



# Cannington Parish Council

Minutes of the Annual Parish Council meeting of Cannington Parish Council held at  
**7.00pm on Tuesday 14<sup>th</sup> May 2024** in **Cannington Village Hall**

## MINUTES DRAFT

### Council Session

#### **Present:**

**Parish Councillors:** John Addison, Lisa Evans, Carole Taylor, Mike Andison, Shaun Ryall, Colin Allen, Steve Pettitt, Michael Featherstone and Jack Popham

**Chair:** Ian Dyer

**Clerk:** Tina Gardener

**Members of the public:** 1

### Council Session

#### **01/05/24 Declaration of Members' Interests**

Chairman Ian Dyer declared an interest in planning applications 13/24/00007 & 8 for Blackmore Farm

#### **02/05/24 Election of Chairman and signing of Office** for the forthcoming year

The Chairman invited nominations for the position of Chairman. Cllr Jack Popham proposed Cllr Ian Dyer and this was seconded by Cllr Steve Pettitt and agreed unanimously.

Chairman Ian Dyer signed his declaration of office.

#### **03/05/24 Election of Vice Chairman** for the forthcoming year

The Chairman then invited nominations for the position of Vice Chairman. Cllr Jack Popham proposed Cllr John Addison and this was seconded by Cllr Mike Andison and agreed unanimously

Cllr John Addison signed his declaration of office.

### Public Session

A member of the public asked if there had been any interest in a Village event. There hadn't been any interest yet, and it may be too late to organise anything. Cllr Jack Popham stated that there would a grand opening of the Pump track and this could be made into a wider village participation.

### Council Session

#### **04/05/24 Apologies for Absence**

Apologies for absence were received from SC Cllr Brian Bolt.

#### **05/05/24 Minutes of Meeting held on 9<sup>th</sup> April 2024**

The minutes held on 9<sup>th</sup> April 2024 were approved.

#### **06/05/24 Matters Arising**

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

#### **07/05/24 Posts of Responsibilities**

The posts of responsibility were reviewed and Cllr Jack Popham proposed to agree the posts of responsibilities. This was seconded by Cllr Colin Allen and agreed unanimously.

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 – Lisa Evans, Jack Popham, Mike Andison and Colin Allen

Speed Indicator – John Addison and Shaun Ryall

Village Hall – Mike Andison

Youth – Lisa Evans

### **08/05/24 Committee and Advisory Group membership**

The committee and advisory group memberships were reviewed and Cllr Steve Pettitt proposed to agree the memberships. This was seconded by Cllr Carole Taylor and agreed unanimously.

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

### **09/05/24 Review of risk assessments**

This will be deferred to the next meeting

### **10/05/24 Review of Procedures**

- Standing Orders – these were reviewed and no amendments are required.
- Financial Regulations – these need to be amended to take into account most payments are now made by bank transfers. *Post meeting note: SALC has circulated a new model Financial Regulations, these will need to be considered for adoption at a later date.*
- Code of Conduct – there were no amendments to be made.

### **11/05/24 Planning matters**

#### **New planning**

1. **13/23/00030** – Retention of a mobile home to be used as a residential building at Bradley Green Stables, Blackmore Lane. Cllr Carole Taylor proposed to support this application. This was seconded by Cllr Jack Popham and agreed unanimously.  
*Chairman Ian Dyer left the meeting at 7.15pm*
2. **13/23/00005** – Application to determine if prior approval is required for a proposed installation of new telecommunications equipment at Blackmore Farm. Cllr Carole Taylor proposed to support this application. This was seconded by Cllr Steve Pettitt and agreed unanimously.
3. **13/24/00007** – Application to determine if prior approval is required for the erection of a building for storage of agricultural machinery at Blackmore Farm. **Formal application not required**
4. **13/24/00008** – Application to determine if prior approval is required for the erection of a building for an agricultural straw storage building at Blackmore Farm. **Formal application not required**
5. **13/23/00028** – Erection of 5 detached dwellings at Manor Farm, Gurney Street – additional information supplied.  
**Withdrawn.**  
*Chairman Ian Dyer returned to the meeting at 7.20pm*

#### **Planning decided**

1. **13/24/00001** – Certificate of lawfulness for the proposed erection of a two-section modular building, to be used as additional living space for the main house at 34 High Street. **Permission refused.**
2. **13/24/00009** – Notice of intent to install fixed line broadband electronic communications apparatus, comprising 1 10m medium pole to the west of Main Road. **Permitted development**
3. **13/24/00003** – Application to determine if prior approval is required for a proposed change of use of agricultural buildings to 2 dwellings at Chiton Trivett Farm. **Application withdrawn**

### **13/23/00032 – Brymore Way**

New responses added to the website from;

- Somerset Highways
- Housing Enabling

It was agreed to write to Esther Carter, Housing Development Officer regarding her comments on the application.

### **12/05/24 Reports (as applicable)**

1. Highways and Parking Issues
  - Stradlings Hill – A request has been received to reduce the speed limit on Stradlings Hill. The Clerk will contact Highways
2. Speed Indicator Device
3. Defibrillator
  - Monthly checks need to be completed and reported to the Ambulance Trust
4. Village Maintenance
  - Sandford roundabout. This is being maintained by EDF who is reducing the level of maintenance they carry out. Any additional maintenance will need to be paid by the Parish Council
  - Brymore Way. This is the same as above and the high banks will no longer be maintained, just a 4ft strip cut. Chairman Ian Dyer has been in contact with Andrew Cockcroft (EDF) to try and get a compromise. The Clerk has received 2 quotes for the work, but needs to confirm details with the contractors.
  - Verge in front of Co-op development. It has been established that Highways own this land. The Chairman to speak to K Tyson, Highways for a solution to the parking issues.
  - Kings Head car park improvements. This has stalled, as the board members of Punch Tavern weren't keen on the idea.
  - Dog bins. Cllr Michael Featherstone proposed to put additional or larger bins at Chads Hill and East Street/Gurney Street. This was seconded by Cllr John Addison and agreed unanimously.
5. Neighbourhood Plan (NHP). The Clerk has received no response regarding the position of our NHP from Nick Tait. *Post meeting note: Nick Tait has since left Somerset Council.*
6. Henry Roger Almshouse meeting held on 18<sup>th</sup> April 2024
  - A meeting was held with the Trustees and Clerk of the Alms House where they agreed for the Parish Council to become the soul Trustee. Cllr Colin Allen proposed that the council should become the Trustee. This was seconded by Cllr Mike Andison and agreed unanimously.
  - Cllrs Michael Featherstone, Carole Taylor, Steve Pettitt and Mike Andison all volunteered to form a committee.

7. LCN Highway subgroup meeting held on 25<sup>th</sup> April 2024. This was attended by Cllr John Addison and the minutes will be circulated once received.
8. Borsele visit on 30<sup>th</sup> April 2024. Residents and councillors from Borsele came on a visit to HPC and met with local residents and councillors. The Dutch authorities are considering a new Nuclear Power Station in Borsele. They welcomed the feed back regarding the effects of HPC on the community.
9. Hinkley Point SSG – site visit on 7<sup>th</sup> May 2024. This was attended by Cllr John Addison who toured both A and B stations. Once all the fuel has been removed from B station (Autumn 2025) the site will be handed over to National Restoration Service.

### **13/05/24 Capital/CIM fund projects**

1. Footbridge between Otters Brook and the play area
  - The Clerk will get a new quote for additional work so the project complies with the FRAP exemption.
2. Pump track
  - There has been no progress on the starting date for the pump track.
  - The planning application needs to be revised to have a pedestrian access to the pump track.

### **14/05/24 Financial Matters**

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

<b>Name of Payee</b>	<b>Description of cheque</b>	<b>Cheque</b>	<b>Amount</b>
<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) May 2024	S/O	<b>£250.00</b>
Heart Internet	Exchange mailbox May 2024	DD	<b>£12.00</b>
BT	Phone & broadband services May 2024	DD	<b>£66.60</b>
Aly Prowse	Clerk's salary (April)	Tfer	<b>£424.04</b>
Tina Gardener	Clerk's salary (April)	Tfer	<b>£1204.48</b>
Clark & Kent	Deposit for pump track	Tfer	<b>£36,000.00</b>
Steve Bull	Weed spraying	Tfer	<b>£264.50</b>
SALC	Training	Tfer	<b>£20.00</b>
DM Payroll Services	Payroll services for 2024/24	Tfer	<b>£192.00</b>
EDF	Electricity for Xmas lights	Tfer	<b>£124.04</b>
Steve Bull	Grounds maintenance for April	Tfer	<b>£720.00</b>
Aly Prowse	Timber posts for allotment plot numbers	Tfer	<b>£237.97</b>
DM Payroll Services	Payroll services for 2024/24	Tfer	<b>£192.00</b>
<b>The following payments are due:</b>			
RT Signs	Livery for Bowser	Tfer	<b>£114.00</b>
Carole Taylor	Wool for Yarn Bombers	Tfer	<b>£41.22</b>
Richard Young	Internal audit	Tfer	<b>£50.00</b>
Stooks Memorials	War Memorial clean	Tfer	<b>£960.00</b>
GeoXphere	Annual subscription to Parish Online	Tfer	<b>£81.00</b>
Greenslades	Grounds Maintenance for April	Tfer	<b>£1,871.10</b>
Tina Gardener	Expenses	Tfer	<b>£41.58</b>
West Monkton Parish Council	Donation towards Somerset Wood	Tfer	<b>£200.00</b>

2. **The accounts for April 2024** had previously been circulated and were agreed as a true record. The balance at 30<sup>th</sup> April 2024 was £381,112.21 and included reserves of £304,786.70
3. **The Insurance provision** has been reviewed and there is sufficient cover for our assets and liabilities
4. **Report of Finance & Staffing meeting** held on 1<sup>st</sup> May 2024. The draft minutes were circulated to all councillors and the following was agreed:
  - The surplus hours worked by the Clerk in 2023/24 would be paid in this financial year, this was approximately £1,000.
  - The budget provision was reviewed and adjustments were made to the village maintenance budget to reflect the additional grounds maintenance required, which was previously carried out by Clean Surrounds.
  - The revenue reserves are £17,561.50, which is 35% of the precept. It had previously been agreed to transfer £12,568.27 from Capital reserves to Revenue. This will only be actioned if required.

### **15/05/24 Annual Audit Return**

1. The Internal audit has been completed and there were no items to bring to the council's attention.
2. Section 1 -Annual Governance Statement for 2023/24 had previously been circulated to all councillors. Cllr John Addison read the statement which was agreed by all councillors and signed by the chair.
3. Section 2 -Accounting Statements for 2023/24 had also *previously* been circulated to all councillors. It was agreed as a true record and signed by the Chairman.

### **16/05/24 Correspondence and matters to discuss**

1. Victim Support – A thank you letter had been received for the £200 donation given.
2. Cannington Pantomime – Mural for bus shelter. Cllr Steve Pettitt showed an example of how the bus shelter could be enhanced. Instead of painting directly on to the walls, plywood would be attached to the walls and then painted. This can then be easily removed. Councillors agreed in principle.
3. West Monkton Parish Council – are seeking donations for the Somerset Wood at Maidenbrook Country Park. The hope is to plant a tree for every person related to Somerset who lost their lives in the Great War. Cllr Colin Allen proposed to donate £200. This was seconded by Cllr Steve Pettitt and agreed unanimously.

4. Somerset Council – Grassland Management and Conservation. This has been circulated to all councillors
5. Somerset Council – Rights of Way – volunteer survey. Cllr Shaun Ryall kindly completed the survey on our behalf.
6. Somerset Council – Update Members’ Interests form. This has been reviewed and returned.

**17/05/24 Posts of Responsibility** – reports where applicable

- a. Allotments –Deputy Clerk.
  - A concern was raised about the are behind plots and 11 and 12 and wherever a fence is required. The Deputy Clerk will investigate.
  - A request has been received to have a lady’s toilet at the allotment but unfortunately this will not be possible.
- b. Brook – Cllr Ian Dyer
  - Brook clearance
- c. Bus Partnership – Cllr Jack Popham
- d. Cannington in Bloom – Clerk and Cllr Steve Pettitt
  - The judging dates have been announced; South West in Bloom on 5<sup>th</sup> July 2024 and Britain in Bloom on 29<sup>th</sup> July 2024.
  - A snagging list will be put together and the Parish Council with the help of Community Payback team will do what they can.
  - A plant sale is taking place at Cannington Court on Friday 17<sup>th</sup> May 2024.
  - A wildlife haven has been created by the Brownies and URC Eco club at Clifford Park.
  - A larger hose is required for the new water bowser at a cost of £983.70. This was proposed by Cllr Mike Andison, seconded by Cllr Steve Pettitt and agreed.
- e. Cemetery – Deputy Clerk and Cllrs Ian Dyer and Mike Andison
- f. College – Chairman Ian Dyer.
- g. Jubilee Gardens– Cllr John Addison
  - Somerset Passenger Solutions would like to place a bench in the brook area near the Hornbeam, in memory of their colleagues who have passed away. They would also be prepared to purchase a planter. Councillors were in agreement with this.
- h. Playing fields/amenities – Cllrs Jack Popham and Lisa Evans
  - Goal posts. It was agreed for the goal posts to be painted.
  - An auction is taking place on 15<sup>th</sup> and 16<sup>th</sup> June and it was agreed for parking to be allowed at Rodway. A donation will be made to Cannington in Bloom
- i. Village Hall – Cllr Mike Andison
  - The Somerset Community Council carried out an audit recently and said the hall was in good condition and was very well run.
- j. Youth – Cllr Lisa Evans

**18/05/24 Matters of Report**

1. EDF Community Forum to be held on 16th May 2024
2. Dowsborough LCN Flooding and Community Emergency Planning Workshop on 20<sup>th</sup> May 2024
3. Dowsborough LCN 12<sup>th</sup> June 2024

**19/05/24 Items for the next meeting**

**20/05/24 Date and Time of next meeting**

The Annual Parish meeting will be held at 7.00pm on Monday 20<sup>th</sup> May 2024  
 The next Parish Council meeting will be held at 7.00pm on Tuesday 11<sup>th</sup> June 2024

The meeting closed at 8.50pm

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