

Minutes of Compton Bishop Parish Council Meeting held on January 9th 2013 at Cross Memorial Hall

Public Participation: 4 members of the public attended the meeting. One addressed the Council to offer information about work that he was carrying out at his property off Barton Lane, Webbington. He assured members that they would be welcome to visit the site and ask questions and that prior to any formal application for development at the site he would welcome the opportunity to speak to the Planning Advisory Group.

A second resident asked the Council to consider what might be done about water run-off from fields between Clevehead Farm and Wavering Down Farm through properties to the north of Old Coach Road. It was thought that the problem might be caused by the poor maintenance of a drainage ditch running across the rear of the properties.

Present: Parish Councillors Passmore (Chair), Mrs C. Woolley, Vickerstaff, Campbell, Rolfe Woolley, Paul Passey (Parish Clerk).

1. **Apologies for absence:** Cllr Parker had sent an apology for absence. This was accepted.
2. **Approval of minutes:** The minutes of the meeting held on December 12th 2012 were approved and signed by the Chair as a true record.
3. **Declarations of Interest:** There were none.
4. **Clerk's Report:** The clerk's report of actions taken between meetings was noted. All delegated actions had been undertaken. The clerk asked that residents, who made concerns known to individual councillors about Parish Council matters, should be directed to contact the Parish Clerk in the first instance, especially if there was a likelihood of their attendance at monthly meetings when responses may be required.
5. **Matters arising from previous minutes:** There was a brief discussion about the damage done to pathways on National Trust land allegedly by cattle being left out on the hills longer than usual.
6. **Finance matters:**
 - 6.1. It was RESOLVED to approve the financial reconciliation provided by the clerk.
 - 6.2. There were no invoices or other requests for payment:
 - 6.3. There had been delay on the part of Sedgemoor District Council in providing data to enable the Parish Council to request a Precept for 2013/14.
 - 6.3.1. Councillors reiterated their decision that any eventual Precept Request should not result in an increase in Council Tax payable by residents.
 - 6.3.2. Councillors noted that a surplus of funds at the end of this financial year, together with accrued funds in the Business Money Manager Account would make it possible to absorb the further cuts in support likely to be announced by SDC later in January from the balance held by CBPC.
 - 6.3.3. It was recognised that such support from reserves would be required over a number of years.
 - 6.3.4. The level of support could not be exactly determined until a new "calculator" is provided by SDC and this would not occur until after 23rd January. The clerk would seek to discover the exact date of its distribution. There would be briefing sessions for councillors by SDC on 25th and 28th January, but if all information is provided by SDC in good time, these sessions would prove unnecessary.
 - 6.4. An exact Precept figure would be agreed by councillors and reported by the clerk to SDC before the local authority's new deadline for notification – 8th February
 - 6.5. A suggestion that the Parish Council might support financially a scheme to publicise the intrusiveness of proposed National Grid pylons with a full-size inflatable replica was rejected. The clerk would respond to the protest group accordingly.
7. **Planning Matters:**
 - 7.1. The Council considered the following planning application:

Ref. No.:	21/12/00015/CA
Proposal:	Erection of Agricultural Worker's dwelling
Address:	Lower Cross Lane, Compton Bishop
Applicant:	Mr. & Mrs. P. Scott
 - The Council approved unanimously a report from the Planning Advisory Group that SDC be recommended to refuse this application.
 - 7.2. Local parish councils (Mark, Weare, Chapel Allerton, Badgworth) who had met 28th November were to be contacted by the clerk to ensure their acceptance of the minutes of that meeting. The Planning Advisory Group would suggest attendees, dates and times for future meetings and consider the venue.
 - 7.3. The Planning Advisory Group presented a draft of a letter to Mr. Atkinson (Group Manager Development) setting out concerns about the apparent inconsistencies by SDC Planners in interpreting planning guidelines. Council agreed its content and the clerk was asked to forward it to Mr. Atkinson.
 - 7.4. It was noted that there had been no further reports on any matters from SDC Enforcement Officers.
8. **Highways Matters:**

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- 8.1. The Leader of the Highways Advisory Group, Cllr. Robert Woolley reported that the group members were planning to make a full scale inspection of all areas in the parish affected by recent flooding. A description of the problem, solutions attempted and a map of locations and, where possible and appropriate, of land ownership, would be produced. This audit would include pot-holes together with consideration of the flooding problems raised by residents at the start of the meeting.
- 8.2. This audit would become part of the Council's Action Plan to be conducted by the Highways Advisory Group on an annual basis.
- 8.3. The responses from SCC Highways Officer Liam Gill to flooding problems reported to him were noted. Council noted that SCC had been under great pressure during recent weeks to deal with such problems.
- 8.4. The Council's website and "Contact" magazine would carry information about the responsibilities of landowners to maintain ditches.
- 8.5. The clerk was asked to write to Stephen Thorne of Compton Bishop to thank him for his efforts in clearance work during the recent flooding.
- 8.6. The clerk was asked to write to SCC to ask what could be done about such ditches as that between Clevehead and Wavering Down Farm where poor maintenance may be causing flooding problems.
- 8.7. The clerk was asked to make SCC Highways aware that the recent gully sweeping on A38 had, in some cases caused blockages in the drainage holes in the roadside kerbs thus exacerbating the recent flooding.
- 8.8. The clerk was asked to make the police aware of a large vehicle constantly parked on the road near Bridle Cottage, Old Coach Road and to ask if this would be regarded as obstructing the highway. It apparently obstructs vision for drivers leaving nearby properties.

9. Environment Matters:

- 9.1. Cllr. Rolfe had discussed a grass-cutting schedule for 2013 with Tim Baker. In view of the Council's need to limit expenditure certain limitations were agreed:
 - 9.1.1. The verges in Cross lane were not to be cut.
 - 9.1.2. The number of cuts at the Butts Batch area was to be halved.
 - 9.1.3. The cutting of verge grass on Webbington Road towards Newtown was to be limited subject to SCC Highways also cutting this area. The clerk was asked to obtain the SCC schedule for cutting both there and in Cross lane.
 - 9.1.4. The agreement eventually reached with Tim Baker would limit expenditure to just less than £400.00 p.a.. Cllr Rolfe would meet him again to agree the schedule and costs.
 - 9.1.5. In the event that SCC Highways are not scheduling sufficient verge cutting along Lower Cross Lane, the clerk was asked to write to the two landowners whose property abuts the lane, Messrs. Scott and Clements to request that they keep both the hedgerow and verge cut sufficiently to allow pedestrians to walk in safety on the verge.
 - 9.2. No further problems had been reported in respect of bridleways or PROW's in the parish.
 - 9.2.1. The possible footway development from A38 via Cross Lane to Axbridge was to be added to the Action Plan for action by the Environment Advisory Group.
 - 9.2.2. It was felt that following less than successful requests to three landowners whose land abuts the path from Old Coach Road to the Quarry, any future perceived problems with overhanging vegetation should be dealt with by National Trust, whose request for vehicular access to the Quarry was at the root of the problem.
 - 9.3. The clerk was asked to request equipment from SDC Clean Surrounds department in time for the Village Clean-up Day on 16th February.
 - 9.4. No bulbs had been made available for planting on verges this year.
 - 9.5. All the new notice boards were now completed and Cllr. Robert Woolley would erect them once the weather was sufficiently dry.
10. Cllr Parker had circulated a report on the latest Hinkley Point "C" and National Grid pylon developments. Its contents were noted and accepted and Cllr. Parker was thanked, in his absence, for his efforts in this area.
 11. It was agreed that updates to the Compton Bishop Parish Council Action Plan, referred to elsewhere in the minutes, should be on the agenda quarterly.
 12. The clerk had received an invitation for councillors to attend a presentation on the proposed second Cheddar Reservoir at Cheddar Church House on 31st January. Cllr Robert Woolley would attend. There would also be public display days. Details would be displayed on notice boards by the clerk.

13. Date, time and place of next meeting:

Wednesday 13th February 2013 at 19.30 at Cross Memorial Hall

SIGNED:

CHAIRMAN

Kelisa Campbell

DATE:

13-2-2013

There being no further business the meeting closed at 21.25.

Minutes of Compton Bishop Parish Council Meeting held on February 13th 2013 at Cross Memorial Hall

Public Participation: Two members of the public attended the meeting. Although not electors of the parish, it was agreed that, as developers of a site located to the rear of the Webbington Hotel, which was the subject of an agenda item, they would be invited to address the meeting. The developers asked why members of council recently had visited the site, unannounced. Councillor Passmore explained that members of the council's Planning Advisory Group had visited without prior notification as the clerk had no contact details for either of the landowners. As Chairman of the council at the time, she apologised for any upset that may have been caused. The apology was accepted and it was mutually agreed that contact details would be given to the clerk for future reference. Councillor Parker explained that parishioners had expressed concerns about the clearance and development of the land within the Area of Outstanding Natural Beauty and so councillors had responded. The clerk had made Sedgemoor District Council (SDC) and other interested parties aware of their observations.

Present: Parish Councillors Campbell (Chair), Passmore, Mrs C. Woolley, Rolfe, R. Woolley, Parker and Paul Passey (Parish Clerk).

1. **Apologies for absence:** Cllr. Vickerstaff had sent an apology for absence. This was accepted.
2. **Approval of minutes:** The minutes of the meeting held on January 9th 2013 were approved and signed as a true record by Councillor Campbell as Chairman.
3. **Declarations of Interest:** There were none.
4. **Clerk's Report:** The clerk's report of actions taken between meetings was noted. All delegated actions had been undertaken.

Note: The Chairman proposed, and it was RESOLVED unanimously, that the planning items (7.1 & 7.2) should be taken after item 5 on the agenda.

5. **Matters arising from previous minutes:** There were none.

(7.1) Planning applications: The Planning Advisory Group had met to discuss current applications and had circulated its reports and recommendations to councillors prior to the meeting. Council, and members of the general public present, were shown submitted plans and drawings. Council then voted to forward the Advisory Group's reports and recommendations to SDC as follows:

A. **Ref. No.:** 21/12/00016/DT **Applicant:** Mrs. K. Redford **Address:** The Lodge Barton Road, Webbington, Axbridge BS26 **Proposal:** Conversion of loft to living accommodation including installation of two dormer windows, removal of render, reinstate half timbering and installation of window in front gable (West) elevation, installation of windows in South elevation, first floor extension to rear (East) elevations and roof lights in North elevation.

It was RESOLVED unanimously to inform SDC that the council had **no comments** to offer on this application.

B. **Ref. No.:** 21/13/00002/DRT **Applicant:** Mr. N. Kelly **Address:** 9, Big Tree Close, Compton Bishop, Axbridge BS26 2EY **Proposal:** Erection of front porch, single storey extension to NE elevation and conversion of loft to living accommodation

It was RESOLVED with one abstention to **recommend that SDC refuse this application**. This was in the light of recent advice by the District that even though there may be only one minor area of concern, a "refusal" was a better recommendation than a statement of "conditional support". Cllr Passmore declared that this approach seemed inappropriate and therefore abstained from supporting the recommendation.

C. **Ref. No.:** 21/13/00001/DRT **Applicant:** Mrs. T. Ledger **Address:** Glebe House, Vicarage Lane, Compton Bishop, Axbridge, BS262HL **Proposal:** Erection of two storey extension to SW elevation

It was RESOLVED unanimously to inform SDC that the council had **no comments** to offer on this application..

(7.2) Enforcement matters: The clerk reminded members that there had been email correspondence with Mr. David Crowle (Enforcement Officer) on the matter of the development of land to the rear of the Webbington Hotel. It seemed that the officer was aware of the work being carried out and that he expected it all to be covered and dealt with as part of an application to be submitted by the landowners. At this point (20.05) it was unanimously RESOLVED that the meeting be suspended to allow Messrs Grimstead to address the meeting further. Mr. Grimstead Senior assured the council that an application, which had been discussed in outline with SDC planners some 9 months earlier, would be submitted. Mr. James Grimstead informed councillors that the proposed development would not involve "caravans", which he understood was the current local rumour. The chairman thanked the Grimsteads for their comments and it was unanimously RESOLVED to re-open the meeting. Councillors agreed that the best course of action would now be to await a planning application for the site.

6. **Finance matters:**

- 6.1. It was RESOLVED subject to one amendment, to approve the financial reconciliation provided by the clerk. Since the preparation of the information a further 72p. had been added to the community Project Account in interest.
- 6.2. It was RESOLVED to pay an invoice from Cross Memorial Hall in the sum of £55.00. It was noted that a reduction of £5.00 had been made to compensate for an unheated session. It was also noted that the hire

Mrs Campbell *

charges for the hall have been raised by 20%. The clerk was asked to forward the new charges to the Finance and General Purposes Advisory Group (F&GPAG) members.

- 6.3. It was noted that a Precept Request had been sent to SDC for the year 2013/14. This was for £6,160.00. The whole sum would be transferred at the start of the financial year.
- 6.4. The clerk informed members that he may be absent for the months of November, December and January 2013. He was asked to seek a Temporary Clerk for that period. He also suggested that it might be appropriate for the council to seek a new full-time clerk.
- 6.5. F&GPAG would look at possible changes to the council's Standing Orders. It was RESOLVED that at the end of the current financial year all funds remaining in the Community (Current) Account should be transferred to the Business Money Manager Account. It was RESOLVED that F&GPAG should identify which areas of the budget were under-spent during 2012/13.
- 6.6. The clerk was asked to inform Sedgmoor Payroll Section of his increase in hours in line with a previous resolution.
7. **Planning Matters:**
 - 7.1. Dealt with previously (above).
 - 7.2. Dealt with previously (above).
 - 7.3. It was RESOLVED that the Planning Advisory Group would draw up an invitation to other local councils to attend a planning discussion meeting at Compton Bishop and request they produce a dossier of each of their concerns. It was RESOLVED that the parish council would fund the event. The clerk was asked to ascertain evenings when the main hall would be available.
 - 7.4. It was RESOLVED that the clerk should invite Mr. John Buckler to serve as a non-voting co-opted member to the Planning Advisory Group. This was especially relevant as he had helped in the development of the current Village Design Statement.
 - 7.5. Cllrs. R. Woolley, Rolfe and Parker reported on a recent presentation by Bristol Water when details of the new Cheddar Reservoir II were unveiled. The main effect on the parish would be the increased traffic at the A38 crossroads during construction and the extra visitor numbers that might be expected if all the proposed leisure facilities are well-used. The construction phase was expected to be from 2018 to 2020. The Planning Advisory Group would produce a response to submit to the consultation process.
 - 7.6. The clerk had confirmed to SDC that the current Village Design Statement should be recognised by the Planning Department as being the present policy guideline but it should be noted that CBPC might need to be amended at some stage.
8. **Highways Matters:**
 - 8.1. The Advisory Group had further work to do on its parish road survey. Comparison would be made with the 2008 survey. It will specifically produce reports on local springs which cause problems and the perennial matter of mud in Bourton Lane. The AG was to complete the report for discussion at the next meeting.
 - 8.2. The SCC Highways Officer, Liam Gill, had responded to a number of requests, including gutter clearance on A38. He confirmed that Highways had no responsibility for blocked ditches away from the roadside. The clerk was asked to make the residents aware of the contents of Liam Gill's response.
9. **Environment Matters:**
 - 9.1. Cllr. Parker confirmed that all necessary arrangements had been made for the annual Village Spring Clean on 16th February.
 - 9.2. The erection of new notice boards remained weather dependent.
 - 9.3. The Government's "Green Deal" Scheme was advertised on the council's website.
 - 9.4. Cllr. Campbell confirmed that the BT phone-box at the end of Church Lane was operative but that the one at the White Hart needed a further inspection, which she would undertake.
 - 9.5. The clerk and Cllr Parker would try to renovate the roadside parish sign at the junction of Bourton Lane and Webbington Road.
 - 9.6. Cllr. Parker agreed to circulate a series of maps showing the exact boundaries of the parish.
10. The matter of making public the declared interests of councillors had caused some concern and it was agreed that this should be a matter for the next agenda of the Cheddar Valley Cluster Group.
11. There had been no further meetings to discuss Hinkley Point "C" or National Grid pylon developments. A number of affected councils appeared to be considering what mitigation, or compensatory measures might be acceptable to their neighbourhoods. The next meeting was expected to be in April though no date set as yet.
12. Cllr Passmore urged members to respond, as individual electors, to the recently circulated Police Commissioner's Questionnaire. She also asked that the issue of SCC's "Local Choices" project be put on the agenda of the March meeting.
13. **Date, time and place of next meeting:**

Wednesday 13th March 2013 at 19.30 at Cross Memorial Hall

SIGNED:

x *Alison Campbell* CHAIRMAN

DATE: 13/3/13... x

There being no further business the meeting closed at 21.25.

Minutes of Compton Bishop Parish Council Meeting held on March 13th 2013 at Cross Memorial Hall

Public Participation: *The developer of a site located to the rear of the Webbington Hotel, Mr Glimstead, although not an elector of the parish, was invited to address the meeting. Following his statement, members of council explained that should any developer wish to explain any development proposal, with detailed plans, or just explain in outline terms what was likely to be proposed, they were welcome to do so, but that neither the Planning Advisory Group nor full council would necessarily make any comment at such an early stage, but would wait until asked to comment formally, as consultee, by Sedgemoor District Council.*

PCSO Michael Shaw attended the meeting and introduced himself to those present.

Present: Parish Councillors Campbell (Chair), Passmore, Mrs C. Woolley, Vickerstaff, Rolfe, R. Woolley, Parker and Paul Passey (Parish Clerk).

1. **Apologies for absence:** There were none.
2. **Approval of minutes:** The minutes of the meeting held on February 13th 2013, subject to minor amendments, were approved and signed as a true record by Councillor Campbell as Chairman.
3. **Declarations of Interest:** There were none.
4. **Clerk's Report:** The clerk's report of actions taken between meetings was noted. All delegated actions had been undertaken. There had been a later development in respect of the proposal by SDC to publish members' interests online. These would first be transcribed from members' submitted forms and approval sought before any such publication.

Note: The Chairman proposed, and it was RESOLVED unanimously, that the Highways items (item 8.1 to 8.5) should be taken after item 5 on the agenda, in the event that PCSO Shaw, who might be called away, had comments or suggestions.

5. **Matters arising from previous minutes:**
 - 5.1. Local Choices Cllr Passmore brought to members' attention the final report of the Local Choices initiative in Somerset. Information packs were available on parishes' ability to commission services or to employ lengthsmen and a second pack on developing youth activities. The clerk was asked to obtain copies of both packs.
8. **Highways Matters:**
 - 8.1. Cllr. R. Woolley reported that the parish roads survey was completed but that it had yet to be agreed by all members of the Highways Advisory Group.
 - 8.2. The recent Speed Indicator Device (SID) results from Somerset Highways, although taken at different dates each year, had indicated that many vehicles had passed along Old Coach road at speeds in excess of 30 mph. 38 mph seemed to be a not unusual speed. The effectiveness of the device in slowing motorists was debated. (Note: At this point 19.55 it was resolved to close the meeting and invite comments from the PCSO.). The relative effectiveness of Community Speed Watch teams with speed guns and the introduction of chicanes to slow traffic were discussed. The Highways Advisory Group would meet to discuss these and other options before the next monthly meeting.
 - 8.3. Cllr Rolfe agreed to work on drawings for garden areas on verges in the parish.
 - 8.4. **Other Highways reports:**
 - 8.4.1. It was noted that the AA e-routemaps and perhaps other SatNav type devices based upon Google maps had been showing Crossmoor Drove as a legitimate route from Old Coach Road to A38. Google had been informed of the error.
 - 8.4.2. Some concern was expressed at the route to be taken by Bristol Water to the Webbington area when moving machinery and materials from their local depot in connection with large-scale water main works.
 - 8.4.3. Cllr Parker had made National Trust aware of the high number of horses in the parish (20 horse "establishments" and 56 horses) and of the damage done to the hillside bridleways and Public Rights of Way. In particular PROW's were becoming difficult for walkers, perhaps because horse-riders were unaware of the true bridleway routes.
6. **Finance Matters:**
 - 6.1. It was RESOLVED to approve the financial reconciliation provided by the clerk.
 - 6.2. It was RESOLVED to pay an invoice from Somerset Association of Local Councils (SALC) after 25th April so that the subscription clearly came from the 2013/14 precept. It was also RESOLVED that the clerk request that SDC pay his travel costs for the months of January, February and March.
 - 6.3. It was RESOLVED to formally invite Mrs Sandra Broadbent to take the role of Temporary Parish Clerk for the months of December 2013 and January and February 2014. This appointment would be on similar terms to her previous contract in this role and the clerk was asked to provide to the Finance and General Purposes Advisory Group (F&GPAG), a copy of the document used on that occasion.
 - 6.4. **Further reports from F&GPAG.**
 - 6.4.1. The clerk was asked to bring insurance quotations forward at the April monthly meeting.
 - 6.4.2. The clerk was asked to ensure that future agendas had an item that referred specifically to the Finance and General Purposes Advisory Group's reports.

7. Planning Matters:

- 7.1. It was RESOLVED to inform Sedgemoor District Council that the Parish Council had no objections to make on the following application:
Ref: 21/13/00003/CG **Applicant:** Mr and Mrs J Crawford **Proposal:** Erection of part two storey/part single storey extension to side (SW) elevation, on site of existing (to be demolished) and change of use of land from agriculture to form parking area **Location:** Over Compton, Vicarage Lane, Compton Bishop, Axbridge, BS262HL
- 7.1.1. It was noted that the recent application for development at 9, Big Tree Close had been re-submitted and that the roof lights to which the Parish Council had raised objections had been removed from the amended plans.
- 7.1.2. Members noted that there would be a site meeting at Compton Bishop Farm, Weare about which the Parish Council had informally commented.
- 7.2. It was RESOLVED to invite interested local Parish Councils to a meeting in Cross Memorial Hall on 17th April to discuss common concerns about planning matters. The clerk was asked to send agendas and request that those attending bring along specific examples about which they had concerns.
- 7.3. It was noted that Mr John Buckler had accepted co-option as a non-voting member of the Planning Advisory Group.

Environment Matters:

- 9.1. Cllr. . Parker reported that 18 residents had helped with the annual Village Spring Clean on 16th February. Members expressed their thanks to all concerned.
- 9.2. The erection of new notice boards remained weather dependent.
- 9.3. The clerk reported that both BT phone boxes in the parish had dialling tones, but there still remained some doubt about how effective they were for anything other than "101" calls.
- 9.4. Cllr. Vickerstaff understood that Dave Aggett (SDC Clean Surroundings) was planning to visit the Springfield Wildlife site at the request of Sarah Ayling. Cllr. Vickerstaff would attend the meeting.
10. **Standing Orders:** It was RESOLVED unanimously to adopt Revised Standing Orders produced by the F&GPAG. Members RESOLVED that the Council's Proper Officer shall in future serve on the councillors, electronically, by email, a summons confirming the time, date, venue and the agenda of a meeting of the Council provided any such email contains the electronic signature and title of the Proper Officer, as the service of said summons on councillors by delivery or post at their residences at least 3 clear days before a meeting, is not expedient. (Note: Section 3.b.(i) of Revised Orders refers). Members of F&GPAG and Cllr Passmore in particular were thanked for their efforts.
11. An agenda was agreed for the Annual Open Meeting to be held in the Memorial Hall on 19th April. The appropriate District and County councillors and the local MP were to be invited to attend to respond to issues raised in the Open Forum part of the meeting. A police representative would also be invited. The Memorial Hall Management Committee would be invited to publicise their meeting and agenda in conjunction with the Annual Open Meeting. It was intended that the agenda(s) would be produced by the clerk and distributed to all parish households via the "Contact" magazine distribution system.
12. Cllr. Parker reported that the period of consultation on National Grid's SoCC for the full consultation would be limited to 5 days for PC's in September.— It seemed that at this stage many local councils were concerning themselves with "mitigation measures" rather than ~~X~~any attempt to demand an undersea or an underground route. These latter options remained the preferred options of Compton Bishop Parish Council. Members thanked Cllr Parker for all his work on this issue. Members thanked Cllr Parker for all his work on this issue.
13. **Correspondence:**
- 13.1. The Cheddar Valley Cluster Group would meet on 21st March and Councillors Passmore and Parker would attend. The clerk was asked to ensure that the matter of councillors' Declarations of Interest being placed on the SDC website was an agenda item.
- 13.2. A National Health newsletter was passed to Cllr. Parker.
14. **Date, time and place of next meeting:**

Wednesday 10th April 2013 at 19.30 at Cross Memorial Hall

SIGNED:

Alison Campbell

CHAIRMAN

DATE: 10-4-2013

There being no further business the meeting closed at 21.30

Minutes of Compton Bishop Parish Council Meeting
held on April 10th 2013 at Cross Memorial Hall

Present : Parish Councillors A Campbell (Chair), S Passmore, A Vickerstaff, C Woolley, M Rolfe, R Woolley, R Parker (acting Clerk)

1. **Apologies for Absence :** Mr Passey (Clerk) so these minutes recorded by Cllr. Parker.
2. **Approval of Minutes :** The minutes of the meeting held on March 13th 2013 were approved and signed as a true record by the Chairman.
3. **Declaration of Interest :** Cllr. Mr R Woolley declared pecuniary interest in item 6.3. (being a shareholder in Aviva).
4. **Clerk's Report :** The Clerk's report was noted.
Cllr Passmore will update the temporary clerk contract.
5. **Matters Arising from the previous minutes:** referring to minute 8.4.2 Bristol Water - Transport of drilling equipment and pipe will be by means of a tractor and trailer. The route via Compton Bishop may be used for the last phase if difficulties arise with the other route.
6. **Finance Matters :**
 - 6.1. It was RESOLVED to approve the financial reconciliation provided by the Clerk.
 - 6.2. **Approve Payments of Invoices to Hand:** There were none.
 - 6.3. **Bring forward quotations for Parish Council Insurance:** The only quotation received so far is from Came & Co at £587.72. Cllr Passmore emphasised that renewal was required for 1st June and that the premium was excessive. Cllr Passmore would circulate details of the scheduled items for review as these included items not relevant to this parish. The Clerk was requested to obtain further quotations, including one from Zurich.
 - 6.4. **End of Year Audit:** F&GPAG will meet to discuss the EOY audit papers after the Open Parish meeting.
7. **Reports or Recommendations from F&GP AG:**

It was resolved that, in future, reports on general meetings would be a separate agenda item.

 - 7.1. To receive any reports from the recent Cheddar Valley Cluster Group meeting.
 - 7.1.1. **Connecting Devon & Somerset**

The current target is for 100% Broadband coverage by Dec 2016 for 8Mb and 91% coverage for Superfast Broadband. There will be an additional premium for Superfast Broadband.
 - 7.1.2. **Cheddar Reservoir**

Bristol Water appears to be mindful of conservation/ecological issues. There is no mention of our concerns about visitor traffic and its impact on the A38/Cross Lane. It was resolved to inform BW of our concern.
 - 7.1.3. **Hinkley Point & National Grid** – update included in item 12.
 - 7.1.4. **Community impact mitigation fund** – No report
 - 7.1.5. **RLT3** No monies currently available.
 - 7.1.6. **Issues for future meetings :** The following were suggested for the next meeting - Concerns over SDC's Planning control; Declarations of Interest.
8. **Planning Matters:**
 - 8.1. Cllr Rolfe explained that application 03/13/00004/CG refers to a planning application in a neighbouring parish, but the principle and the potential impact on the area requires this council to consider the application for extension to an industrial unit in open countryside. It was resolved to approve the Planning AG's report and object to this application.

Applications 03/13/00004/CG and 21/13/00005/DT refer to alterations to The Cottage, a 17th century listed building. A similar application was refused in 2010. It was resolved to approve the Planning AG's draft report in principle and object to this application, Cllr Passmore had not seen the report and so abstained. Cllr Rolfe will circulate the completed document for final approval.
 - 8.2. It was noted that the feedback report on the consultation for Cheddar Reservoir 2 did not include the impact of visitor traffic increasing the volume of traffic at the A38/A371 junction at Cross. It was resolved that the clerk should advise Bristol Water of CBPC's concerns.
 - 8.3. The Council considered a draft letter to the SDC Enforcement Officer regarding the unsatisfactory application of Stop Notices. It was unanimously resolved to send the letter to Mr Crowle.
 - 8.4. The Joint Parishes meeting to air common problems with planning issues will be held on April 17th. The participating councils are Wedmore, Cheddar, Axbridge, Chapel Allerton, Mark, Badgworth and Compton Bishop. Cllr Rolfe proposed that the meeting would produce a report for consideration by SDC Planning Officers and Councillors.
9. **Highways Matters:**
 - 9.1. **Road Survey**

It was resolved to adopt the recent parish roads survey undertaken by the Highways Advisory Group.

A. Vickerstaff

9.2. PROW

- 9.2.1. It was reported that the barrier to horses on 'The Razor' has been re-instated.
- 9.2.2. Cllr C Woolley reported PROW AX15/5 is obstructed, Ian Tabrett is aware.
- 9.2.3. The proposed project to enhance the Cross Lane footpath (AX1/22) would be publicised and volunteers for co-option sought at the Open Parish meeting.

9.3. Other Matters

- 9.3.1. It was resolved to raise awareness of the increase in traffic in the Parish and also to request an update from Somerset Highways on the benefits demonstrated from the installation of the vehicle activated sign at the A38/A371 junction at Cross.
- 9.3.2. A further report on the Speed Indicator device had been received immediately prior to this meeting and required further study.
- 9.3.3. The problems with parking, to the east of Cross Village, continue to be an issue for residents. It was agreed that this was not a matter for the council and residents who have an issue with obstruction on the highway should contact the Police by telephoning 101. A note in Contact and on the web site was agreed.

10. Environmental Matters:

- 10.1. Notice boards will be installed when the weather permits.
- 10.2. The BT phone box by Church Lane was damaged by a hedge cutter and has been repaired by BT.
- 10.3. Further Environment reports
The advertised Lawn Mower Racing weekend was debated. It was agreed that this was not welcomed by parishioners and visitors due to the intrusive noise levels experienced throughout the parish and on the adjacent hills on the Bank Holiday weekend. It was resolved that the clerk would write to the organisers to ask for confirmation that noise levels are approved and that there would be reduced activity and noise on the Sunday.
- 10.4. It was noted that CPRE are actively addressing the potential impact of infrastructure required for energy production and transmission in the South West and is in discussions with National Grid and interest groups
- 10.5. The Council agreed to maintain a watching brief on the development of Fracking in the Mendip area.
- 10.6. It was noted that the Pilrow Wind Farm has been refused planning approval because of its unacceptable visual intrusion in our area.

11. The Annual Parish Open Meeting arrangements

- 11.1. Cllr Passmore will chair the meeting and agree an agenda with the Clerk.
- 11.2. Approved minutes of the previous Open Meeting to be posted on the website.
- 11.3. There will be a Power-Point presentation for each of the Advisory Groups.
- 11.4. Open discussions will be encouraged and prospective councillors sought.

12. National Grid pylon route and Hinkley "C"

Councillor Parker gave an update:

- NG states that part of the planning consent was for a sub-station and Seabank 3 will need the connectivity regardless of Hinkley (if EDF and Government don't agree on funding).
- Feedback has been received from latest consultation - <1,000 responded with the same opposition to OHL and desire for UG or subsea.
- The issues of '(customers) *Willingness to Pay*' for undergrounding and mitigation - 106 agreements remain outstanding issues.
- Installation works for undergrounding will take 2½ years and pylons construction will take 3 months for 10 towers.
- "T" Pylons not popular – location will be dependent on consultations.
- Local PC's (led by Compton Bishop & Biddisham with Mark, Nailsea and Wraxhall & Failand PC's contributing) still working together. The *critique* on consultation for stages 1 & 2 is complete and now working on the stage 3 critique which will be presented to LA's, NG and the Planning Inspectorate.

13. Correspondence that needed urgent attention: There was none.

14. Date, time and place of next meeting:

Wednesday 8th May 2013 at 19.30 at Cross Memorial Hall

SIGNED:

x *A. V. [Signature]*CHAIRMAN

DATE: 8/5/13

There being no further business the meeting closed at 21.30

Minutes of the Annual Parish Open Meeting
held on Friday 20 th April at Cross Memorial Hall

Present: Cllr. J. Bell (Chairman of the Parish Council), Cllrs. Woolley, Campbell, Rolfe, Parker, Vickerstaff, Cllr. J. Denbee (SCC and SDC member), P. Passey (Clerk to the Parish Council) together with 17 members of the public.

Apologies for absence: Apologies had been received from Cllr. Passmore, S. McColgan, I. Tabrett, S. Tabrett, J. Parfitt, J. Parfitt, E. Farley, P. Farley, P. Lunn, J. Lunn.

Minutes of 2011 Open Meeting: The Minutes of the meeting held on 8th April 2011 were approved by the meeting and signed by Cllr. Bell as a true record.

Matters arising from those minutes: There were none.

Welcome: Cllr. Bell welcomed all present and thanked all councillors, Mr. Robert Woolley, the clerk and Mrs Sandra Broadbent for their work to ensure the smooth running of the council. He thanked Dr. Ayling and Mr. Ian Tabrett for their work in caring for the Springfield Wildlife Site and Public Rights of Way respectively; Mr. John Gravell for being the council's Internal Accounts Examiner. He thanked Mr. Jim Warner for being the Parish Council's Cray Charity Trustee and Councillors Denbee and Scott for their work on behalf of the parish at Sedgemoor and Somerset Councils. He paid tribute to the support received from Somerset Highways Officers Liam Gill and Chris Betty and our local police officer, PC Peter Wills.

Cray Charity Report: Mr. Jim Warner gave an outline of the history and purpose of the charity. He explained the origins of the fund being the sale of land and the subsequent investment of the proceeds. These funds had been re-invested in a slightly higher interest bearing account over the past year. Three students entering Higher Education had been assisted by the Charity during the year and would, he anticipated, be helped throughout the three years of their courses. He paid tribute to the work of the late Cllr. Alan Ham as a Trustee and reported that Mr. Bob Jordan had been appointed Trustee in his place.

Neighbourhood Watch Report: Mr. Robert Woolley reported on behalf of the Neighbourhood Watch (NW) Group. The Parish of Compton Bishop does not feature in the crimes reported for the area at all but there have been one or two annoying thefts of garden ornaments from certain properties. He conveyed the group's appreciation to all those co-ordinators and deputies. During the year there had been the renewal of residents' "Yellow" cards, providing useful local information about each NW. The parish owed a considerable debt of gratitude to Mr Howard Robinson of Compton Bishop, one of the founders of the Watch scheme, who had generously donated the material cost for this renewal programme. Funds stood at £148.19 as last year so there is no need to seek a subscription. NW was pleased to be able to report again that all of our Groups have been functional throughout the year with the 20 Groups comprising 11 in Cross and 9 in Compton Bishop. Cheddar was now a "No Cold-calling zone" and NW asked that the Parish Council investigate why our parish had not yet been so designated. He thanked the Scheme Administrator Mrs Lindsey Stone at Bridgwater Police Station (01823 363348) for her continuing assistance and support. By

the greater use of E-mail is proving a benefit and hopefully "Police News" is being received direct. Hard copy is available for those without E-Mail. It was noted that the Non-Emergency Telephone Number has been changed to "101" and that there will be elections in November, 2012 for the appointment of a Police and Crime Commissioner.

Springfield Wildlife Site: Dr. Ayling began by giving some background to the establishment of the site and its location. She reported no problems this year. Insect life and tadpoles abounded, much to the delight of ducks. Bird boxes were being well-used, but owls had yet to take advantage. Summer and autumn work was mainly in hedge trimming and path edge tidying. Winter and early work centred on coppicing of willows to improve light and create age-ranging vegetation growth. She thanked SDC staff for their continued assistance and asked residents to contact her if they had any questions or problems, or if they wished to volunteer as helpers of wildlife recorders. She thanked Mr and Mrs John Buckler for their help and closed her presentation by offering to take residents on a tour of the site.

Parish Council Chairman's Report: This report covered the work of the council during the past year. He thanked his fellow councillors and the clerk for their work and support over the past 12 months. Chairman also referred to the possibility of residents undertaking self-help measures to combat declining SCC services. This has been presented by SCC under the title "Local Choices" and would be a later agenda item.

Finance was his first topic and he began by referring to the draft summary of income and expenditure produced by the clerk and available for residents to read. Two items were highlighted; firstly the cost of emptying dog-mess bins was now devolved to the parish. The meeting expressed dismay at the anti-social attitudes shown by some dog-owners in not clearing up after their animals and it was agreed that contact should be made with Axbridge to see how it dealt with a similar problem. Secondly he referred to the installation costs of the Speed Indicator Device (SID) which would cost a further £350 for the present year. Chairman invited discussion on its perceived cost-effectiveness and a show of hands indicated that the meeting felt this would not be money well-spent as there seemed to be no proof that SID actually resulted in a lasting reduction in traffic speed through Cross.

Planning was next. The council had responded to 16 applications in the past 12 months. There appeared to be trends in the development of the area; increased equestrian activity; barn conversions and a general move to fodder crop cultivation. The parish, under new planning rules, no longer had a development "envelope" and the area would be planned under more general all-embracing rules. However SDC had introduced a "Core Strategy" document to replace its Local Plan. The parish might do well to upgrade its existing Village Design Statement as a way of influencing SDC planners' decisions in future. A working party would be set up and volunteers invited to join. Dr Ayling offered to join.

The work of the Environment Advisory Group was then introduced by the Chairman and expanded upon by Cllr. Richard Parker. He spoke about the Hinkley "C" Connection Project (pylons) and detailed the consultation process, which Compton Bishop and the 33 other parish councils involved in the process had found unsatisfactory. Close links were maintained with our 7 nearest neighbour parishes. Cllr Parker demonstrated the intrusive nature of the proposed pylons with scaled illustrations. He also explained the intrusive nature of any "undergrounding" transfer area that might be built near Kennel Lane. A second concern was the local disruption that would possibly

occur with the construction of Hinkley "C"; increased quarry traffic moving Mendip stone onto the A38, and a lorry and vehicle parking at the Edithmead area. The proposed new Cheddar reservoir could also create problems in its construction phase with a possible access route across the moors from A38 at Lower Weare. The Atlantic Array of wind turbines in the estuary were of some concern but less so than the proposed wind turbines at Pilrow, which Cllr. Parker also illustrated through scaled drawings. The Bristol Airport extension and the Severn Barrage projects were temporarily out of the picture, but the suggestion of "fracking" to extract gas from under the Mendips was causing concern.

The Chairman then spoke about the parish website and thanked Mr Patrick Freeman for his past efforts in setting it up and maintaining its content. This would now be done by Cllr. Parker and the Parish Clerk. He referred to the poor "hit-rate" on the site.

Highway matters had included some changes at the A38 crossroads; new signs, new road-markings and a patch of anti-skid surfacing on the northbound carriageway. An electronic sign warning of a dangerous junction was planned for the northbound carriageway. These works did not resolve the fundamental problems of this multiple-turn crossroads. Council continued to press for better pedestrian access along lower Cross Lane to the entrance to the Public Right of Way (PROW) leading to Axbridge. There was discussion about how best to improve the verge "path" from A38 along the lane. Repairs had been made to the surface of Old Coach Road. The council had worked to ensure the mud from agricultural vehicles left on local roads was kept to a minimum. One aspect of local authority cutbacks for which the chairman felt there was a local remedy was the suspension of weeding gutters through Cross. He urged individuals to look after their own stretch of gutter and paving. The SID installation had been discussed earlier in the report under "Finance". The newly painted white lines at the junction between Old Coach Road and the A38 were not effective. Problems with parking at and around the New Inn had resulted in the suggestion from SCC Highways and the Police that 2 bollards and a fence extension on the car-park side of the road might be erected at council's expense of around £400. The feeling of the meeting was that this expense was not justified. The chairman explained the matter of solving on-street parking problems would soon be in the hands of SDC Traffic wardens rather than the police and that he felt this did not bode well. The meeting also expressed its general opposition to a further suggestion of the expenditure of about £165 for a cycle rack on the verge near the New Inn. The Chairman referred to a meeting with the police when it had been proposed that a working party could be set up to monitor the speed of traffic through Cross and that members of the public could receive police training for this purpose. Equipment would be supplied by the police. The public expressed concern that members of the community could be prosecuted for speeding and that this could cause friction between those caught and members of the working party.

Cllr. Bell then gave a detailed outline of planned events to celebrate the Queen's Diamond Jubilee, organised by a group brought together by Mrs Margaret Jordan and including other volunteers including Cross Connections. As an Advisory Group of the Parish Council the activities had benefitted from the council's own Public Liability insurance cover and a sum of £500 from parish funds were to be used in part-funding the event. He thanked Mr Brendan Flood for making his barn and a field available for the celebration. The barn at Bramble Farm would also be the scene of a Thanksgiving Service to be conducted by Revd. Ken Brown.

Finally a report had been received from Mr Ian Tabrett who, as Parish Paths Liaison Representative, oversees the PROW network in the parish. Mr Tabrett had reported that the 13 miles of public paths in the parish were in good order, with generally good stiles and gates. The use

of paths in the parish appeared to be increasing. Local landowners were co-operative and aware of their responsibilities. He had paid tribute to the work of SCC Rights of Way Officer Chris East. The chairman thanked Mr Tabrett, in his absence, and reminded residents that he also turned his hand to path clearance and the checking of way-marking signs.

Local Choices: This presentation by Cllr. Caroline Woolley brought together some of the issues raised by the chairman in his report and in particular gave some suggestions about the services that SCC were cutting and were then hoping could be undertaken by local people. She gave examples from other parts of Somerset and suggested that a properly formed volunteer group might be a way forward. A document had been made available by SCC that outlined some of the suggestions and solutions brought forward at a recent day conference that Cllrs. Woolley and Passmore had attended. It was suggested by Mr Dick Tyas that perhaps the Community Council for Somerset, to which both the Hall Committee and the Parish Council subscribed, could be of help. Cllr Woolley anticipated further action from the Parish Council on this matter.

Residents' Open Forum: The chairman invited County and District Councillor, John Denbee to comment on what he had heard from residents during the evening. He shared Cllr Parker's and the general concern about the many changes likely in the locality over the next few years. He was confident that the simplified planning rules would not lead to massive development in the parish. He responded to the question of wind turbines by saying that even though SDC Planning Officers were recommending approval for turbines at Pilrow, the members of the Development Committee may well listen to the objections of residents and reject the application, and any others in the system. He had sympathy for the problem of the awkward verge used as a pathway between A38 and the entrance to the Axbridge PROW at Cross Lane and felt that flattening out the verge should not be a major problem, however that was achieved.

Date, time and place of the next Annual Open Meeting: Friday 19th April 2013, 19.30hrs, at Cross Memorial Hall.

There being no further business the meeting closed at 21.35.

Signed as true record:.....Chairman

Date:19 April 2013.....


**Minutes of Compton Bishop Annual Parish Council Meeting
held on May 8th 2013 at Cross Memorial Hall**

PLP
Public Participation: Mr Glimstead, although not an elector of the parish, was invited to address the meeting. The clerk answered his questions about a letter sent to Mr. Crowle of SDC on behalf of the council. The clerk had written ~~in~~ respect of inconsistencies between what Mr Crowle had written to Tessa Munt MP about his involvement with development to the rear of the Webbington Hotel and the Parish Council's understanding of events. It was also made clear that comments on any application by Mr. Glimstead would be made to SDC when requested. Mr Glimstead informed council that an application was imminent.

Present: Parish Councillors Campbell, Passmore, Mrs C. Woolley, Vickerstaff, Rolfe, R. Woolley, Parker and Paul Passey (Parish Clerk).

1. **Apologies for absence:** There were none.
2. **Election of Chairman:** It was unanimously agreed that office of Chair during the next year would be on a rota basis; 3 months for each office holder with the successor to serve in the office of Vice-Chair. Each holder of the office of Chair will serve until the successor approves the agenda of her first meeting: The following were elected to serve:
 - 2.1. Cllr. Vickerstaff (Proposed: Cllr. Campbell Seconded: Cllr Mrs Woolley) Unanimously elected to serve May, June & July 2013
 - 2.2. Cllr. Passmore (Proposed: Cllr. Campbell Seconded: Cllr Mrs Woolley) Unanimously elected to serve August, September, October 2013
 - 2.3. Cllr. Campbell (Proposed: Cllr Vickerstaff Seconded: Cllr. Parker) Unanimously elected to serve November, December 2013 & January 2014
 - 2.4. Cllr. Vickerstaff; Unanimously elected to serve February, March, April 2014. The office of Chair would then be a matter for the 2014 Parish Council Annual Meeting to decide.
3. **Approval of minutes:** The minutes of the meeting held on April 10th 2013 were approved and signed as a true record by Councillor Vickerstaff in the office of Chair.
4. **Declarations of Interest:** There were none.
5. **Clerk's Report:** The clerk's report of actions taken between meetings was noted. All delegated actions had been undertaken although some responses were still awaited.
6. **Matters arising from previous minutes:** There were none.
7. **Election of Members of Advisory Groups.** The Advisory groups were elected unanimously as follows:
 - 7.1. Finance and General Purposes Advisory Group: Chair office holder (ex-officio) Cllrs Passmore, Campbell, R. Woolley
 - 7.2. Planning Advisory Group. Cllrs Rolfe, Mrs Woolley, Campbell, Parker with Mr. John Buckler co-opted
 - 7.3. Highways Advisory Group. Cllrs R. Woolley, Rolfe, Parker
 - 7.4. Environment Group. Cllrs. Parker, Vickerstaff

Note: Other residents of the Parish would be approached with a view to further co-options to these groups.
8. **Election of Council Representatives in the community.** The following representatives were elected:
 - 8.1. Public Rights of Way Liaison – Mr. Ian Tabrett
 - 8.2. Springfield Wildlife Site Liaison – Dr. Sarah Ayling
 - 8.3. Cray Charity Representative – Mr. James Warner
 - 8.4. Memorial Hall Representative – Cllr. Passmore
9. **Review of the Council's Workload Action Plan.**
 - 9.1. Members were urged to look at the document on the council's website and be prepared to make amendments at the next meeting.
 - 9.2. This item would be on the monthly meeting agenda quarterly (June, September, December, March)
10. **Issues raised at the Annual Parish Council Open Meeting on 19th April**
 - 10.1. The clerk was asked to contact Somerset County Councillor John Denbee to follow up the matter of Community Infrastructure Levy funding being channelled towards improvements at Cross crossroads.
 - 10.2. The clerk was asked to contact SCC Highways about the state of the footway along the east side of A38 between Weare and the Strawberry Line crossing at Shute Shelve.
 - 10.3. The clerk was instructed to put posters provided by the constituency MP on public boards and where possible on the council's own boards.
 - 10.4. The clerk was asked to contact Chris Betty of SCC Highways about extending 30 mph speed limit along Webbington Road from Rackley to the Hotel.
11. **Finance Matters:**
 - 11.1. It was RESOLVED to approve the financial reconciliation provided by the clerk.
 - 11.2. It was RESOLVED to pay invoices as follows:
 - 11.2.1. Tim Baker Invoice No: 961 - £87.00
 - 11.2.2. Cross Memorial Hall £61.00
 - 11.3. It was RESOLVED to pay the quoted premium of £371.19 from AON UK for council insurance for the year starting June 2013.

x  x

12. **Finance and General Purposes Advisory Group** The clerk was asked to provide the Group with copies of audit material well in advance of the June monthly meeting; also copies of papers to be completed for the External Auditor.
13. **Planning Matters:**
- 13.1. The following applications were discussed and recommendations made as required by Sedgemoor District Council (SDC).
- 13.1.1. **Proposal:** Erection of bungalow on site of barn (to be demolished) **Location:** Land adjacent (West of), Yeo Bridge Farm, Turnpike Road, Lower Weare, Axbridge **Applicant:** Mr W Roper **Application No:** 21/12/00014/CA
Council recommended that SDC refuse this application
- 13.1.2. **Proposal:** Erection of Two Storey Extension to North elevation and internal alterations. **Location:** The Cottage, Kennel Lane, Webbington, Axbridge. BS26 2HS **Applicant:** Tiarks Property Developments Ltd **Ref No:** 21/13/00004/DT
Council recommended that SDC refuse this application.
- 13.1.3. **Proposal:** Conversion of loft to form living accommodation etc. **Location:** Harborne House, Church Lane, Compton Bishop, Axbridge, BS262HB. **Applicant:** Mr G Ballin **Ref. No;** 21/13/00006/CG.
The Advisory Group would produce a report for agreement, based upon the principles of the Village Design Statement and the Sedgemoor Core Strategy.
- 13.2. Application 21/12/00015. Agricultural Workers Dwelling in Cross Lane. A draft letter to SDC was discussed and agreed in principle. The Advisory Group was given delegated authority to modify and then issue to SDC. It was agreed that Councillors Parker and Rolfe would attend the Development Committee meeting on 14th May 2013 and that Councillor Parker would speak
- 13.3. It was RESOLVED to send a letter in support of SDC's position on the application for development at the Castle Mills site. (Application 03/12/00008).
- 13.4. Application 03/13/00004. Castle Mills Yard. It was agreed that Councillors Parker and Rolfe would attend the Development Committee meeting on 14 May 2013 and that Councillor Parker would speak
- 13.5. The recent Local parishes Planning Forum meeting called by Compton Bishop PC had been well attended by 22 councillors representing 7 parishes. A document setting out concerns would be produced by the Planning Advisory Group and circulated to the other parishes for ratification before being sent to SDC – before the end of June.
14. **Highways Matters:**
- 14.1. The Highways Advisory Group would meet to prioritise items from its recent report for onward transmission to SCC Highways
- 14.2. One public notice board had been erected at Kennel lane.
- 14.3. The group would discuss and make recommendations to the June meeting about Community Speedwatch and draft a letter to SCC Highways about a possible extension to 30 mph speed limit at Webbington under Crook Peak.
15. **Environment Matters:**
- 15.1. There were no comments on bridleways or Public Rights of Way
- 15.2. Volunteers had come forward at the Annual Parish Meeting to help with the project to improve pedestrian access from Cross to Axbridge.
- 15.3. It was reported that excessive litter had been found at Cross Quarry and that sheep with lambs were now grazing on the National Trust land; this may reduce ragwort infestation.
16. **National Grid consultations:** Cllr Parker reported that the proposed works access points for the pylons and transmission cables were unclear but would certainly be intrusive into the countryside. He continued to work with a few parish councils in seeking improvements to the National Grid Scheme.
17. **Correspondence**
- 17.1. The clerk was asked to place copies of the constituency MP's local surgery posters on public boards and where there was space, on Parish Council boards.
- 17.2. Members Declaration of Interest Forms had been scrutinised by SDC and a compilation of information produced for its website. Some members were unhappy at the detail of the information and all, except Cllr Vickerstaff undertook to re-examine the information given and extracted for the website. The clerk would inform SDC accordingly and supply all councillors with SDC's recent letter on the subject.
18. **Date, time and place of next meeting:**
Wednesday 12th June 2013 at 19.30 at Cross Memorial Hall
- SIGNED: X.....A. Vickerstaff.....X CHAIR (Office Holder) DATE: 12/06/13...
- There being no further business the meeting closed at 21.40

Minutes of Compton Bishop Annual Parish Council Meeting
held on June 12th 2013 at Cross Memorial Hall

Public Participation: *There was no participation at this point, but Mr. David Windmill was present in his capacity as Internal Audit Examiner.*

Present: Parish Councillors Vickerstaff (who chaired the meeting), Passmore (Vice- Chairman), Campbell, Mrs C. Woolley, Rolfe, R. Woolley, Parker and Paul Passey (Parish Clerk).

1. **Apologies for absence:** There were none.
2. **Approval of minutes:** The minutes of the meeting held on May 8th 2013 were approved and signed as a true record by Councillor Vickerstaff in the office of Chair.
3. **Declarations of Interest:** There were none.
4. **Clerk's Report:** The clerk's report of actions taken between meetings was noted. Most delegated actions had been undertaken although some responses were still awaited. The clerk and Cllr. Passmore would share email contact details for the Memorial Hall Committee Secretary and/or Chairman.
5. **Matters arising from previous minutes:** There were none.
6. **Finance Matters:**
 - 6.1. It was RESOLVED to approve the financial reconciliation provided by the clerk. Council recognised the reason for some uncertainties within it; papers were held by Mr. Windmill during the preparation of the reconciliation.
 - 6.1.1. It was noted that SCC Highways had refunded the council the sum of £116.66, being the cost of one session of Speed Indicator Device installation paid for by the council but subsequently remitted by SCC, which had changed its policy.
 - 6.1.2. It was confirmed that no subscription would be made to the Community Council for Somerset as the Memorial Hall Committee had taken on this commitment.
 - 6.2. It was RESOLVED to pay invoices as follows:
 - 6.2.1. Tim Baker Invoice No:984 £82.00
 - 6.2.2. It was RESOLVED to grant the sum of £367.50 to St. Andrews Church, Compton Bishop to help defray the costs of churchyard maintenance.
 - 6.3. *WR* The meeting was then formally closed so that Mr. Windmill could address councillors. He explained his experience and background qualifications for undertaking the role of ~~External~~ *internal* Audit Examiner and the remit provided by the External Auditor, to which he would be working. He anticipated that his examination would be complete by 23rd June. He would be making recommendations for improving the council's and the clerk's procedures.
 - 6.3.1. It was RESOLVED that on receiving Mr. Windmill's report and upon his completion of the relevant part of the Audit Sheet, the Finance and General Purposes Advisory Group would meet to complete the Council's part of the Audit Sheet.
7. **Finance and General Purposes Advisory Group**
 - 7.1. Cllr. Passmore was producing a draft contract for Mrs Sandra Broadbent as Temporary Parish Clerk. She would be paid directly by Sedgemoor District Council on the basis of 20 hours per month. The clerk would ensure that all details were passed to SDC. Her other expenses would be paid against invoices, or claims, for travel costs and petty cash items. The use of her house as office would be paid at the rate of £25.00 for the 3 months of the contract. This is 25% of the annual allowance.
 - 7.2. The clerk and Cllr Parker would agree wording to advertise for a new Parish Clerk in "Contact" magazine and local free magazines. The vacancy would be from the start of Financial Year 2014/15.
 - 7.3. The clerk was asked to contact Lindsey Stone at Police HQ about arrangements for "No Cold-calling Zone" notices and household stickers. Cllr R. Woolley would provide the contact details.
 - 7.4. It was RESOLVED that the clerk's annual appraisal/review would take place at 19.00hrs on 14th August, just before the monthly meeting.
 - 7.5. No councillors planned to attend the next Cheddar Valley Cluster Group meeting on 20th June but Cllr. Rolfe agreed to produce some notes on planning matters for onward transmission.
 - 7.6. The group recommended that Mr. Ken Mace be co-opted as a member of the F&G Advisory Group and it was RESOLVED unanimously to do so. The clerk was asked to contact Mr. Mace and make the formal offer of membership of the group.
8. **Planning Matters:**
 - 8.1. It was noted that the Planning Advisory Group's recommendations in respect of application 21/13/00006/CG had been submitted to Sedgemoor District Council (SDC). It was RESOLVED that this report represented the views of the council. The applicant Mr. Ballin had asked the clerk to provide him with a set of approved minutes of the meeting held on 8th May. This he would do. He had also asked to be put in contact with the leader of the Planning Advisory Group. It was generally agreed that any meeting would only serve a useful purpose if a new or amended application were to be submitted.
 - 8.2. The Local Parishes Planning Forum, the initial meeting of which had been well-attended, now appeared to be less viable. Several local councils had either withdrawn, or had failed to provide satisfactory support material to the Working Party charged with producing a paper for submission to SDC. Cllrs. Rolfe and Parker would draft a letter inviting all original members to come together again to review the situation.

X *AW*

- 8.3. Two Planning Appeals were ongoing, the Castle Mills site and Pilrow windfarm, but council would submit no further evidence.
- 8.4. Mr Crowle, the SDC Enforcement Officer had visited the Harborne House site, where large machinery had been reported at work. This was deemed by Mr. Crowle to be permitted landscaping work. It was reported that Mr. Crowle also had visited the Brinson farm bordering the A38 to discuss disused vehicles on the site. These were being moved. Councillors who had attended the Development Committee Meeting of SDC on 14th May had been unhappy at the way in which the application for an agricultural dwelling in lower Cross Lane had been handled. It was RESOLVED that the Planning Advisory Group should draft a letter to Mr. Bob Filmer, the Committee Chairman, asking for a meeting. PH

9. **Highways Matters:**

- 9.1. SCC Highways had confirmed by email that the effectiveness of the Vehicle Activated sign on A38 warning of a dangerous junction was being monitored and that in its view it seemed to be working as anticipated. Members noted that only reported incidents and injuries were reported officially and that near-misses or minor scrapes were not included in the data.
- 9.2. The clerk was awaiting a response from Cllr. Denbee about the possible use of Community Infrastructure Levy funding to improve the Cross Lane/A38 crossroads.
- 9.3. The Advisory Group would meet to prioritise highways issues for onward transmission to SCC. It was noted that the white lining on A38 at the Cross Lane junction was wearing away and therefore was perhaps becoming less effective as a warning to motorists.

10. **Environment Matters:**

- 10.1. There were no comments on bridleways or Public Rights of Way
- 10.2. The 11 volunteers who had come forward following the Annual Parish Meeting to help with the project to improve pedestrian access from Cross to Axbridge had been invited to a meeting in the Memorial Hall on 17th July.
- 10.3. It was noted that further consultation sessions had been organised by Bristol Water in respect of Cheddar Reservoir 2.

11. **National Grid consultations:** At the Community Forum meeting on 11th June NG gave updates on the red line plans; an update on mitigation and community investment (for affected hosts); where section 106 is relevant to their development; the process of the stage 4 consultation; a view of the 3D model of the proposed overhead lines and its route; and the timetable which is as follows:

- Consultation response to the Statement of Community Consultation for stage 4 is being prepared and will be submitted to SDC. This is a precursor to NG's submission of the Development Consent Order and full public consultation September for 6 weeks. Exhibitions will be opened on 21st Sept.
- Nov – Jan 2014 NG's preparation of the Development consent order - SDC/SCC wants PC's to work with them on the response. This will be time consuming and detailed. CBPC has requested funding from the PPA to engage consultancy services on behalf of Parish Councils. PH
- Jan 2014 application will be submitted

Note: There will be the regular HCCG meeting next week with Statutory Consultees. CBPC is the representative for all Parish and Town Councils.

12. **Correspondence**

- 12.1. A meeting of the Axe and Brue Drainage Board had been notified and Cllr. C. Woolley had attended. She had subsequently had further discussion about the sluice repair at Bleadon with the Environment Agency (EA). It appeared that discussions between EA and Bristol Water were still ongoing. Repair work had not yet started.
- 12.2. A request from the Steering Group of the Cheddar Valley Food Bank was brought to members' attention and it was RESOLVED to inform the group that since the council's budget had been set in November and that this had been pared to limit demands on the residents' Council Tax, the council would not make a donation to the group's work.
- 12.3. Cllr Parker was mandated to reply on behalf of the council to a consultation on a proposal to privatise SCC's Heritage Services.
- 12.4. The clerk was reminded of the need to enquire further about the proposed Lawn Mower Racing event planned to be held in Weare parish in August.

13. **Date, time and place of next meeting:**

Wednesday 10th July 2013 at 19.30 at Cross Memorial Hall

X SIGNED: *A. Vickerstaff* CHAIR (Office holder) DATE: 10/7/13 X

There being no further business the meeting closed at 21.27

**Minutes of Compton Bishop Parish Council Meeting
held on July 10th 2013 at Cross Memorial Hall**

Public Participation: There were 10 members of the public present. All were invited to speak, whether electors of the parish or not. Several speakers outlined their objections to the proposed erection of 6 holiday lodges at the rear of the Webbington hotel. The applicant, Mr. James Glimstead responded to the comments and gave assurances about some of the concerns expressed. All members of the public were invited to listen to the council's discussion of the two planning applications on the agenda.

Present: Parish Councillors Vickerstaff (who chaired the meeting), Passmore (Vice- Chairman), Campbell, Mrs C. Woolley, R. Woolley, Parker and Paul Passey (Parish Clerk).

1. **Apologies for absence:** Cllr. Rolfe had apologised for his absence.
2. **Approval of minutes:** The minutes of the meeting held on June 12th 2013 were approved, subject to 3 minor typographical changes, and signed as a true record by Councillor Vickerstaff in the office of Chair.
3. **Declarations of Interest:** Cllrs. Vickerstaff and Campbell declared personal interest in the proposed development at 26 Church Lane as they were close neighbours.
4. **Clerk's Report:** The clerk's report of actions taken between meetings was noted. Most delegated actions had been undertaken although some responses were still awaited. The one area that was proving difficult to resolve was the procedure whereby the parish would be advertised as a "no cold-calling zone". Mr Kenneth Mace had been invited and had agreed to become a co-opted member of the Finance and General Purposes Advisory Group. Cllr. Vickerstaff welcomed him to the meeting on behalf of the council.
5. **Matters arising from previous minutes:** There were none.

Note: It was RESOLVED unanimously to bring forward item 8 (Planning Matters) to this point on the agenda.

8. Councillors and members of the public were shown all relevant papers supplied by Sedgemoor District Council (SDC) and the reports and recommendations for each application were read aloud. Councillors then discussed the recommendations and voted as follows:
 - **Ref. No.:** 21/13/00008/STP **Proposal:** Erection of six holiday lodges. **Location:** Land to the north of, Webbington Hotel, Barton Road, Webbington, Axbridge. **Applicant:** Mr. James Glimstead. It was unanimously RESOLVED to recommend that SDC should refuse this application
 - **Ref. No.:** 21/13/00007/LE **Proposal:** Erection of two storey extension to rear (North) elevation **Location:** 26 Church Lane, Compton Bishop, Axbridge, BS262HB **Applicant:** Mr. K. Walker. It was RESOLVED to recommend that SDC should refuse this application. Councillors Vickerstaff and Campbell declared personal (non-pecuniary) interest and abstained from voting.


6. Finance Matters:

Note: It was RESOLVED unanimously to close the meeting at this point to allow Mr. David Windmill, the Internal Accounts Examiner to present his report to council (item 6.3 on the agenda).

- 6.3 A number of errors had been outlined to the clerk prior to the completion of the forms signed by the Chairman and sent to Grant Thornton the External Auditor. The figures presented to Grant Thornton reflected discussions and agreements between Mr. Windmill and the clerk. Mr Windmill made a number of recommendations for changes to the presentation of the data and suggested that he check data more regularly during the year. These suggestions were agreed upon and the Finance and General Purposes Advisory Group would study his report more closely at its next meeting and make recommendations. Mr. Windmill was thanked for his diligence and attention to detail.
- 6.1. It was RESOLVED to approve the monthly financial information provided by the clerk.
- 6.2. It was RESOLVED to pay invoices as follows:
 - 6.2.1. Campaign for the Preservation of Rural England annual subscription - £29.00
 - 6.2.2. An invoice from Somerset Association of Local Councils for Councillor Training at Woolavington on 19th April 2013 - £25.00
 - 6.2.3. It was RESOLVED that the clerk should request payment from SDC Payroll of £66.00 for travelling expenses. Although entitled to the sum of £88.00 the clerk had been overpaid by the sum of £22.00 during Financial Year 2012/13. The sum to be requested now of SDC was £22.00 less than the clerk's entitlement for the 4 months April, May, June and July but it would ensure that overall the clerk's travel payments were up-to-date.
- 6.3. This item dealt with above as first item under "Finance Matters".
- 6.4. Council noted the detailed papers sent to Grant Thornton and provided to members prior to the meeting.
- 6.5. There were no further financial reports.

7. Finance and General Purposes Advisory Group

- 7.1. It was RESOLVED that Mr. Kenneth Mace should become a co-opted member of the F&GPAG and as such receive agendas, monthly financial papers and minutes directly from the clerk and other papers via the leader of the Advisory Group Cllr. Passmore.
- 7.2. Cllr. Passmore had almost completed a draft contract for Mrs Sandra Broadbent as Temporary Parish Clerk. The clerk reported that all banking details for Mrs Broadbent were now with SDC.
- 7.3. The matter of the "No Cold-calling zone" notices had still not been resolved and the clerk would continue to make enquiries of Cheddar Parish Council clerk and contact Lindsey Stone at Avon and Somerset Police once more.

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7.4. It was RESOLVED that each quarter the Task Sheet for councillors would be an agenda item (August, November, February, May).

8. **Planning Matters:**

- 8.1. The plans before Council had been dealt with after item 5 on the agenda.
- 8.2. The clerk reported his attendance at a Cheddar Valley Cluster Group meeting on 20th June at Mark. There were a number of significant changes within the SDC Planning Department structure. Many local councils appeared to be unhappy with SDC and its interpretation of the Local Structure Plan, its apparent disregard of local views, its failure to carry out enforcement against those reported for breaches of planning, its willingness to discuss proposals with developers without involving local parish councils – thus giving developers the impression that they could submit plans in the knowledge that they would be acceptable whatever the parishes may resolve in their consultation responses.
- 8.3. There were no further reports from the Planning Advisory Group.

9. **Highways Matters:**

- 9.1. The Advisory Group had met to prioritise highways issues for onward transmission to SCC. The priorities were agreed to be :
 - 9.1.1. The renewal of white lines at the New Inn and crossroads area.
 - 9.1.2. Re-making the edges of the lay-by areas along Webbington Road.
 - 9.1.3. Cutting back of hedgerows between Bramble Farm and Big Tree on the Webbington Road.
- 9.2. The clerk reported on the present position with respect to Community Infrastructure Levy funding and how this was likely to be allocated. Clearly little funding would come to the parish as little development took place so clerk was asked to enquire once again of Cllr. John Denbee what monies would be made available for physical alteration to the Cross Lane/A38 junction.
- 9.3. There were no further reports from the Highways Advisory Group.

10. **Environment Matters:**

- 10.1. There were no comments on bridleways or Public Rights of Way
- 10.2. The clerk reported on discussions he had had with the Weare Parish Clerk, Cllr. Mrs. Ham from Weare and Mendip Rotary Club on the matter of the Lawnmower Racing event to be held at Weare on August Bank Holiday weekend. All necessary licenses had been obtained. There would be just 4 races per day (12 in all). Parking would be in fields and so off-road.
- 10.3. Volunteers who had come forward following the Annual Parish Meeting to help with the project to improve pedestrian access from Cross to Axbridge would meet in the Memorial Hall on 17th July. Two others had been invited from Axbridge to become involved – Cllr. Jeremy Gall and Mr. David Parkin, a SUSTRANS volunteer.
- 10.4. Members were reminded of further consultations being made in respect of the second Cheddar Reservoir. They were also asked to remain vigilant and report any rowdy misbehaviour on National Trust land near Cross Quarry. Cllr. C. Woolley was asked to contact the Environment Agency on behalf of the council on the matter of weed infestation in the Yeo. Cllr. R. Woolley volunteered to renovate two of the parish's benches with "finishing oil".

11. **National Grid consultations:** There would be a further meeting of interested parish councils on 24th September as part of the final phase of consultation on the pylon route.

12. **Correspondence** There were no urgent items of correspondence.

13. **Date, time and place of next meeting:**

Wednesday 14th August 2013 at 19.30 at Cross Memorial Hall

SIGNED:



.....CHAIR (Office holder)

DATE: 14 August 2013

There being no further business the meeting closed at 21.42

Minutes of Compton Bishop Annual Parish Council Meeting
held on August 14th 2013 at Cross Memorial Hall

Public Participation: *There was one member of the public present, who was invited to speak on item 10.1*

Present: Parish Councillors S. Passmore (Chairman), Campbell (Vice- Chairman), A.Vickerstaff, Mrs C. Woolley, R. Woolley, R. Parker, M Rolfe and Paul Passey (Parish Clerk). Mr. Ken Mace, a co-opted member of the Finance & General Purposes Advisory Group also attended.

1. **Apologies for absence:** There were none.
2. **Approval of minutes:** The minutes of the meeting held on July 10th 2013 were approved, subject to 3 minor typographical changes, and signed as a true record by Councillor Passmore as Chairman
3. **Declarations of Interest:** There were none.
4. **Clerk's Report:** The clerk's report of actions taken between meetings was noted. The clerk was asked to combine correspondence and e-mails forwarded lists and annotate all issues to be discussed under Item 11 of the agenda.
5. **Matters arising from previous minutes:** There were none.

Note: *It was RESOLVED unanimously to bring forward item 10.1 (Highways – Cross Lane Footpath Group) to this point on the agenda (19.39 hrs.) and to close the meeting so that Ms. Tess Gill might address the meeting.*

10.1 Ms. Gill reminded members of the past history of the moves to improve the pedestrian and/or cycling access between Cross and Axbridge. A new group comprised of Compton Bishop residents, Cllr. Parker and two others from Axbridge, Mr David Parkin and Mr Jeremy Gall, had been formed with Ms. Gill as spokesperson/leader. The group would take forward ideas about improving the Cross/Axbridge access via lower Cross Lane and then the Public Right of Way between Scott's Barns and Prowse's Lane. The group, to be known as *The "Coffin Lane" Campaign* had met together and was making contact with landowners likely to be concerned; the Lukins family, Mr. Peter Scott and Mr Michael Clements. Support had been sought from Tessa Munt MP, Cllr. John Denbee and both Government and Bristol Water were being approached about possible sources of funding. The clerk was asked to remind Mr. David Parkin and Mr. Jeremy Gall of Axbridge of their invitation to help in the campaign. It was also suggested that Axbridge Chamber of Commerce might be interested in assisting more folk to make their way easily to the town from Compton Bishop. The Chairman thanked Ms. Gill for her considerable efforts to date.

Note: *The meeting was reconvened at 19.58 hrs.*

6. Finance Matters:

- 6.1. The financial reconciliation provided by the clerk was noted and approved.
- 6.2. It was RESOLVED to pay Tim Baker the sum of £204.00 against his Invoice No.1013 and that he should be instructed to cut a length of grass verge in Cross Lane between the A38 junction towards Scott's barn entrance as and when necessary. Cllr Rolfe would arrange this with Mr. Baker. Within this invoice was a sum for the cutting of this verge in June and July. This was to be queried with Mr. Baker as it may not have been part of his previous instructions. He would also be asked to confirm what length of verge he had cut.
- 6.3. It was RESOLVED that rather than transfer funds between the Community (current) Account and the Business Money Manager Account, the clerk should show the current financial year's available funds as a separate item within the Community (current) Account to enable a closer check to be made on the annual expenditure against income.
- 6.4. It was RESOLVED that the clerk should ensure that the current signatories on council cheques should be Councillors Passmore, Rolfe, Campbell, Parker and the clerk. Clerk was to contact the Wells branch of HSBC and arrange a mandate form for completion.
- 6.5. There were no further financial reports from the clerk.

7. Finance and General Purposes Advisory Group (F&GP AG) The clerk was asked to ensure all councillors had a copy of the group's Report.

- 7.1. It was noted that the clerk's Annual Review had taken place before the meeting.
- 7.2. It RESOLVED to adopt a contract for a temporary clerk as produced and recommended by the F&GP AG.
- 7.3. The procedure for appointing a new Parish Clerk would be:
 - 7.3.1. Advertise the post (this has already been included in "Contact" and on the Parish Website, but the information would also be placed on Parish Boards and in the local press).
 - 7.3.2. Request Curriculum Vitae and letter of application from any persons interested.
 - 7.3.3. Respond pointing out date for appointment being 1st April 2014 and further details would be made available shortly.
 - 7.3.4. Council to set a closing a date for applications and an interview date at the September meeting.
- 7.4. The "No Cold-Calling Zone" implementation required leaflets and covering letters for each household. Cllr Passmore has copies of the leaflets and the text of the accompanying letter that should have been distributed in 2011. The clerk was asked to enquire of the cost of 250 door stickers and 3 road signs from Arien Signs in case the free materials promised to Cllr Passmore were not forthcoming. Letters, leaflets and stickers could then be distributed with "Contact" magazine.
- 7.5. It was RESOLVED that Parish Council documentation should be updated and that a list of all regular council tasks should be produced by F & GP AG and Cllr. Rolfe in the form of a diary/spreadsheet. It was felt this would help any newly appointed clerk.

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- 7.6. It was RESOLVED that a cheque for £100.00 be raised in order to help meet the costs of the Neumann report produced as evidence in discussions with National Grid on the viability of underground or sub-sea electricity transmission cables. This had been produced at the request of Wraxall and Failand Parish Council. Cllr. Parker vouched for the independence and expertise of the authors of the report.
- 7.7. It was RESOLVED that the clerk should attend the next Cheddar Valley Cluster Group meeting at Biddisham Hall on 19th September, in the event that no councillor is able to attend. The clerk was asked to ensure that items were added to the agenda of that meeting as follows: National Grid issues (Cllr Parker was asked to provide a form of words), The "Coffin Lane" Campaign to be mentioned as a Highways Matter.
- 8. Planning matters:** Councillors and members of the public were shown all relevant papers supplied by Sedgemoor District Council (SDC) and the reports and recommendations for each application were read aloud. Councillors then discussed the recommendations and voted as follows:
- 8.1 **Ref. No. :21/13/00010/RM Proposal:** Erection of two storey extension to side (SW) elevation and single storey extension to rear (SE) elevation, partly on site of existing (to be demolished) and change of use of land from agriculture to form parking area **Location:** Over Compton, Vicarage Lane, Compton Bishop, Axbridge, BS262HL
It was unanimously RESOLVED to recommend that SDC should refuse this application
- 8.2 **Ref. No. :21/13/00012/SF Proposal:** Erection of equestrian workers dwelling **Location:** Clover Farm, Webbington Road, Compton Bishop, Axbridge, BS26 2HW
It was unanimously RESOLVED to recommend that SDC should grant permission for this application. As outline planning permission has already been granted council accepted the proposals in respect of materials.
- 8.3 It was RESOLVED that letters be sent on behalf of the Council to:
- 8.3.1 The Planning Inspectorate in support of SDC's position on refusing an application to extend a listed cottage at Kennel Lane.
- 8.3.2 Mr. Houlet at SDC with reference to concerns about development at Castle Mills site.
- 8.3.3 SDC Planning Department on the subject of an apparent breach of planning conditions on a livery establishment at Compton Bishop Farm off Old Coach Road, Weare.
- 8.3.4 To all previous participant councils at the Joint Parishes Planning Forum inviting them to send representatives to a meeting.
- 8.4 It was RESOLVED that Cllr Parker should attend the appropriate SDC Development Control Committee meeting and speak on the council's behalf in the matter of development at Castle Mills.
- 8.5 It was RESOLVED that the clerk was asked to contact the Axbridge Town clerk and advise that the best way to ensure notification of planning concerns on parish borders would be to ensure attendance at Joint Parishes Planning Forum meetings.
- 8.6 There were no further reports from the Planning AG.
- 9. Highways Matters:**
- 9.1 Members noted the contents of an email from Cllr. Denbee on the matter of Community Infrastructure Levy (CIL) funding that might be available for Highways improvements at Cross Lane. The response had indicated no decisions about CIL funds had yet been made.
- 9.2 It was RESOLVED that the clerk contact Somerset Highways once again on the matter of the car-park/layby at Webbington Road below Crook Peak. Cllr Parker would draft a suitable letter mentioning the AONB.
- 9.3 It was RESOLVED that the clerk would contact Mr. Bob King of King Lifting concerning the parking of a large crane in the street opposite Moorland farm. This would be followed with a letter approved by council at the meeting.
- 10. Environmental Matters:**
- 10.1. This item was taken earlier on the agenda (see above).
- 10.2. It was RESOLVED that the council undertakes a survey of mature trees suitable for Tree Preservation Orders. The initial survey would be undertaken by two volunteers from the parish with sufficient expertise.
- 10.3. Members noted that the "*Connecting Somerset – superfast broadband*" programme had identified the Axbridge Exchange as being "under evaluation".
- 10.4. The police had responded to recent concerns about misuse of the Cross Quarry area and would respond to future calls using "101".
- 10.5. National Grid developments; Cllr Parker provided each councillor a full written report on the status of the project and other relevant information. A meeting, which Cllr Parker would attend on 20th August, had been convened to discuss the National Grid's Environmental Assessment process. The stage 4 consultation process starts in September, consultation meetings with both NG and SDC have been arranged.
- 10.6. It was noted that the Lawnmower Racing would take place on 24th August and that Cross Connections would be organising a Fun Day on 15th September.
- 10.7. Cllr Parker has been asked to provide an Environmental Impact Assessment on 'Private Water Supplies and Septic Tanks' in the parish, for the next round of NG consultations.
- 10.8. Cllr. Parker encouraged members to complete surveys from CPRE on their website and NPPF on the e-petition website.
- 10.9. AONB: Cllr Parker announce the next consultation on the AONB Management Plan for 2014 – 2019 which he will participate in. Two other AONB events – 'the Young Ranger Scheme' and 'Bees, Bats and Bugs' had been passed to Cross Connection who mailed the details to parishioners.

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10.10. It was RESOLVED that Cllr Parker should continue the work, with other councils, to engage and respond to the Hinkley C Connection Project in an attempt to gain underground or sub-sea connectivity

11. **.Correspondence** The clerk drew members' attention to an invitation to attend Axbridge Carnival Lunch on 21st September. No decision was taken as to who would attend.

13. **Date, time and place of next meeting:**

Wednesday 11th September 2013 at 19.30 at Cross Memorial Hall

SIGNED: *M. S. Campbell* CHAIRMAN DATE: *11/09/13*

There being no further business the meeting closed at 21.30

Minutes of Compton Bishop Annual Parish Council Meeting
held on September 11th 2013 at Cross Memorial Hall

Public Participation: *There were three members of the public present.*

Present: Parish Councillors, Campbell (Vice- Chairman), Mrs C. Woolley, R. Woolley, R. Parker, M Rolfe and Paul Passey (Parish Clerk). Mr. Ken Mace, a co-opted member of the Finance & General Purposes Advisory Group also attended.

1. **Apologies for absence:** Cllr. S. Passmore (Chairman) had sent apologies for absence. This was accepted.
2. **Approval of minutes:** The minutes of the meeting held on August 14th 2013 were approved and signed as a true record by Councillor Campbell as Vice-Chairman, chairing this meeting.
3. **Declarations of Interest:** There were none.
4. **Resignation of Cllr. A. Vickerstaff:** A letter of resignation from Cllr. Vickerstaff had been received between meetings and her decision to resign was accepted by council with regret. It was RESOLVED that the clerk should write a letter to her to thank her for her past efforts as councillor for the last two years. It was noted that the formalities for filling the vacancy had already been put in hand by the clerk. Members hoped to be able to co-opt a new councillor. It was noted that a replacement liaison representative would be required for the Springfield wildlife site. In view of Cllr. Vickerstaff no longer being available to take the chair under the current rotation arrangement, it was proposed by Cllr. Rolfe and seconded by Cllr. C. Woolley that Cllr Passmore be full-time Parish Council Chairman; this RESOLUTION was carried unanimously. It was proposed by Cllr. Parker and seconded by Cllr Rolfe that Cllr Campbell be full-time Vice Chairman of the council; this RESOLUTION was carried unanimously.
5. **Clerk's Report:** The clerk's report of actions taken between meetings was based upon the new Resolutions List. Clerk's actions had been added to the list prior to the meeting and colour-coded. Members approved this method of working. It was RESOLVED that clerk would be responsible for all future updates of the list. The clerk passed a copy of his signed 2013 Review Notes to the Chairman for retention. It was RESOLVED that the clerk should check with Neighbourhood Watch (Eddie Farley) if the police had ever provided "No Cold-Calling Zone" signs to that organisation.
6. **Matters arising from previous minutes:**
 - 6.1. Cllr. Parker noted that the Planning Recommendation sent to SDC in respect of Application 21/13/00012/SF in effect made no recommendation as the application had already been approved by SDC.
 - 6.2. He also reported that he had completed a survey of water supply and septic tanks in the parish.
 - 6.3. Thirdly he referred members to the statements made by Somerset County Council in various documents about its policy of verge cutting as it referred to Cross Lane. In particular there had been a statement that verges should be cut so as to create a refuge" for pedestrians.
7. **Finance Matters:**
 - 7.1. The financial reconciliation provided by the clerk was noted and approved.
 - 7.2. The reconciliation document also set out the money still available for expenditure from this financial year's (2013/14) income. Members agreed this format would be useful at future meetings. The difference between payment of a temporary clerk for 3 months and the full-time clerk's salary would be omitted from the calculation until an accurate figure was given by SDC within the 2014/15 precept settlement.
 - 7.3. It was RESOLVED to donate the sum of £250.00 to "Contact" magazine as in previous years. It was noted that Tim Baker's instructions for 2013 had been re-issued for his agreement on areas to be cut and the costs to be incurred.
 - 7.4. Grant Thornton, the External Auditor, had returned a satisfactory certificate, with a reminder to ensure all future documents are duly dated. There would be no fee payable as Compton Bishop's income and expenditure, being small, put it in a "no-payment" category. The clerk reported that the Notice to Electors was now displayed on all parish boards.
 - 7.5. There were no further financial reports from the clerk.
8. **Finance and General Purposes Advisory Group (F&GP AG)**
 - 8.1. The list of resolutions passed by council had been discussed and approved at item 5 above.
 - 8.2. The clerk reported that he now had a supply of window stickers to warn that the parish is a "No Cold-Calling Zone". These had been supplied by PC Wills. Further action was agreed at item 5 above.
 - 8.3. It was noted that the next relevant "Local Choices" meeting would be on 16th. October and the clerk would add this to the October agenda. Cllr Mrs Woolley stated that she might be able to attend.
 - 8.4. It RESOLVED that the F&GP AG would meet and decide a date for interviewing prospective parish clerks. The clerk would pass on all relevant paperwork to the Chair of F & GPAG.
 - 8.5. It was RESOLVED that in the event of the councillor vacancy not being filled by ballot, then an Extraordinary Parish Council meeting would be held on 2nd October.) for the purpose of co-opting a member and the Clerk would contact the Memorial Hall to discover availability.
 - 8.6. It was RESOLVED to adopt a contract for a temporary clerk as produced and recommended by the F&GP AG, subject to it including reference to the "chain of command" in effect that all instructions to the clerk are to be issued through the Chairman.
9. **Planning matters:**
 - 9.1. It was RESOLVED to approve the Planning Advisory Group's recommendations on Planning Application 21/13/00013/SP which dealt with reserved matters for an agricultural worker's dwelling at Cross Lane. The Clerk would inform Axbridge TC of the application.



- 9.2. It was RESOLVED to send a response to Mr Crowle (SDC), copied to Mr Houlet (SDC) in response to the former's recent email on the subject of enforcement issues at Compton Bishop Farm.
- 9.3. It was RESOLVED to contact SDC to ask for clarification on the matter of SDC refusing a "certificate of lawfulness" in respect of works at Harborne House.

10. Highways Matters:

- 10.1. It was RESOLVED to write to Mr Williams at Bristol Water to try to clarify both his company's and Somerset Highway's view of the increased traffic at Cross Lane as the new Cheddar Reservoir is under construction.

11. Environmental Matters:

- 11.1. Cllr. C. Woolley gave an update on the proposed repairs to the sluice gate at Bleadon. The situation appeared not to have changed over a period of 12 months. The discussions between the various parties were still ongoing. She was asked to continue to monitor this.
 - 11.2. The volunteer group listing trees of environmental value that might be worthy of preservation would begin its task in October. They would not encroach upon private land. Any Tree Preservation Order listing would be subject to ratification by Sedgemoor District Council.
 - 11.3. All PROW's and bridleways seemed to be passable. It was confirmed that Mr Ian Tabrett had been wished well after his recent stay in hospital and that he was now "out and about".
 - 11.4. The Coffin Lane Campaign Group was to seek evidence of historic use of land to the south side of Cross Lane hedgerow. Axbridge Town Council had declared its interest in this campaign. The next step would be to gauge support for the campaign in both parishes. It was RESOLVED to fund the printing of some questionnaires and the hire of the Parish Hall to support the campaign, to be funded from the Community Project Account. It was RESOLVED that the Clerk would arrange for questionnaires regarding the campaign to be inserted into the next Contact magazine. It was also RESOLVED to contact SCC on the safety issues that arise in Cross Lane and to seek a meeting as appropriate.
 - 11.5. It was noted that the recent Lawnmower Racing event had passed off relatively quietly; the prevailing wind had been away from the village. It was reported that residents in Lower Weare had been affected by the noise.
 - 11.6. There was discussion about bonfire nuisance. It was RESOLVED that the clerk make enquiries of SDC as to the legalities of bonfires in private gardens.
- 12. National Grid – Pylons and Hinkley "C":** Cllr. Parker reported that a number of meetings to discuss the final stage of public consultation which runs from 3rd September until 29th October. The impact of the proposed construction work would be significant. Members were encouraged to view the Parish website for more information. The clerk was asked to put copies of the relevant National Grid poster on the parish boards. Cllr. Parker suggested that it might be useful to call an Open Public Meeting to discuss the latest proposals. It was RESOLVED that should this be deemed necessary then the parish council would meet the costs hiring the Memorial Hall. Members expressed their thanks to Cllr. Parker for his hard work on these issues.
- 13. WWI commemorations:** Councillors agreed to give thought to what form of commemoration might be appropriate during 2014 to mark the 100th Anniversary of the start of WWI. Ideas would be received at the October meeting. It was noted that the last commemoration, sponsored by CBPC was the Trafalgar Tree which was planted in the Churchyard.
- 14. Correspondence:** Somerset Association of Local Councils was seeking photographs of community events for inclusion on its website. The clerk was asked to inform Cross Connections.
- 13. Date, time and place of next meeting:**

Wednesday 9th October 2013 at 19.30 at Cross Memorial Hall

SIGNED: CHAIRMAN ✓ DATE: 9 October 2013

There being no further business the meeting closed at 21.09

**Minutes of Compton Bishop Annual Parish Council Meeting
held on October 9th 2013 at Cross Memorial Hall**

Public Participation: There was one member of the public present, who had attended to hear and comment under item 10.2

Present: Parish Councillors, Cllr S. Passmore (Chairman), Mrs C. Woolley, R. Woolley, R. Parker, M Rolfe, and Paul Passey (Parish Clerk). Mr Ken Mace, a co-opted member of the Finance & General Purposes Advisory Group also attended.


1. **Apologies for absence:** Cllr Campbell (Vice-Chairman) had sent apologies for absence. These were accepted.
2. **Approval of minutes:** The minutes of the meeting held on September 11th 2013 were approved and signed as a true record by the Chairman.
3. **Declarations of Interest:** There were none.
4. **Resolution List:** The clerk had updated the list of resolutions passed by council and this had been circulated to all members. It was agreed that the layout of the list should enable members to track progress on issues beyond the initial action, to show for example the responses of other agencies to council correspondence. The clerk will amend accordingly. The clerk had received No Cold-Calling Zone stickers from PC Wills; Cllr Passmore reported that PC Wills also had signs for the village entrances and letters for all residents. These had yet to be received by the clerk; the letters and stickers would then be distributed with Contact magazine. The contract and job description for a new permanent clerk would be amended by Cllr Passmore in order to emphasise that all requests for the clerk to action should be made through the Chairman. Mrs Sandra Broadbent would be asked to sign the approved temporary clerk contract by the clerk as part of the forthcoming handover process.
5. **Matters arising from previous Minutes:**
 - 5.1. Cllr C Woolley had attended the Cheddar Valley Cluster Group Meeting on behalf of the council and had circulated her report to all councillors. She had further comments that she would email to members.
 - 5.2. Cllr Campbell had represented the council at the recent Kings of Wessex School Awards Evening and had felt it a worthwhile event.
 - 5.3. Cllr C. Woolley had raised the matter of WWI commemoration with Cross Connections but thus far had received no response. The clerk reported that this year there would be an Act of Remembrance at St Andrews Compton Bishop at 10.45 on 11th November with Axbridge Royal British Legion in attendance.
 - 5.4. It was RESOLVED that future agendas should include an item "To appoint council representatives at other events, meetings or groups".
 - 5.5. It was noted that Cllr Parker had completed and submitted a survey of water supplies and drainage to National Grid.
 - 5.6. It was noted that the Extraordinary General Meeting of the council mentioned in the previous minutes did not take place.

Note: It was RESOLVED to take item 10.2 on the agenda at this point in the meeting as Mr K. Glimstead was present and he had an interest in this item only and did not wish to stay for the full meeting.

10.2 Cllr Rolfe reported that a letter had been sent to Sedgemoor District Council in respect of land at the rear of the Webbington Hotel. Council had been informed of a decision by the developers to withdraw their application, and in view of the fact that works had been carried out there which SDC previously had stated would be covered by a planning application, SDC had been asked to explain what now should happen to the land.

Note: Members agreed to suspend the meeting at this point so that Mr Glimstead could address members. He explained that the application had been withdrawn because of certain objections and that at present the application was in abeyance. He was anxious that the council recognised his wish to be co-operative and informative about the application. The Chairman thanked him for coming to explain. The meeting was then re-convened.

6. **Exclusion:** The council RESOLVED to exclude Press and members of the public from item 7 on the agenda on the grounds that the business to be conducted was of a sensitive nature. This was duly arranged - Mr. Ken Mace left the room and returned after item 7 below.
7. **Co-option of a Parish Councillor:** The clerk reported that there had been 3 applicants to be considered for co-option to the council. Written material from each had been circulated to members prior to the meeting. It was RESOLVED that each candidate be invited to submit a CV and to make a presentation to council before the start of the November meeting. Each candidate would be given a 15 minute time slot starting at 18.30. Council would then make a decision and elect their chosen candidate within the full-meeting. The clerk would make the necessary arrangements.
8. **Finance Matters:**
 - 8.1. The financial reconciliation provided by the clerk was noted and approved, subject to councillors amending balances on their sheets to reflect a further sum of £50.00 approved previously as payment to Tim Baker for grass-cutting. Mr David Windmill, the council's Internal Accounts Examiner, had been made aware of the new layout of financial information for councillors.
 - 8.2. It was RESOLVED to pay invoices as follows: Cross Memorial Hall £74.00 (Hall hire) Calico £18.00 (website domain name).
 - 8.3. It was RESOLVED that all Advisory Groups of council provide estimates of their proposed expenditure in 2014/15 for consideration at the November meeting. The Finance & General Purposes Advisory Group would be considering a draft budget and Precept figure at its next meeting on 17th October and keeping in mind the need not to increase expenditure by more than the 2% limit set by the Government.
 - 8.4. The clerk reported that the Bank Mandate to change signatures on council cheques needs the signature of Cllr Campbell as chairman of the meeting at which the original decision was made.
9. **Finance and General Purposes Advisory Group (F&GP AG)**

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- 9.1. It was RESOLVED that Cllr Passmore would attend the meeting at SDC to discuss the Somerset Monitoring Officers Code of Conduct on 21st November.
- 9.2. It was RESOLVED that the clerk should obtain specific advice from SDC on the disposal of documents currently in the Memorial Hall cupboard. The issue of retention or disposal of planning documents which the councils now share electronically and the paper documents held by both SDC and the parish council needed resolution. Documents such as Minute Books might be archived at Somerset Heritage Centre.
- 9.3. It was RESOLVED that the F&GP AG would meet on 17th October and a procedure for appointing a new clerk would be decided as well as the draft precept bid and other items.
- 9.4. It was noted that Cllr C Woolley would attend a SCC "Local Choices" meeting on 16th October.
- 9.5. Any councillor intending to take part in any SALC course in the "Being a Better Councillor" programme or other courses should inform the clerk so a booking could be made.
- 9.6. Reference was made to the council's Task List and the need for councillors to update their roles periodically. It was RESOLVED that the clerk should begin the process of seeking quotations for the council's insurance needs for 2014/15.

10. Planning matters:

- 10.1. **Planning application number:**21/13/00011/STP **Proposal:** Use of land to site five mobile homes, five touring caravans and erection of five dayrooms and formation of access, for use by a gypsy family. **Location:** Land at, Yeo Bridge Farm, Crossmoor Drove, Axbridge, BS26 2D.
It was RESOLVED to recommend that SDC should refuse this application and to send copies to adjacent parishes.
- 10.2. This item had been dealt with earlier in the agenda.
- 10.3. Cllr Parker had attended a recent meeting of SDC Development Committee and reported that the development at Castle Mills to which the council had made objection had been refused permission by SDC. The land already developed was to be re-instated to its former state.

11. Highways Matters:

- 11.1. The Advisory Group would produce a letter to request better signage of the Public Right of Way between Axbridge and Cross, parallel to Cross Lane, as it was felt that many residents were unaware of its existence.
- 11.2. In response to a request to meet the Cheddar Reservoir 2 project manager regarding the impact on the A38/A371 junction, BW had offered a meeting with their consultants, ARUP, which is unacceptable. It was RESOLVED that the clerk should make contact again with Bristol Water and invite their project manager, Arup and Somerset Highways to attend a meeting on Cross Lane issues.
- 11.3. It was noted that SCC Highways had been asked to organise the trimming of hedgerows that obscure the speed restriction signs in Webbington Road in the area of Newtown and also asked how to arrange for a mobile speed camera on Old Coach Road to deter some of the excessive speeding noted recently.
- 11.4. SCC Highways had also been made aware of flooding problems that occur regularly in the Webbington Road.
- 11.5. It was RESOLVED that as the maize harvest had been completed by Alvis Brothers with very little mess on the highway, the clerk should write thanking the company for its diligence, but pointing out the damage to a verge.
- 11.6. The Chairman thanked the Highways Advisory Group for its work and asked that items for future agendas should be supplied to the clerk in good time for publication.

12. Environmental Matters:

- 12.1. Cllr Passmore was working on a village Emergency Plan and referred to a meeting she had attended in North Somerset on the Cabinet Office initiative on "Community Resilience". She gave notice that she would need to seek assistance from councillors who had a better knowledge of the community for detail in the Plan.
- 12.2. The appointment of a councillor to liaise with Dr Sarah Ayling on matters affecting the Springfield Wildlife Site would be an item on the November meeting agenda.
- 12.3. The "Coffin Lane Campaign Group" had issued a questionnaire to all parishioners through Contact magazine and the response had been very encouraging. Cllr John Denbee is aware of the campaign and had given a verbal commitment to Cllr Parker to register this project on the programme of work for Somerset Highways.
- 12.4. It was noted that a supply of free daffodil bulbs was expected from SDC.
- 12.5. It was RESOLVED that the village "Litter Pick" for 2014 would take place on Saturday 15th February 2014.
- 12.6. It was noted that there may be a problem for less-able walkers in negotiating the stile from Quarry House up to Cross Quarry. It was decided to delay investigation.
- 12.7. Cllr Parker had circulated an update on the National Grid pylons project and the substance of his response to the Stage 4 consultation to all councillors. He had arranged for a Consultation bus to be made available for the public and advertised an open meeting on 18th October to receive the views of the public. The final consultation response to the National Grid proposals ends on 29th October. It was RESOLVED that Cllr Parker would complete the response and submit to SDC and National Grid after receiving agreement from councillors.
- 12.8. Cllr C. Woolley pointed out that there were around 70 horses now grazing in the parish and that the increase of riders, their horses and their dogs on the highway gave rise to concern about safety of the humans, animals and motorists. It was RESOLVED that the clerk should ask SCC Highways for advice about extra signage in appropriate places.
- 12.9. Cllr Parker undertook to clear the Church Lane bus shelter of brambles and Cllr Rolfe would attach "dog-poop" signs to appropriate places in the parish.

- 13. Correspondence:** Chairman informed the meeting that Cllr Richard Parker is to receive a Somerset County Council Chairman's Award at a ceremony on 24th October following his nomination by the Parish Council.

Date, time and place of next meeting: Wednesday 13th November 2013 at 1930 at Cross Memorial Hall

SIGNED:

.....*Passmore*.....CHAIRMAN

DATE: 13 Nov 13

There being no further business the meeting closed at 2127

Minutes of Compton Bishop Parish Council Meeting
held on November 13th 2013 at Cross Memorial Hall

Public Participation: *There were four members of the public present.*

Present: Parish Councillors, Cllr S. Passmore (Chairman), Cllr Campbell (Vice-Chairman), Mrs C. Woolley, R. Woolley, R. Parker, M Rolfe, and Paul Passey (Parish Clerk) and, after agenda item 5, Cllr Ken Mace as a councillor, co-opted by ballot of existing councillors.

1. **Apologies for absence:** There were none.
2. **Approval of minutes:** The minutes of the meeting held on October 9th 2013 were approved and signed as a true record by the Chairman.
3. **Declarations of Interest:** There were none.
4. **Co-option of a Parish Councillor:** Before moving to ballot for a new councillor members RESOLVED to exclude members of the public, including 2 candidates, due to the sensitivity of the business to be conducted. After brief discussion, the clerk conducted an anonymous, secret ballot, which resulted in Mr. Ken Mace being elected as a Parish Councillor. Members of the public then returned to the meeting. Mr Terry Mason was thanked for his interest and application and invited to serve in the capacity of a co-opted member of the council's Highways Advisory Group. This he agreed to do. It was RESOLVED that Mr Martin Hodgson, who could not attend for interview, would be invited to the December meeting and also to join an Advisory Group by the Clerk.
5. **Welcome of new councillor:** The Chairman welcomed Mr. Mace as a new councillor and the clerk received and witnessed his Declaration of Office. Cllr. Mace was asked to complete a Register of Interests form for onward transmission to SDC.
6. **Resolutions List:** This had been provided to councillors prior to the meeting; showing all resolutions from the October meeting. All had received a similar list from the September meeting and the clerk queried the eventual unwieldiness if all sequential resolutions are to be sent to councillors prior to each meeting. The clerk held a complete list for reference purposes. Members felt that they all should all have a complete list in Excel format, not in a Word table format. This the clerk would provide after the meeting. All relevant resolutions had been carried out – with the exception of accurate premiums for council insurance from June 2014 onwards.
7. **Matters arising from previous minutes:**
 - 7.1. October Minute 9.2 – Cllr. Parker informed members that he had in his possession all the minute books from 1998 to 2007 and would scan them for reference purposes before transferring the books to Somerset County Archive for safe-keeping. He would also check if they held the pre-1998 minute books. In the light of advice from SDC all Planning documents and others could be disposed of, subject to the councils own policy on retention. It was RESOLVED that all such obsolete documents be transferred to the Cheddar Recycling Paperbank.
 - 7.2. October Minute 12.9 – members were informed that the Church Lane bus shelter had been cleared of brambles.
 - 7.3. October Minute 13 – It was RESOLVED that sets of approved minutes and agendas of meetings be sent to all co-opted members of Advisory Groups.
8. **Finance Matters:**
 - 8.1. The financial reconciliation provided by the clerk was noted and approved.
 - 8.2. It was RESOLVED to pay invoices as follows:
 - To Richard Parker as re-imburement of his payment to Spanglefish for hosting the council's website - £24.95.
 - To P. Passey £75.00 for use of a home office, part of his contracted payments, for 9 months of year 2013-14.
 - 8.3. It was RESOLVED that the clerk should request SDC to pay with his salary the sum of £110.00 being travel allowance to the end of financial year 2013-14.
 - 8.4. The clerk reported that enquiries about possible insurance premiums for 2014-15 had resulted in Came & Co. declining to quote, AON indicating that the cost would be "much the same as the current year" and Zurich was still working on an estimate.
 - 8.5. The clerk had provided a prediction of expenditure to 31/03/14 and set it against the sums allocated when producing the 2013/14 budget and precept bid. This was accepted, but its limitations were recognised, particularly in respect of the clerking costs. The employment of a Temporary Clerk for 3 months at 20 hours per month and the 1% salary increase from April 2013 for the present clerk and an increase in hours during the year would result in an adjustment being taken from the 2014-15 precept. The exact figure was not yet known.
 - 8.6. It was RESOLVED that Cllr. Rolfe would write a grass-cutting schedule against which he would ask Tim Baker to give a quotation before a formal contract was prepared.
9. **Finance and General Purposes Advisory Group (F&GP AG):** The Advisory Group had met on 17th October and a set of notes produced. The final report had not been circulated to all councillors, although Advisory Group members had seen it by email on 17th October and had been invited to comment. The Chairman gave a summary of the report and undertook to circulate after this meeting.
 - 9.1. Members discussed the setting of a precept figure against budget headings. It was RESOLVED that a sum of £200 be included in the final budget headings to meet legitimate expenses incurred by councillors whilst on council business; the F&GP Advisory Group would recommend a procedure to be followed to enable councillors to make any such claims. A precept bid was to be agreed at the December meeting and then submitted to SDC by Clerk.
 - 9.2. Members were made aware that interviews for the post of Parish Clerk to start 1st April 2014 would be held on 19th November. The two candidates were observers at the meeting as members of the public.
 - 9.3. There had been no changes to the council's "Task List".
 - 9.4. It was RESOLVED that the clerk should arrange for "No Cold Calling Zone" stickers and leaflets to be distributed through the "Contact" magazine delivery system. It was reported that the signs provided by PC Wills had been

erected by him at 3 points at village entrances. It was RESOLVED that the clerk should write and thank him for his efforts.

10. Planning matters:

10.1. Planning application number: 49/13/00018/STP **Proposal:** Change of use of land from agricultural to equestrian use, including retention of conversion of part livestock building to stables for use by no more than 10 horses, partly for own use and for livery accommodation. **Location:** Land and Property at, Compton Bishop Farm, Lower Weare, Axbridge, BS26 2JA

It was RESOLVED that, with some amendments in its structure and emphasis, the report and recommendations produced by the Planning Advisory Group, should be sent by the clerk to SDC; the final document would be produced by Cllr. Rolfe. There were 3 absentions - Cllr Passmore because she had proposed the amendment. Cllr Mace because he was not present during debate and Cllr R Woolley

Note: Cllr. Mace left the meeting at 20.42 but returned at 20.50

10.2. Other planning reports: The following matters were dealt with:

10.2.1. It was RESOLVED that a letter produced by the Planning Advisory Group concerning the apparent disregard for the necessary vision splay at the proposed agricultural dwelling at Cross Lane, should be sent to Cllr. J. Denbee. This would be sent to him in his capacity as County Councillor, whose Highways Officers had been involved in the application and as District Councillor, since SDC had now approved the application, despite concerns over vision splay at the access.

10.2.2. It was RESOLVED to request that SDC include Compton Bishop Parish Council specifically on its list of consultees for developments in neighbouring parishes that may affect the local infrastructure. Copies would also be sent to the members of the former Local Parishes Planning Forum.

10.2.3. Cllr. Rolfe reminded members that SDC had asked the owner of land behind the Webbington Hotel to submit a Planning Application before 19th November, or an Enforcement Order would be issued with a view to ensuring the site is fully re-instated.

10.2.4. It was RESOLVED that the clerk contact SDC once more and ask about the status of works being carried out at "Harborne House" Compton Bishop.

11. Highways Matters:

11.1. Joint meeting with Bristol Water and Arup: Members were told that information provided by Bristol Water and their consultant engineers (Arup) at a meeting held on 12th November had proved most useful in respect of increased traffic on A371/A38. As part of the planning application process it was expected that more predictive data about traffic flows at the crossroads in 2020 will be forthcoming.

11.2. It was RESOLVED that the clerk should ask if SCC Highways is willing to budget for "Danger Horses on Road" style signage in 2014/15. It was felt that perhaps 3 signs would be needed for the parish.

11.3. Further Highways Reports:

11.3.1. It was RESOLVED that the clerk should discover which organisation would operate a mobile speed camera in the parish, such as were once operated by the Somerset Road Safety Partnership.

11.3.2. It was RESOLVED that the clerk would once again contact SCC Highways about the inadequate drainage in Webbington Road; the advisory group would produce the letter.

11.3.3. The clerk was asked to make SCC Highways aware that the drainage at the end of Bourton Lane still appeared to be unsatisfactory.

12. Environmental Matters:

12.1. Councillor Parker had circulated a report to Councillors, on Hinkley 'C' Connection. CBPC was represented at SDC's full council meeting which endorsed their officer's report and delegated authority to their officer to complete their submission. Cllr Parker reported that SDC was commenting on the process of the Stage 4 consultation and excluded any comment on the failure of NG to adequately consider sub-sea or full undergrounding. SDC's concern was related to mitigation measures. Technical documents provided by Parish Councils had not been circulated to SDC members. Local Parish Councils made their view that the consultation, as a whole, was not fit for purpose. CBPC's response had been sent to SDC, SCC, NG and the Planning Inspectorate and Tessa Munt MP. The next stages of consultation were outlined. It was RESOLVED that Cllr Parker continues with delegated responsibilities to continue with the consultation process.

12.2. Councillors were reminded that bulbs provided by SDC were available for planting in public spaces. Cllr Parker had the supply.

12.3. A sub-group of the "Coffin Lane Campaign Group" had met before the Parish Council meeting. Amongst those present was the local representative of SusTrans, Mr David Parkin from Axbridge and Ann-Marie Wood, a civil engineer. It was RESOLVED that Cllr Parker might spend up to the sum of £50 to support this campaign group; the sum to be reimbursed from the Community Project Fund, not from the "current account". There has been a 27% response to a questionnaire circulated in the parish and an encouraging response from a recent campaign in Axbridge with. "User Evidence" forms are being returned with strong historical evidence of use.

12.4. The date of the Spring Litter pick, 15th February 2014 meeting at Cross Hall at 10.00 a.m., had been advertised in "Contact". The clerk would contact SDC to arrange provision of equipment and collection of rubbish at the end of the exercise.

12.5. Wildlife Site. A tree, in an adjacent household, has blown down and lies across the pond which has some damage. SDC are in contact with the owner who is awaiting instructions from their insurance company.

12.6. Footpaths : AX15/2 and AX15/3 has a fallen branch to the side of the footpath. It is not an immediate danger to pedestrians. The SCC Footpaths Officer has been notified. Cllr Parker to contact the landowner. AX15/1 has been reported, by the National Trust, as having a very dangerous stile and steps as a result of the recent groundwork and new access provision. NT has notified the Footpaths Officer.

12.7. Google Maps, used in Sat Nav's, has corrected an error which defined Cross Moor Drove as the main route from Cross to the A38. This was reported in March 2013.

13. Representation:

13.1. Four members of the Planning Advisory Group to attend Development Planning Training at SDC on 19th November.

13.2. Cllrs Passmore and Mace to attend an SDC Somerset Monitoring Officers Code of Practice Training session on 21st November.

13.3. Cllr. Rolfe would be the Liaison Councillor for the Springfield Wildlife Site.

14. Local Choices: Cllr. C. Woolley gave a summary of a "Local Choices" meeting she had attended on 16th October. A copy would be forwarded by the clerk as soon as possible.

15. WWI commemoration: This item will be on the December meeting's agenda.

16. Correspondence:

16.1. Members were aware that 20kg bags of road-salt may be collected from Dunball Depot and Cllrs. Rolfe and Parker agreed to collect 10 bags. The clerk would provide a letter declaring their *bona fides* as councillors of the parish.

16.2. A letter and photographs had been received from a young member of the parish, who had concerns about the irresponsible disposal of dog-mess in bags along the path to Cross Quarry. The clerk was asked to respond.

Date, time and place of next meeting: Wednesday 11th December 2013 at 1930 at Cross Memorial Hall

SIGNED:

.....*Passmore*.....CHAIRMAN DATE: 11 Dec 2013

There being no further business the meeting closed at 21.46.

**Draft for Approval Minutes of Compton Bishop Parish Council Meeting
held on December 11th 2013 at Cross Memorial Hall**

Public Participation: *There were three members of the public present.*

Present: Parish Councillors; Cllr S.M. Passmore (Chairman), Cllr A. Campbell (Vice-Chairman), Mrs C. Woolley, R. Woolley, R. Parker and K. Mace. Sandra Broadbent (Temporary Parish Clerk).

1. **Apologies for absence:** Apologies were accepted from Cllr Rolfe.
(Chairman opened the meeting at 1937 after a member of the public spoke about a planning issue)
2. **Approval of minutes:** The minutes of the meeting held on November 13th 2013 were approved and signed as a true record by the Chairman.
3. **Declarations of Interest:** There were none.
(Chairman closed the meeting at 1938 to allow a parishioner to address Council on item 9.1.)
9. **Highways Matters:**
 - 9.1 Clerk instructed to minute the concern that a parishioner raised over a rude farmer and a perceived "anti-horse" campaign in the village.
(Chairman re-opened the meeting at 1945)
4. **To note any changes to the Resolution List:** The Excel resolutions list had been circulated before the meeting. Cllr Parker circulated a revised Word version for discussion at the meeting as the current Excel format was not considered user-friendly. The clerk went through all the outstanding resolutions and noted responses and any further actions required.
 - 4.1 Clerk was instructed to seek final quotations for council insurance for 2014-15 in Feb 2014 from the two companies who had provided provisional figures.
5. **To consider matters arising from previous minutes:**
 - 5.1 Cllr Caroline Woolley noted that the official report on the Local Choices Event held on Wednesday 16th October 2013 was available. It contained nothing on the Community Warden Scheme but this was being pursued separately with SCC.
6. **Finance Matter:**
 - 6.1 There was no financial reconciliation provided by the temporary clerk. Cllr Passmore requested that the November and December accounts be combined and reported at the January meeting once the bank statements were available.
 - 6.2 There were no invoices to be approved as no post had been received.
 - 6.3 Cllr Parker is now a signatory on Parish Council cheques. It was agreed that the clerk would inform HSBC in writing of the name and address of the new clerk from 1 April 2014, as soon as the details were known.
 - 6.4 There were no further financial reports.
(The Chairman asked the public to leave at 2007 as the next items on the agenda were of a sensitive nature)
7. **Reports or recommendations from Finance and General Purposes Advisory Group:** The F&GP AG had met twice in November and a report had been circulated.
 - 7.1 Two candidates for appointment as Parish Clerk were interviewed on 19th November 2013. Cllr Passmore outlined the procedure used and proposed salary scale for the new clerk; the AG proposed that Mrs Ann-marie Wood be offered the post subject to receipt of satisfactory references. Council approved these proposals by RESOLUTION. The clerk was instructed to write to both candidates indicating Council decision.
 - 7.2 Cllr Passmore presented the budget for 2014-15 and proposed that the precept bid be set at £6,280. The Clerk was requested to action the precept bid by 11th January 2014. Council approved the proposals by RESOLUTION.
 - 7.3 The Chairman proposed that Cllr Ken Mace join F&GP Advisory Group and this was RESOLVED unanimously.
 - 7.4 The Chairman proposed that Mr Terry Mason be co-opted to the Highways Advisory Group. Cllr Parker would meet with Mr Martin Hodgson to invite him to join the Environment Advisory Group. Council RESOLVED to accept these proposals.
 - 7.5 Nomination for new Clerk approved at 7.1.
 - 7.6 Cllr Passmore discussed the new SALC website. It was RESOLVED that the password to the SALC website be made available to the Chairman, Vice-Chairman, the Parish Clerk and the leaders of the four Advisory Groups. The Clerk would check dates of Parish Clerk and new Councillor courses in this financial year.
 - 7.7 Cllr Parker reported that he would scan all the available archived minutes. Records before 1990 were not held but he would trace these through the Records Office.
(The Chairman re-opened the meeting at 2012)
8. **Planning Matters:**
 - 8.1 Cllr Parker mentioned the plans for the second Cheddar Reservoir and noted that the proposals had been circulated to all householders.
 - 8.2 There were no new planning applications for discussion.
9. **Highway Matters:** The Advisory Group had met on 19th November 2013 and notes had been circulated.
 - 9.1 AG Member Terry Mason would enquire if the British Horse Society would contribute to the 'Horses on the Road' signs.
 - 9.2 It was agreed to ask SCC Highways to attend to the overgrown hedges on Webbington Road on both sides between Bramble Farm and Big Tree Stores.
 - 9.3 Highways AG requested an amount of £200 for 2014-15 to cover the cost of renovations to the bus shelters and benches; this had been included in the draft budget. A notice seeking volunteers to help with parish maintenance is to be placed on the website and parish noticeboards; the insurance cover would be investigated. Cllr Woolley reported that renovation of the PC noticeboard opposite the White Hart Inn was in hand and that a new noticeboard had been erected at Church Lane.
 - 9.4 The drainage problems at the junction of Bourton Lane and Webbington Road will be dealt with by SCC Highways by jetting in the New Year.

J.1

10. **Environmental matters:** Cllr Parker would collect data on peak volumes of traffic and speeding along Old Coach Road and analyse the SID data to support the request for deployment of a Mobile Safety Camera.
- 10.1 Cllr Parker had circulated a report to councillors on Hinkley Point C and pylons. SDCs Hinkley C team had requested a meeting on 18th December 2013, with representatives from Compton Bishop, Mark, Badgworth and Bridgwater Without PCs to discuss mitigation measures. The meeting would receive an update from SDC on their discussions with National Grid on what mitigation might be available to PCs. Cllr Parker would represent CBPC at this meeting.
- 10.2 **Coffin Lane Campaign:** The responses to the questionnaires, petition and user evidence forms demonstrate good support for the project. The next meeting will be in January. There has been no response from Cllr Denbee requesting a meeting.
- 10.3 **Local Flood Risk Management Strategy Consultation:** Cllr Parker submitted a copy of the proposed response and synopsis outline of the consultation. Council RESOLVED to accept his proposals as the CBPC response.
- 10.4 **Wild Life Site:** Sedgemoor DC had been informed, by the clerk, of the damage to the pond by a fallen tree. The owners of the adjacent property are responsible for the repair work. SDC are working with the owners.
- 10.5 Cllr Parker hoped to produce a document describing the changing shape of our villages, farming businesses, leisure and countryside for the next meeting. He also mentioned a scam when water testing kits had been delivered in some parts of the parish. The police had been informed as the kits had been left by a water softening company. Cllr Passmore thanked Cllr Parker for producing a detailed environmental report.
11. **Representation:**
- 11.1 Cheddar Valley Cluster Group meeting – 23rd January 2014. Attendance by the Chairman and any others depending on the agenda items.
- 11.2 Axbridge TC Event Sunday 2nd March 2014 – Chairman invited to attend.
- 11.3 Memorial Hall Committee meeting – 8th January 2014 – Cllr Passmore to attend as PC representative.
- 11.4 The Hall Booking Secretary had requested that the March PC meeting be moved if possible as The Axbridge Archaeological and Local History Club wish to make a booking for 12th March 2014. Clerk instructed to confirm the PC Meeting would be held on Tuesday 11th March at 2000, on this occasion only.
- 11.5 Councillor Passmore reported that she and Cllr Mace were not allowed to attend the Code of Conduct training at SDC as our Code was based on the NALC model.
12. **WWI commemoration:** Council agreed to participate in the project to commemorate those local men who had served and that Cllr Parker would continue to liaise with the Axbridge organisers.
13. **Correspondence:**
- 13.1 Council noted the report from Sarah Ayling on matters concerning Springfield Wildlife Site Autumn/Winter 2013. Dr Ayling had sent a copy to Contact.
- 13.2 Cllr Parker would include the Somerset Road Safety initiative to provide free motorway lessons for young and newly qualified drivers in the next issue of Contact.
14. **Date, time and place of next meeting:** Wednesday 8th January 2014 at 1930 at Cross Memorial Hall.

SIGNED:

.....*J Passmore*.....CHAIRMAN DATE: *8 Jan 2014*

There being no further business the meeting closed at 2110