedgemoor Conversation – 10.00am on 12<sup>th</sup> June 2019 at SDC.
9. Magnox – Public drop in sessions for the movement of Intermediate Level Waste – redundant skips.

#### **14/05/19 Reports**

1. Highways and Parking Issues
  - Access to Northbrook garages – potholes in the road have been reported to Homes in Sedgemoor.
  - Clifford Park – broken manhole cover reported.
  - Road restrictions relating to the development of Greenway garage were reported in the Mercury on 14<sup>th</sup> May 2019.
2. Cannington Neighbourhood Plan  
This should be ready for approval at the June Parish Council meeting. Following the meeting held on 29<sup>th</sup> April a few amendments are required.
3. Traffic Calming  
The Parish Council is extremely disappointed on the delay in implementing the scheme. We are waiting information from SCC.
4. Packhorse Bridge  
There has been slow progress on the refurbishment and it will be another 8 – 10 weeks before completion.
5. Otters Brook  
The dog bin has now been installed and the grass cut.
6. Transport Forum  
The EDF Transport Forum was held on 8<sup>th</sup> May 2019 and attended by Cllr Alan Beasley. Items discussed included HGV transfers and a major safety review on all routes used by HPC traffic. The minutes will be circulated once received.

#### **15/05/19 Financial Matters**

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

Name of Payee	Description of cheque	Cheque No.	Amount
<b>Additional payments made since the last meeting: -</b>			
Cannington Village Hall	Hire of Parish Community Room (£230.00) and Council monthly meeting (£20.00)	S/O	<b>£250.00</b>
Heart Internet	Exchange Mailbox	DD	<b>£12.00</b>
BT	Internet Services	DD	<b>£134.28</b>
BT	Phone services	DD	<b>£121.10</b>
Tina Gardener	Clerk's salary for April 2019	3426	<b>£688.17</b>
Aly Prowse	Deputy Clerk's salary for April 2018	3427	<b>£312.87</b>
EDF	Electricity Jan-May 2019 for Playing Fields	3428	<b>£161.04</b>
<b>The following payments are due;</b>			
Aly Prowse	Office Expenses	3429	<b>£16.14</b>
SALC	Affiliation fees for 2019	3430	<b>£543.47</b>
A T Thorne	Replacing ceiling to bus shelter in High Street	3431	<b>£290.00</b>
Rich Salvage	Repairs to bench in Cemetery	3432	<b>£20.00</b>
A Taylor	Emergency light and PAT testing at Pavilion	3433	<b>£50.00</b>
Tina Gardener	Office expenses	3434	<b>£68.27</b>
Bridgwater Mowers	Pump service	3435	<b>£89.12</b>
BHIB Ltd	Annual insurance 1 <sup>st</sup> June 2019 to 31 <sup>st</sup> May 2020	3436	<b>£1,063.84</b>
GeoXphere	Annual subscription to Parish Online	3437	<b>£54.00</b>

2. **The amended budget statement for March 2019** was previously circulated to Councillors
3. **The accounts** for April 2019 were previously circulated to all Councillors and were agreed as a true record. The balance at 30<sup>th</sup> April 2019 is £91,753.97 including reserves.
4. **The following recommended recommendations from the Finance and Staffing Committee meeting** held on 8<sup>th</sup> May 2019 were agreed;
  - The Clerk and Deputy Clerks' salary arrangements agreed.

- The following Earmarked reserves to carry forward to 2019/20;
    1. £5,500 Jubilee Gardens for the new kerbing
    2. £880 Playing fields for grounds maintenance
    3. £1,800 Donations
    4. £2,000 Speed Indicator Devices
    5. £10,000 Capital projects
    6. £24,101 EA/Cannington Enterprises pollution incident compensation
    7. £3,000 Election costs
    8. £1,000 NHP
    9. £854 Tanner Trust Fund
    10. £3,062 Community Infrastructure Levy (CIL)
  - Revised budget provision for 2019/20
5. **Insurance provision** for 2019/20 was reviewed and there were no changes to be made.
  6. A quote has been received for the replacement of the Perspex on Brook Street Shelter. This will be deferred until a replacement roof can be sourced.
  7. A quote has been received for £340 to supply and fit led emergency lights, test and provide annual test certificate for the Pavilion. It was agreed for this essential work to be carried out.
  8. **Watering Contract for 2019.** The contractor who previously carried out this work is unable to continue this year. Blackmore Farm Countryside Services have been awarded to contract at the same rate as previously.

#### **16/05/19 Annual Audit Return**

1. The Annual Governance Statement for 2018/19 had previously been circulated to all Councillors. Cllr Mike Phillips read the statement which was agreed by all and signed by the Chairman and Clerk.
2. The Accounting Statements for 2018/19 had previously been circulated to all Councillors. It was agreed as a true record and signed by the Chairman and Clerk.

#### **17/05/19 Grant Application**

A grant application for £1,500 has been received from Cannington Pantomime. After consideration it was proposed by Cllr Mike Phillips to pay the rent for the rehearsals and performances directly to the village hall. This was seconded by Cllr Robin Phipps and agreed unanimously.

#### **18/05/19 Posts of Responsibility – reports where applicable**

- a. Allotments – All the allotments have now been let.
- b. Brook – The Environment Agency may clear the brook in Jubilee Gardens between the two road bridges.
- c. Cannington in Bloom – The Cannington Action day will take place on Saturday 1<sup>st</sup> June, meeting at Cannington House at 9.30am. This year's judging will take place on 15<sup>th</sup> July.
- d. Cemetery –
- e. College – The new accommodation block will not be completed until October 2019. Issues with the Community Orchard will be raised at the next meeting. Tenders have been issued for the fencing for the car park.
- f. Emergency Planning including flooding
- g. Jubilee Gardens –
- h. Playing fields/amenities – Cllr Mike Phillips will ask for quotes to improve the shower facilities
- i. Somerset Association of Local Clerks – All councillors have been given details of the training events being held.
- j. Village Hall –
- k. Youth –

#### **19/05/19 Matters of Report**

1. EDF Community Forum on 16<sup>th</sup> May 2019
2. Special Hinkley Point SSG on 17<sup>th</sup> May 2019
3. Annual Parish meeting on 22<sup>nd</sup> May 2019
4. Hinkley Point SSG meeting on 28<sup>th</sup> June 2019

#### **20/05/19 Items for the next meeting**

Defibrillator  
Review Policies

#### **21/05/19 Date and Time of next meeting**

The Annual Parish Meeting will be held on Wednesday 22<sup>nd</sup> May 2019  
The next monthly meeting will be held on Tuesday 11<sup>th</sup> June 2018 at 7.00pm

The meeting closed at 9.25pm.

Signed ..... Date .....