

# PRIDDY PARISH COUNCIL

## Minutes of the Parish Council Meeting

held at Priddy Village Hall at 7:30pm on Wednesday 3<sup>rd</sup> February, 2016

**Present:** Cllrs Kate Greet (Chairman), Tina Bath, Alan Butcher, Judith Coles, Chris Dyke, Robin Maine, Barry Wilkinson

**In attendance:** William Newton Newey (Clerk)  
Eight members of the public

PPC16/022 **Apologies for absence**  
None

PPC16/023 **Public Forum**

a) **2015/3097/FUL – Erection of Dwelling, land adjacent to Bay Tree Cottage.**

Mr Paul Kellett spoke in favour of the application. The revised plan now included an attached garage and was set back further on the plot. The new driveway would link with the existing access and would not be across the Village Green. The traditional design, using natural stone, attempted to follow the design form already found around the Green.

b) **Queen's 90<sup>th</sup> Birthday Beacon**

Mr Mike Brown said that the Friendly Society would be happy to organize a beacon for the Parish. It was proposed to light the beacon on the same field where the beacon to celebrate the Jubilee on 2012 had been lit.

PPC16/024 **Declarations of Interest**

*Members are required to act in accordance with the Priddy Parish Council Code of Conduct dated 1<sup>st</sup> August 2012 (clauses 10 – 14) where a matter arises at the meeting in which he/she has a disclosable pecuniary interest or other interest as detailed in the Code. Unless a dispensation has been granted the member shall not participate in the discussion or vote on the matter or shall withdraw from the meeting as required by the Code.*

Cllr Butcher 27(a), Cllr Coles 27(a) and 27(b), Cllr Dyke 26(a)

PPC16/025 **Acceptance of the Minutes of previous Meetings**

The minutes of the Parish Council Meeting held on 6<sup>th</sup> January and Extra-Ordinary Council Meeting held on 20<sup>th</sup> January, 2016 were signed as a true and correct record of proceedings.

PPC16/026 **Matters Arising and continuing business from previous Meetings**

a) **Land Registration and Greenhill Cottage**

The Clerk reported that the exchange of letters had been delayed by the lack of a coloured plan. This would be addressed before next Council meeting.

WNN

b) **Mendip Farmers Hunt**

A letter of reply had been received from the chairman of the Hunt. This had expressed a willingness to meet with the Council. It was agreed that the Clerk would arrange for Cllrs Maine, Bath and Dyke to meet with representative of the Hunt. Cllr Coles said that she would be willing to act as a reserve for the meeting in case of need.

WNN

c) **Policy on the Use of Village Green for Filming and other Commercial Activities**

A draft policy had been circulated with the agenda papers. Cllr Coles was concerned that the policy laid a heavy burden on the Clerk. Cllr Butcher felt that the policy needed to include a reference to the Village Green By-Laws and suggested the following form of words be added, after the reference to the By-Laws in Use of the Green agreement form, "These may (in part) require PPC consent, which will not be unreasonably held." It was agreed that the addition be made and that the policy would be approved at the next Council meeting.

KG

d) **Guidance to Local, Not-for-Profit organisations using the village Green**

A draft document had also been circulated with the agenda papers and set out the guidance which had been issued to local organisations in a letter some years previously. On the proposal of Cllr Dyke (seconded by Cllr Wilkinson) the Guidance was unanimously approved.

e) **Priddy Parish Emergency and Contingency Plan**

It was noted that Cllr Butcher's mobile phone number was incorrect but subject to that correction the Emergency Contingency Plan was approved for publication. At the Clerk's suggestion, it was agreed to supply laminated copies of the plan to various locations in the Parish.

Cllr Dyke said that she had received an email from Mr Chris Manuel, Civil Contingencies Officer, (Somerset Local Authorities' Civil Contingencies Unit) about emergency accommodation and 'Places of Safety'. Cllr Coles agreed to arrange a meeting between herself, Cllr Coles and Mr Manuel.

CD

f) **Responses to Parish Newsletter**

The Clerk reported that one response had been received in respect of adding an address to the email circulation list and that there had been one expression of interest in the PARC Committee. Apart from this there did not appear to have been any specific responses to the Newsletter.

**Sheep Fair** – The article had been worded such that it was a last call for volunteers and that if there were no volunteers to form a Sheep Fair Committee, there could be no possibility of holding Sheep Fair. As no volunteers had been forthcoming, Council believed it was not necessary to hold another referendum on the Sheep Fair. The Clerk was asked to draft a Press Release and the Chairman agreed to write a piece for the PEW Magazine.

WNN  
KG

**Parish Plan** – again no volunteers had come forward to help with a Parish Plan or Housing Needs Survey. It was agreed to defer further consideration of a Parish Plan until such time as sufficient interest was expressed.

**Annual Parish Meeting** – It was felt that there might be an opportunity to address the Parish Plan and other matters from the Newsletter as part of the Annual Parish Meeting on 4<sup>th</sup> May. This meeting was already to include a presentation on the New Inn by Mr Russell Sage and Defib Refresher Training.

WNN

g) **Responses to Nine Barrows Triangle Letter**

The Clerk reported that four responses had been received, which ranged from "No Objection" to the proposed kerbing of the Triangle to full support and the belief that the Council had already identified funds for the project. A discussion of the project then followed with Cllrs Bath and Maine both suggesting that erosion of the Triangle was caused by vehicles being parked on the adjoining verges. Cllr Butcher felt that there were other areas such as Pin Cross and School Hill which might equally claim benefit from extra work, though in general he was not in favour of "kerbing the countryside". Cllr Bath said that Somerset Highways had been looking for support for kerbing in other places, such as Church Farm verge, where it had already raised a tarmac shield to try and avoid the drain becoming blocked by eroded soil. It was agreed not to refer the matter back to the PARC Committee and, at a vote (four in favour and three against), the Clerk was asked to continue development of the project under discussion by obtaining quotes for the work.

WNN

PPC16/027

**Planning**

- a) **2015/3097/FUL** – Erection of a dwelling with attached garage and formation of new vehicular access – Land Adj. to Bay Tree Cottage Priddy Nr Wells Somerset BA5 3BE  
In answer to a question from Cllr Maine, it was confirmed that there was already planning permission existent for a new dwelling on the plot of land. It was further confirmed that the new application set the building set further back on the plot, presented a more traditional elevation and shortened the proposed driveway. Cllr Dyke welcomed the fact that the proposal set the building further back. Cllr Wilkinson said that he still had concerns about the access and the Chairman noted that Somerset Highways had made a comment on the plan. Council was told that to address the issues of access visibility from Manor Farm were concerned, the boundary wall was to be rebuilt and that shrubbery would be removed. Cllr Wilkinson said that his main concern was the proximity of the septic tank to a natural swallet. In response, the Council was told that a new septic tank would be created and that Bay Tree Cottage and the new build would not be sharing drainage. It was further stated that the proposed packaged treatment plant would produce a very clean run off. Cllr Bath wondered if the building was set even further back it would not alter the current sight lines.

**At a vote (five in favour, two members not voting due to a declared interest), it was agreed to support the application.**

- b) **2016/0045/FUL** – Erection of two holiday lodges (resubmission) – Willoughby House Charterhouse-on-Mendip Cheddar Somerset BS40 7XW  
It was noted that the resubmission related to the siting and access of the proposed lodges. Cllr Butcher wondered if the lodges would be holiday lets or would be occupied

permanently as had happened in other developments. Cllr Bath believed that the application had been previously refused but Cllr Butcher said that the Barn conversion at the same site had been approved but that the application for the holiday lodges had been withdrawn. The Chairman noted that the lodges were now at a new location on the site but that this was still a development in the AONB and, she felt, did not accord with the Local Plan. Cllr Bath noted that there were already houses in that part of the AONB but the Chairman remained concerned that allowing the application would set a precedent for further development. Cllr Bath was concerned that there was no sustainable or public transport to serve the proposed development.

**At a vote (one in favour, one against, four abstaining and one member not voting because of a declared interest) Council decided neither to support nor reject the proposal.**

PPC16/028 **Recommendations from the Finance Committee**

a) **To receive the amended Projects List**

The Clerk confirmed that the Projects List had been split into two categories, 'Projects' which were agreed and for which funding had been identified, and "Projects Under Discussion". The two categories contained the following projects:

**Projects:** Dark Lane, Priddy Pool, Church / Hall / School Sign, Defib. Battery, Coxton End Lane (coppicing), Village Green Noticeboard / Bus Shelter, Registration of Pincross, Security Light for Old Phone Box, Village Green Protection and Prevention of Erosion

**Projects under Discussion:** Priddy Plan (research), Interactive Mapping (Rights of Way, Wildflowers, etc.) Nine Barrows Triangle Kerbing, Nine Barrows Lane Verge Seeding, Nordrach Finger Post

b) **To receive and approve the Budget for 2016 to 2017**

Council received and approved the budget as discussed at the Finance Committee meeting on 20<sup>th</sup> January, 2016. The budget was based on a 1% increase but a larger allowance had been made were increased cost were already anticipated, such as Training as it was anticipated that the Clerk would be completing CiLCA in 2016.

**Council approved the budget**

c) **To set a precept of £9,800 for 2016 to 2017**

**It was unanimously resolved to set a Precept of £9,800.**

WNN

PPC16/029 **Parish Council Matters**

a) **Finger Posts**

There had been media coverage of the condition of finger posts in Somerset. Cllr Wilkinson noted that coverage had stated that Somerset Highways would repair fallen or broken posts but not undertake routine maintenance; this seemed to counter the advice which had been received by the Council about repairs. Cllr Butcher said that he knew of one sign post which had been reported to the Highways department which had resulted in its removal as 'no longer fit for purpose'. Cllr Dyke said that she was obtaining suggestions and quotes for repairs which did not use original materials but would be aesthetically acceptable. Cllr Wilkinson suggested that the finger posts could be included as Heritage Assets, (as per item PPC16/029c). The Chairman said that she had been told that finger posts would not qualify for a grant from the Heritage Lottery Fund (HLF) and Cllr Killen said that Mendip only had responsibility or powers in respect of listed assets.

The Clerk was requested to seek clarification from the Highways Department and to raise the matter with the Somerset Association of Local Councils.

WNN  
WNN

b) **Replacement / New Noticeboards and Bus shelter (Youth Project)**

The proposal for a combined Bus Shelter and Noticeboards had been circulated to councillors and included the options for roofing of the structure.

**It was agreed that a corrugated, steel roof with plastic coating would be preferable.**

Given the estimated cost, the Clerk advised that three quotations for the project were required. Cllr Bath suggested contacting Somerlap Forest Products Ltd of Mark and Fountain Timber Product of Backwell.

WNN

c) **Heritage at Risk Register: 2016 Re Survey**

Nothing was identified for notification to Mendip District Council

d) **Queen's 90<sup>th</sup> Birthday Beacon**

Council agreed that it would like to organise a 90<sup>th</sup> Birthday Beacon and it was agreed to convene an advisory committee in respect of this event. The Committee was to consist of Mr Mike Brown, Mr Mike Garfield, Mr John Dally, Mr Steve Sparkes and the Chairman and would advise on arrangements at the March Council meeting. The Clerk was to contact Westbury-sub-Mendip Parish Council as the field suggested for the Beacon was technically in their Parish.

KG  
WNN

e) **Clean for the Queen (Keep Britain Tidy)**

Cllr Butcher suggested that this could be combined with the annual Village litter picking event and the weekend of 5<sup>th</sup> and 6<sup>th</sup> March was agreed (meeting at the Hurdle Stack at 10:00am each day. Cllr Butcher confirmed that he had the equipment required and undertook to produce publicity for the event. The Clerk would register the Parish' involvement with the national organisers.

AB  
WNN

f) **The Mendip Marauder (50 or 30 mile ultramarathon) Saturday 6<sup>th</sup> August**

The Chairman had received an email from Albion Running Club of Bristol about this event. Cllr Butcher suggested that the organisers be sent a copy of the Policy on the use of the Village Green, the Village Green By-Laws and that a check should be made that the event did not clash with any other. He also suggested that thanks should be expressed for the courtesy of letting the Parish Council know of the event. Cllr Coles suggested that the contact details for the PEW magazine could also be included in any reply.

WNN

PPC16/030 **Police Matters**

None

PPC16/031 **Council Reports**

a) **Somerset County Council**

None

b) **Mendip District Council**

Cllr Killen reported that the District Council's budget was due to be agreed at its meeting at the end of February. There were significant financial challenges with the reduction in support from central government. The reduction in central government support would continue over five years until no support was received. Outsourcing had contributed greatly to cost savings whilst ensuring the continuity of services, Leisure Services being an example.

Cllr Killen continued to say that Mendip District Council was about to enter into a new contract for 'back room operations' in a consortium of five district councils. This would produce considerable savings though there would be some disruption to staff.

Among other matters noted were the suggestion that her might be an elected Mayor for Devon and Somerset, the closure of consultation on the Mendip Local Palin Part II (and the fact that Priddy Parish Council had submitted comments in respect of Open Spaces) and that there appeared to be some positive developments in respect of broadband connections for Priddy and Litton (Cllr Killen was to attend a meeting with Connecting Devon and Somerset in the near future).

Cllr Killen assured the meeting that he was always happy to represent the views of the Council and the Village on planning and other matters.

PCC16/032 **Financial**

a) **Budget Statement and Bank Reconciliation**

The latest budget statement had been circulated to Councillors before the meeting. The Bank Reconciliation showed an overpayment of 20p to Mendip District Council and was signed by the Chairman

b) **Newsletter Costs [KG] (£70.20)**

This payment was agreed and cheque raised.

c) **Village Hall Invoice (£60)**

This payment was agreed and cheque raised.

d) **Website Hosting and Domain [AB] (£83.98)**

This payment was agreed and cheque raised.

e) **Audit Arrangements and Appointment of Internal Auditor**

A letter about Audit arrangements from 2017 had been circulated to Councillors in advance of the meeting. The Clerk advised that he could see no advantage in opting out from the arrangements made by Smaller Authorities' Audit Appointments Limited.

Council accepted the advice and no opt out from the default arrangements for smaller authorities would be sought.

Cllr Wilkinson had spoken with Mrs Pam Lloyd and she had confirmed her willingness to act as Internal Auditor for 2016. The Council unanimously resolved to appoint Mrs Lloyd as Internal Auditor.

f) **Clerk's Remuneration**

The Clerk reported that he had just received the activation code for the HMRC online account and that he expected to be able to calculate his remuneration for the March meeting of the Council.

WNN

WNN

PPC16/033

**Clerk's Report**

a) **Coxton End Lane Coppicing**

The Clerk reported that Mrs Glenda Collier was in the process of obtaining three quotes for the proposed tree works. Cllr Bath was concerned that there should be a clear management plan for the works at Coxton End Lane and that Somerset Highways should be informed of the intention to carry out the tree coppicing and thinning. It was agreed that the matter should be discussed at the next PARC Committee

WNN

b) **Church, Hall, School Sign**

The quotation obtained by Cllr Bath from Signefex had been confirmed to the Clerk and he would issue an order in the near future.

WNN

PPC16/034

**Matters of Report**

a) **Litter in Coxton End Lane**

Cllr Bath reported that some litter picking appeared to have taken place in Coxton End Lane with a bag of collected rubbish being left in the lay-by. She had disposed of the bag.

b) **Film Location Fee: The New Inn**

Cllr Maine asked if the money offer by Mr Russell Sage of the New Inn had been passed to the Friendly Society Trust. The Chairman said that the suggestion had been made to Mr Sage but could not say if it had been acted upon.

WNN

c) **Inappropriate use of Office Accommodation**

Cllr Bath had been asked to raise the use of office accommodation in the Parish for residential use. Cllr Coles was able to assure the meeting that this was not the case.

PPC16/035

**Date and Time of Next Meeting**

The next scheduled meeting: Wednesday 2<sup>nd</sup> March, 2016.

The meeting closed at 9:27pm

Signed .....  
(Chairman)

2<sup>nd</sup> March, 2016

William Newton Newey  
9<sup>th</sup> February, 2016  
parish.clerk@priddyparish.org