



Cannington Parish Council

Minutes of the Annual Parish Council meeting of Cannington Parish Council at
7.00pm on Tuesday 11th May 2021 in Cannington Village Hall

MINUTES DRAFT

Council Session

Present:

Parish Councillors: Mike Phillips, Steve Pettitt, Rob Morgan, Alan Beasley, Robin Phipps, Andrew Vickery and Ian Dyer (also District Councillor).

Chair: Colin Allen

Somerset County Councillor: Mike Caswell

Clerk: Tina Gardener

Members of the public: 3

Council Session

01/05/21 Election of Chairman and signing of Office for the forthcoming year

The Chairman invited nominations for the position of Chairman. Cllr Ian Dyer proposed Cllr Colin Allen and this was seconded by Cllr Steve Pettitt. 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.

02/05/21 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 Rob Morgan. 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.

03/05/21 Declaration of Members Interests

There were no declarations of members' interests

Public Session

Items raised included:

- Traffic calming scheme – the costing of the scheme was discussed at length and a member of the public has made a Freedom of Information request to SCC
- Cannington Neighbourhood Plan Consultation – why are no public events being held to view the plan. Unable to hold events due to COVID restrictions.
- Planning 13/21/00014 – objection to the application and questioned the legality of removing part of a hedge. T
- Speed Indicator Device – why the hold up on purchasing a new device. Awaiting for SCC approval.
- The Police were thanked for the speed check sessions recently carried out in Cannington and on the bypass, mornings are much quieter now.

Council Session

04/05/21 Apologies for Absence

Apologies were received from Cllr Kym Wardhaugh and SDC Cllr Brian Bolt. Post meeting apologies were also received from Cllr Graham Bell.

05/05/21 Minutes of Meeting held on 9th March 2021

The minutes of the meeting held on 9th March 2021 were approved.

A meeting was not held in April because of the official mourning of the death of Prince Phillip.

06/05/21 Matters Arising

There were no matters not covered by a separate agenda item.

07/05/21 Review posts of Responsibilities

The Post of Responsibilities were reviewed and the following agreed;

- Allotments - Clerk
- Brook – Cllr Ian Dyer
- Cannington in Bloom - Clerk
- 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 Steve Pettitt
- 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 –Cllr Kym Wardhaugh
Youth – Cllr Kym Wardhaugh

08/05/21 Review Committee and Advisory Group membership

The Committee and Advisory Group memberships were reviewed and the following agreed:

Disciplinary – Cllrs Mike Phillips, Rob Morgan and Steve Pettitt
Emergency planning including flooding – Cllrs Colin Allen, Mike Phillips and Ian Dyer and David Greenslade
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
Project Advisory Group – Chair/Vice-Chair, Cllrs Ian Dyer, Rob Morgan and Rpbm Phipps
Village Brook – Chair/Vice-Chair and Cllr Ian Dyer, members of the public: Dave Popham, Dave Sayer, Dave Tudor and Bill Sutton

09/05/21 Planning matters

New planning applications

1. **13/20/00026** – Revised application for the approval of the reserved matters relating to layout, landscape, scale and appearance for the erection of 73 dwellings (including 22 affordable units), provision of amenity space, access, parking, attenuation features, incidental landscaping, ecological mitigation and enhancement and play facilities on land to the north of Grange Farm, Cannington. Response deadline was 31.03.21 and the Parish Council's response was to object to this application. **Permission granted 30.04.21**
2. **13/21/00005** – Revised application for the erection of a single storey side (south) extension and formation of widened vehicle access and parking at 29 Main Road. Response deadline for this application was 05.04.21 and the Parish Council's response was to support this application. **Permission granted 05.04.21**
3. **13/21/00008** – Removal of hedge and erection of wall to match existing at Jubilee Gardens, Brook Street. Response deadline was 06.05.21 and the Parish Council's response was to support this application.
4. **13/21/00009** – Erection of a dwelling with associated garden and access at The Red House, High Street. Response deadline was 01.05.21 and the Parish Council's response was to support this application.
5. **13/21/00012** – Listed building consent for conversion of outbuilding to dwelling at Chilton Trivett Farm, Blackmore Lane (refers to 13/20/00029). The Parish Council offered no observations.
6. **13/21/00013** – Conversion of a barn to a dwelling at Knoll Green, Oatley Lane. After discussions Cllr Mike Phillips proposed to support this application. This was seconded by Cllr Steve Pettitt and agreed unanimously.
7. **13/21/00014** – Erection of building, modular classroom and ancillary unit at Bridgwater College, Rodway. After discussions Cllr Mike Phillips proposed to support this application. This was seconded by Cllr Steve Pettitt and agreed by a majority.
8. **13/21/00015** – request for discharge of requirement relating to C9 fencing at Combwich Wharf. For information only.

Planning decided

1. **13/20/00030** – Change of use and extension of outbuilding (barn 5) to a dwelling at Chilton Trivett Farm, Blackmore Lane. **Permission refused**
2. **13/20/00031** – Change of use and conversion of outbuilding (barn 3) to a dwelling at Chilton Trivett Farm, Blackmore Lane. **Permission refused**
3. **13/20/00032** – Change of use and conversion of outbuilding (barn 4) to a dwelling at Chilton Trivett Farm, Blackmore Lane. **Permission refused**
4. **13/21/00003** – Change of use from agricultural to use Class E (G)(iii) at The Oaks, Blackmore Lane. **Withdrawn**
5. **13/21/00004** – Erection of storage building (Use Class E (g)(iii)) for use in conjunction with groundworks business at The Oaks, Blackmore Lane. **Withdrawn**
6. **13/21/00006** – Application to determine if prior approval is required for a proposed erection of an agricultural building at Blackmore Farm, Blackmore Cannington. **Formal application not required**
7. **13/21/00007** – Yew tree (T1) reduce height of tree by 30-40% and spread by 20% to previous pruning points at 12 Brook Street, Cannington. **Permission granted**
8. **13/21/00011** – Application to determine if prior approval is required for the proposed formation of a concrete yard at Blackmore Farm, Blackmore Lane. **Formal application not required.**
9. **13/21/00010** – Application to determine if prior approval is required for a proposed erection of a steel portal frame building at The Bartons, Bonson Hill, Fiddington. **Formal application not required.**

10/05/21 Reports (as applicable)

1. Highways and Parking Issues
 - Following discussions on Cannington Now (Facebook) the vehicles parked on the grass verge at the East entrance to the village have been removed. The grass area has been mowed and reseeded where necessary.
 - No parking signs to be placed on the new bollards beside the road. Access has been restricted to the Friendly Spirit, Church and Old Vicarage and other properties due to the vehicles parked on the narrow stretch of road.
2. Footpaths
3. Otters Brook
 - Waiting for a tree survey on the trees bordering the brook
 - A wonderful display of daffodils planted by CiB
4. Neighbourhood Plan
 - Regulation 14 consultation commenced on 4th May 2021 and consultation leaflets have been delivered to every property within the Parish, either with the Target newsletter or by post. The consultation period ends on 21st

June 2021. Although the plan is on both the Cannington PC website and NHP website, hard copies will be made available for anyone to borrow to who requests a copy.

- The Clerk was commended on her efforts in bringing the NHP together.
5. Traffic Calming
 - A meeting took place with SCC on 18th March 2021 and the notes of the meeting circulated to all Councillors
 - SCC Cllr Mike Caswell congratulated the Chairman on the robust approach at the meeting on behalf of Cannington.
 - Concerns were raised about the Brook Street crossing and it was hoped these would be eased once a SID was in place and if phase 2 of the traffic calming is undertaken.
 6. EDF Transport Forum meeting held on 18th March 2021
 - This was attended by Cllr Rob Morgan and his notes of the meeting have been circulated to all councillors.
 7. Village enhancements
 - Teals Acre – remove old trees and replace with new trees
 - Southbrook – improvements required to fence and posts
 - Garages and rear entrances to Grange Close, Priory Close and Northbrook
 - Footpaths cleared on Rodway and top of High Street (between Withiel Drive and Brymore Lodge)
 - Footpaths that need attention reported to Highways
 - High Street bus shelter
 - East and West Roundabouts – SCC Cllr Mike Caswell has pursued the delay with SCC
 - Wildflowers – seeds have been planted by the Brook Street layby; it was agreed that this was not the ideal area but would leave them for this year. More suitable areas would be sought.

11/05/21 Correspondence and issues to discuss

1. SDC Consultation on the Draft Self-build and Custom Build Homes Supplementary Planning Document from 31st March to 12th May 2021.
2. Allotments – request for additional land to be obtained for new allotments, dealt with agenda item 14/05/21
3. John Roberts Nether Stowey Parish Council – Quantock Cluster. Councillors agreed that no additional collaboration between parish councils was required.
4. SCC Somerset Medal to honour county's unsung heroes. The Parish Council nominated Revd Alison Waters for her tireless work during the pandemic. We are extremely pleased that SCC has awarded Alison the Somerset Medal.
5. Hinkley Point SSG – membership. It was agreed for Cllr Mike Phillips to continue as our representative.
6. HPC Community Bus recommences on 12th April 2021
7. Landmark Trust – concerns regarding use of field next to Gurney Manor. Concerns have also been received from residents and SDC Planning Enforcement Officer has been made aware of this.
(SCC Cllr Mike Caswell left the meeting at 8.25pm)

12/05/21 Capital/CIM fund projects

1. Rodway Pavilion refurbishment
 - Kitchen equipment outstanding
2. Projector and screen for Village Hall
3. Wall at Jubilee Gardens
 - Planning decision due on 15th May 2021
4. East and West Roundabouts
 - Unable to proceed as SCC not available to process application
5. Defibrillator
 - Refurbishment of Brook Street phone box completed
6. Speed Indicator Devices
 - Still waiting response from SCC, the Clerk will chase this as a matter of urgency.
7. Trees
8. Brook Street Bus Shelter
 - We have been informed by SCC that we will need a licence to erect the shelter even though one has been in situ for 50+ years. The cost would be £665 including legal fees, we are currently contesting this.

13/05/21 Financial Matters

1. **The Payments** - The following cheques to be 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)	S/O	£250.00
HeartInternet	Exchange mailbox March 2021	DD	£12.00
Starboard Systems Ltd	Scribe Accounting package – set-up fee and annual subscription	3658	£918.00
Sedgemoor District Council	Grounds Maintenance Playing Fields and Otters Brook	3659	£1,270.34
Stuart Todd Associates	NHP consultancy – interim invoice	3660	£1,672.00
Tina Gardener	Clerk's salary for March, including expenses £249.96	3661	£1,048.93
Aly Prowse	Deputy Clerk's salary for January, including expenses £14.39	3662	£526.88
The Clifford Estate Company	Allotment rent for 2021/22	3663	£40.00
Mike Phillips	Pegs for football nets	3664	£13.16
Eleven 10 Architecture Ltd	Plans for planning application for Jubilee Gardens Wall	3665	£270.00
Colin Wilkins	Refurbishment of Brook Street phone box	3666	£483.00
DM Payroll Services Ltd	Payroll services for 2021/22	3667	£132.00
Nick Fursland	Various footpath clearing	3668	£234.00

Apollo Environment Services	Moles in Jubilee Gardens and Churchyard	3669	£108.00
Greenslades Grounds Maintenance	Grounds Maintenance for March	3670	£907.94
Robert Popplewell	PC website hosting and maintenance	3671	£200.00
Tim's Tipper	Clearing Mill Stream	3672	£540.00
Cancelled		3673	
Blackmore Farm	Watering contract	3674	£210.00
Tina Gardener	NHP leaflets £305.85 and HMRC PAYE £336.30	3675	£642.15
Tina Gardener	April Salary plus expenses (£481.87)	3676	£1280.84
Aly Prowse	April Salary plus expenses (£21.39)	3677	£388.58
The following payments are due:			
EDF	Electricity for pavilion	3678	£145.74
BHIB	Insurance for 2021/22 (agreed after point 5 below)	3679	£1083.77
Colin Allen	Chairman's allowance	3680	£200.00
Richard Young	Internal audit fees (agreed after point 8 below)	3681	£50.00
RT signs	No parking signs for Brook Street	3682	£117.0

2. **The accounts for March 2021** have previously been circulated to all councillor's and were agreed as a true record.
3. **The Budget statement for the year ended March 2021** had previously been circulated to all councillors. The balance as at 31st March 2021 was £296,282.99, including reserves of £230,585.50
4. **The accounts for April 2021** have previously been circulated to all councillor's and were agreed as a true record.
5. **Insurance review.** The Clerk had reviewed the insurance cover and was satisfied it met our needs. The premium was £11.57 more than last year
6. **Consideration to purchase a sound system.** This was suggested by Cllr Mike Phillips for outdoor events including the Remembrance Day service and the Christmas Fayre. Councillors supported this and a quotation would be obtained.
7. **The Finance and Staffing meeting was held on 4th May 2021** and copies of the minutes circulated to all Councillors. The following items were approved by Council;
 - The Chairman has carried out the Clerks' appraisals and recommended that the Clerk and Deputy Clerk both receive two increments in recognition of the extra work and difficult circumstances created by the coronavirus pandemic.
 - Earmarked balances to carry forward in addition to the £230,585.50 reserves balance
 1. £2,000 for Cemetery
 2. £ 1,000 for Jubilee Gardens
 3. £ 1,700 for Village Maintenance
 4. £ 700 for Donations
 5. £ 500 for Youth
 6. £ 100 for Flood store
 7. £ 2,000 for Speed Indicator Devices
 8. £ 500 for War Memorial
 9. £5,000 for Traffic Calming
 10. £1,600 for NHP
 11. £2,500 for Bus Shelter
 - Review of budget provision for 2021/22
 1. Additional £3,675 to revenue budget
 2. Transfer £30,000 to reserves for Traffic Calming
 3. Future projects to be included in reserves rather than revenue budget
 4. Unallocated balance of £22,142 which is approximately 55% of Precept, (recommended level between 50% and 100%)
8. **Annual Audit Return for 2020/21.** Following the Internal Audit which found no areas of concern;
 1. The Annual Governance Statement for 2020/21 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 2020/21 had previously been circulated to all Councillors. It was agreed as a true record and signed by the Chairman and Clerk.

14/05/21 Posts of Responsibility – reports where applicable

- a. Allotments –Deputy Clerk.
- b. Brook – Cllr Ian Dyer.
 - The vegetation needs flailing in the Jubilee Gardens area of the brook.
- c. Cannington in Bloom – Clerk and Cllr Steve Pettitt
 - the edging on school path has been repaired
 - working on tidying the areas around the farm implements
 - concerned about the lack of weed spraying carried out by Clean Surrounds
 - judging to take place in July 2021
- d. Cemetery – Deputy Clerk and Cllrs Alan Beasley and Ian Dyer
 - The Deputy Clerk is conducting a record's audit
- e. College – Chairman Colin Allen reported from a recent meeting
 - Ongoing issues with the College lane by Portland Close
 - Possibility of land available at Community Orchard for allotments
 - Bus marshals' working effectively to control students waiting for the buses in the High Street
 - Essential maintenance will be carried out on Court House
- f. Emergency Planning
- g. Jubilee Gardens– Cllr Andrew Vickery.
 - Area by new kerbing still needs to be seeded
 - Work to commence on new wall in June/July 2021

- h. Playing fields/amenities – Cllr Mike Phillips
 - North Petherton FC has been using the field whilst theirs has been reseeded
- i. Somerset Association Local Councils - Clerk
- j. Village Hall – Cllr Kym Wardhaugh
- k. Youth- Cllr Kym Wardhaugh

15/05/21 Matters of Report

- 1. As this is the first meeting in person, the agenda has been kept as short as possible and items normally discussed at the Annual meeting will be included on future agendas
- 2. Christmas lights. It was agreed that the lights remain in situ for this year. The Chairman agreed to carry out weekly checks
- 3. EDF Community Forum to be held on 20th May 2021
- 4. The Parish Council Office to reopen to the public on 21st June 2021
- 5. The Annual Parish meeting will be held in September 2021
- 6. HPC Workforce uplift – additional funds available to alleviate the issues created

16/05/21 Items for the next meeting

- 1. Review of Standing Order and Financial regulations

17/05/21 Date and Time of next meeting

The next meeting will be held at 7.00pm on Tuesday 8th June 2021

The meeting closed at 9.00pm

Signed Date