



Cannington Parish Council

Minutes of the Annual Parish Council meeting of Cannington Parish Council at
7.00pm on Tuesday 9th May 2023 in Cannington Village Hall

MINUTES DRAFT

Council Session

Present:

Parish Councillors: Colin Allen, Kym Wardhaugh, Steve Pettitt, Carole Taylor Mike Andison, Lisa Evans, John Addison and Jack Popham

Chair: Ian Dyer

County Councillor: Brian Bolt and Mike Caswell

Clerk: Tina Gardener

Members of the public: 3

Council Session

01/05/23 Declaration of Members' Interests

All Councillors had confirmed their declarations of interests were correct and Somerset Council will be notified. There were no declarations of interests for the meeting.

Chairman Colin Allen reported that he would not be standing for re-election as Chairman after 11 years in the post. He will remain as a councillor as he loves the village and doesn't want to walk away from the council. Cllr Ian Dyer thanked Colin for the way he led the council and made things happen, a card and gift was presented from the councillors

02/05/23 Election of Chairman and signing of Office for the forthcoming year

The Chairman invited nominations for the position of Chairman. Cllr Steve Pettitt proposed Cllr Ian Dyer and this was seconded by Cllr Jack Popham. Cllr Ian Dyer indicated he was prepared to stand as Chairman. Cllr Mike Andison proposed Cllr John Addison but there was no seconder. A vote was cast for Cllr Ian Dyer to become Chairman and it was agreed by a majority vote. Cllr Ian Dyer signed his declaration of office.

03/05/23 Election of Vice Chairman for the forthcoming year

The Chairman then invited nominations for the position of Vice Chairman. Cllr Kym Wardhaugh proposed Cllr John Addison and this was seconded by Cllr Carole Taylor. Cllr Ian Dyer proposed Cllr Steve Pettitt and this was seconded by Cllr Jack Popham. Both nominees indicated they were willing to stand as Vice chairman. A vote was cast and Cllr John Addison was elected by a majority vote. Cllr John Addison signed his declaration of office.

Public Session

- Members of the public gave their thanks to Colin Allen for his service to the parish council, they also congratulated Cllrs Ian Dyer and John Addison on their appointments.
- A member of public raised concerns over the Council's intention to increase the allotment rent and pointed out the lack of facilities of the allotments.
- A member of the public raised concerns about the activities taking place in Hawkers Lane including the filling in of an established pond, the removal of hedges and trees during the bird nesting season, widening of the entrance, importing tonnes of builder's rubble and concerns were raised that the old sheds on site had been demolished and may contain asbestos which has been buried in the pond. This will be notified to the Environment Agency.

Council Session

04/05/23 Apologies for Absence

Apologies for absence were received from Cllr Shaun Ryall

05/05/23 Minutes of Meeting held on 12th April 2023

The minutes of the meeting held on 12th April 2023 were approved.

06/05/23 Matters Arising

There were no matters arising not covered by separate agenda item

07/05/23 Posts of Responsibilities

The posts of responsibilities were reviewed and the following agreed;

Allotments – Deputy Clerk, Shaun Ryall and Mike Andison

Brook – Ian Dyer

Bus User Group - Jack Popham

Cannington in Bloom – Clerk and Steve Pettitt

Cemetery – Deputy Clerk, Ian Dyer and Mike Andison

College – Ian Dyer

Defibrillator – Carole Taylor

EDF – Colin Allen
EDF – *Community Forum* – Steve Pettitt and Shaun Ryall
EDF – *Transport Forum* – John Addison
Hinkley Point SSG – Colin Allen
Footpaths and Highways – Clerk, John Addison (highways), Graham Bell and Shaun Ryall (footpaths)
Jubilee Gardens – John Addison
Local Community Network (LCN) – Ian Dyer
Playing Field/Amenities – Jack Popham, Lisa Evans, Mike Andison and Colin Alen
Speed Indicator – John Addison and Shaun Ryall
Village Hall – Kym Wardhaugh
Youth – Lisa Evans and Kym Wardhaugh

08/05/23 Committee and Advisory Group membership

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

Disciplinary – Steve Pettitt, Mike Andison and Colin Allen
Emergency planning including flooding – Colin Allen, David Greenslade, Mike Phillips and Ian Dyer
Finance and Staffing Committee – Ian Dyer, John Addison, Lisa Evans, Carole Taylor and Jack Popham
Grievance – Ian Dyer, Kym Wardhaugh and Shaun Ryall
Planning – Steve Pettitt, Carole Taylor and Lisa Evans

09/05/23 Review of risk assessments

Chairman Ian Dyer agreed to have it completed by the next meeting.

10/05/23 Review of Procedures

The Clerk had reviewed the procedures and there were no amendments to bring to the attention of councillors.

- Standing Orders
- Financial Regulations
- Code of Conduct

11/05/23 Planning matters

Planning decided

1. **13/23/00004** – non-material amendment to planning permission 13/21/00041 (installation of groundmounted PV (solar panels)) to allow for a change to the ballasted foundations to tree system foundations and a change in fence line to encompass the temporary secure compound at Yeo Valley. **Granted permission**
2. **13/23/00005** – non-material amendment to planning application 13/22/00034 (erection of single storey extension) to allow for an external door to the proposed side extension. **Granted permission.**

12/05/23 Reports (as applicable)

1. Highways and Parking Issues
 - A meeting was held on 26th April 2023 with Highways, Police, Parking Enforcement, Community Safety Officer and the Parish Council to discuss the issues with parking in the High Street in particular on the pavement opposite the Spar shop. The outcomes were; a site visit would be arranged, the Kings Head would be contacted, ownership of the footpath would be established and parking enforcement would at regulations and explore possible outcomes.
 - Flooding in front of the College main entrance to be reported to Highways.
 - Concerns about the condition of the safety surface at the junction of East Street and Fore Street to be reported to Highways
 - Stradlings Hill/Steddings Lane – tall grass growing down the middle of the road to be removed by a local farmer. Once removed the condition of the road will be reported to Highways.
2. Footpaths
 - Chase progress on lack of handrail and broken steps on footpath leading from Chads Hill.
3. Speed Indicator Device
 - This is currently in the High Street
4. Defibrillator
 - These have been checked regularly and a monthly report will be completed
5. Village Maintenance
 - A litter bin to be installed at the top of Rodway once position has been agreed with the College.
 - The College will be contacted regarding the commencement of clearing the weeds from the wall surrounding the Walled Gardens.

13/05/23 Neighbourhood Plan

- The Clerk will contact Nick Tait for progress on the HRA screening
- Cllr Carole Taylor will contact the consultant regarding progress on the consultation statement.

14/05/23 Capital/CIM fund projects

1. Footbridge between Otters Brook and the play area
 - A drawing of the footbridge has been requested
 - An Environmental assessment will be undertaken
 - The College has kindly agreed to remove some of the trees.
2. Pump track
 - A quotation has been received from James Venton to complete a planning application for a separate access for the pump track and increased parking; preparation of planning application £1,500, £149.20 application fee, Fees to land surveyor for Topographic Survey £850 (TBC) and possible fees for an Arboriculture Survey if requested by council. It was unanimously agreed to instruct James Venton to carry out the work detailed above.

15/05/23 Financial Matters

1. **The Payments** - 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) May 2023 | S/O | £250.00 |
| Heart Internet | Exchange mailbox May 202 | DD | £12.00 |
| BT | Phone & broadband services May2023 | DD | £58.92 |
| Cannington URC | Grant | Tfer | £1078.99 |
| Mr M C White | Pig roast for Coronation | Tfer | £975.00 |
| Aly Prowse | Clerk's salary (April) | Tfer | £424.04 |
| Tina Gardener | Clerk's salary (April) | Tfer | £1192.75 |
| Tina Gardener | Running Imp – Coronation mugs | Tfer | £882.52 |
| The following payments are due: | | | |
| Ali and the Swing Cats | Music for Coronation | Tfer | £500.00 |
| Colin Allen | Chairman's allowance for 2022/23 | Tfer | £200.00 |
| BHIB | Annual Insurance | Tfer | £1,227.60 |
| TE & SJ Popham | Allotment clearance | Tfer | £108.00 |
| Parish Mag Publishers Ltd | Printing of village walks | Tfer | £241.00 |
| John Addison | Composted bark | Tfer | £149.00 |
| Richard Young | Internal audit | Tfer | £50.00 |
| Shaun Ryall | Display stands for village walks | 3936 | £22.58 |
| Greenslades Grounds Maintenance | Maintenance contract for April £1,871.10, Maintenance of roundabouts £528.00 | Tfer | £2,399.10 |
| Robert Acton | Litter pickers and bag holders | Tfer | £456.00 |

2. **The accounts for April 2023** had previously been circulated to all councillors and were agreed as a true record. The balance at 30th April 2023 was £435,638.84 including reserves of £356,733.44
3. **Insurance provision** – the Clerk has reviewed the provision and we have adequate provision.

16/05/23 Annual Audit Return

1. The internal audit has been completed and there were no items to bring to the council's attention.
2. Annual Governance Statement for 2022/23 had previously been circulated to all Councillors. The Clerk read the statement which was agreed by all and signed by the Chairman
3. Accounting Statements for 2022/23 had previously been circulated to all Councillors. It was agreed as a true record and signed by the Chairman

17/05/23 Correspondence and matters to discuss

1. Concerns raised about the brook being blocked to the north of the old bypass
 - Investigations are ongoing
2. Faye Cross, Airband
 - Faye will attend our July meeting to discuss the roll out of fibre broadband
3. Bowling Green – a request has been received for two-way opening pedestrian gate.
 - As this request was from a wheelchair user, councillors agreed it should be implemented
4. Affordable housing in Grange Meadow
 - Concerns have been raised that local residents are not being considered for properties in Grange Meadows. A meeting will be arranged with Duncan Harvey, Housing Development Manager at Somerset Council.

18/05/23 King's Coronation

It was unanimously agreed that the celebrations which took place on Sunday 7th May in the Jubilee Gardens was a great success. Cllr Steve Pettitt wished to thank everyone who took part and it was a good team effort. It was hoped to have a similar event on an annual basis. An after meeting to be arranged to discuss what went well/or could be improved.

19/05/23 Posts of Responsibility – reports where applicable

- a. Allotments –Deputy Clerk.
 - The Open Gardens is taking place on 17th June 2023 and the allotments can't be included in this without permission from every allotment holder
- b. Brook – Cllr Ian Dyer
 - Brook clearance
- c. Bus Partnership – Cllr Jack Popham
- d. Cannington in Bloom – Clerk and Cllr Steve Pettitt
 - A request has been received for a donation of £500 to purchase plants. Cllr Colin Allen proposed the Parish Council purchase plants to the value of £500, this was seconded by Cllr Mike Andison and agreed unanimously. The Environment Agency Compensation fund would be used for this.
- e. Cemetery – Deputy Clerk and Cllrs Ian Dyer and Mike Andison
 - It was noted that the main gate had been left open for some days.
 - The Kelland family grave needs to be made secure.
- f. College – Cllr Colin Allen.
 - The driving range netting is due to be repaired.
- g. Jubilee Gardens– Cllr John Addison
- h. Playing fields/amenities – Cllrs Jack Popham and Lisa Evans
 - The football season has now finished ad the weekly outdoor exercise class has now started

- i. Village Hall – Cllr Kym Wardhaugh
 - New curtain tracks have been fitted
 - Ongoing repairs to the gents’ downstairs toilets
 - Storm gauge guttering has been fitted
 - Repointing of the front wall is required
- j. Youth – Cllrs Kym Wardhaugh and Lisa Evans
 - Beavers and Cubs’ groups have started but adult volunteers are required.

20/05/23 Matters of Report

- 1. EDF Community Forum to be held on 18th May 2023
- 2. Consultation on Managing Radioactive Substances and Nuclear Decommissioning closes on 24th May 2023

21/05/23 Items for the next meeting

- 1. Grass maintenance

22/05/23 Date and Time of next meeting

The Annual Parish meeting will be held at 7.00pm on Tuesday 23rd May 2023

The next Parish Council meeting will be held at 7.00pm on Tuesday 13th June 2023

The meeting closed at 8.50pm

Signed..... Dated.....