

Minutes of Compton Bishop Parish Council Meeting
held on 14 January 2015 at Cross Memorial Hall

Public Participation: Kerri Sweeting, Richard Brinson, Steve Brinson, Janet Brinson, Delia McCarthy

Present: Cllr A Campbell (Chair), Cllr R Woolley, Cllr M Rolfe, Cllr C Woolley.

1. **Apologies for absence:** Cllr K Mace (Vice Chair) prior engagement, Cllr R Parker arrived at 8.28pm due to a prior engagement.
2. **Approval of minutes:** The minutes of the previous meeting held on 10 December 2014 were previously circulated to all Councillors. These were approved by those present and signed as a true record of the meeting by the Chair.
3. **Declarations of interest:** There were none.
4. **Changes to Resolution List:** The updated resolution list was circulated via email before the meeting. This was agreed by all those present.
5. **Matters Arising from the 12 November 2014 Minutes:** The Clerk noted that the mandate had now been completed, signed and returned to the Bank by Cllr M Rolfe to facilitate the change in address for statements and sample signatories.

The Chair asked Mr and Mrs Brinson if they would like item 8.1 brought forward, Mr & Mrs Brinson accepted; it was RESOLVED to take agenda item 8.1 at this point.

8.1 Cllr M Rolfe outlined the response to Planning application 21.14.00019 Change of use of former telephone exchange, the draft response in support of the application had previously been circulated to all councillors. It was RESOLVED to approve the response and the Clerk to return to SDC Planning.

The Chair asked Mrs McCarthy if she would like items 9.1 and 9.2 brought forward, Mrs McCarthy accepted. It was RESOLVED to take agenda items 9.1 and 9.2 at this point.

9.1 Cllr R Woolley explained the Highways Advisory Group (HAG) were looking to garner police support for the proposed parking restrictions on Old Coach Road and speed restrictions on Webbington Road. The Clerk is trying to arrange a meeting between the Local Beat Officer and the HAG / CBPC, Cllr R Woolley outlined a list of questions HAG has prepared for the New Local Beat Officer, it was also noted that at the present time there had still been no response from County Highways with regards to the reduction of the speed limit on Webbington Road.

The Chair closed the meeting at 19.48 to allow Mrs McCarthy to update the council with regards to a recent accident on Webbington Road and her communications with County Highways team. The meeting re-opened at 19.50.

6. Finance Matters & Clerks Report:

6.1 The Clerk had previously circulated the bank reconciliations to 12 January 2015 via email before the meeting. It was RESOLVED to approve the current bank reconciliations.

6.2 There were no invoices to hand for payment.

6.3 The Clerks Report had been circulated via email before the meeting and was agreed by all those present. It was RESOLVED to accept the Clerks Report.

6.4 Cllr R Woolley proposed Cllr T Mason onto the HAG, this was seconded by Cllr C Woolley, it was RESOLVED that Cllr T Mason join the HAG.

6.5 Cllr A Campbell advised that Dick Tyas has kindly agreed to undertake the role of internal Auditor for the Council as David Windmill is no longer able to carry out this role. All councillors made note of thanks to David Windmill for all his hard work and advice, it was RESOLVED that the Clerk should prepare a letter of thanks to David on behalf of the Council.

7. Reports or recommendations from Finance and General Purposes Advisory Group

7.1 No F&GPAG Report had been circulated as there was no group meeting in December.

7.2 Cllr A Campbell advised that the precept bid was in hand, as agreed at the December meeting of CBPC and would be formally returned within the next week.

8. Planning Matters

8.1 See Above.

8.2 Cllr M Rolfe had previously circulated the PAG report via email before the meeting and this was agreed by those present

8.2.1 Cllr M Rolfe advised that SDC Planning has requested support from Parish Council in their objection to the change of use of Cleevehead Farm, it was RESOLVED that CBPC should support this objection and a statement of support will be sent to SDC Planning.

SIGNED Kelisa Campbell CHAIRMAN

DATE 11/2/15

Page 1 of 7

8.2.2 Cllr M Rolfe had previously circulated a draft response to SDC Planning depart response to the Stage 1 complaint from CBPC, the response was agreed by all present and it was RESOLVED to sent this response to SDC Planning. Thanks were given to the PAG for all their hard work in preparing the response.

9. Highway Matters

9.1 See above

9.2 See above

10. Environmental Matters

It was RESOLVED to take item 10 at the end of the meeting after item 14 to allow Cllr R Parker time to arrive.

11. Communications

11.1 There were none.

11.2 Noted

12. Social

Cllr C Woolley had previously circulated the Social report via email before the meeting and this was agreed by those present.

13. Representation

13.1 To receive any reports on past representation or dates of future events – there were none.

13.2 Cllr C Woolley has agreed to attend the next Cheddar Valley Cluster Group Meeting.

13.3 Cllr A Campbell proposed, Cllr M Rolfe seconded Cllr T Mason, as the CBPC representative for Cross Memorial Hall Committee, it was RESOLVED that Cllr T Mason will be the new representative.

14. Correspondence

14.1 There was none.

14.2 Cllr Campbell reminded all councillors to only include the Clerk in email correspondence that needed action by her.

10. Environmental Matters

10.1 Cllr R Parker had previously circulated his report for Hinkley C, EDF and the Pylons via email before the meeting and this was agreed by those present.

Cllr R Parker noted that there was a great deal of work to go through at the present time and therefore he would not be responding to emails for three days per week for the foreseeable future. This was agreed by all present.

10.2 The proposal for a safe refuge on the A38 in conjunction with the Coffin Lane Campaign has been submitted by Cllr J Denbee.

10.3 A benefactor has offered an interest free loan of up to £600 this being the cost of fencing on Clements Corner to allow progress with the Coffin Lane Campaign to continue, Cllr R Parker proposed that the council reimburse this funding. It was agreed by all present and was RESOLVED that the funding be reimbursed when the legal formalities were completed.

10.4 It was noted that at present there has still be no action with regards to footpath AX15:1, Cllr R Parker has passed on all correspondence from resident to Cllr J Denby.

15. Date of Next Meeting

Wednesday 11 February 2015 at 19.30, Cross Memorial Hall.

There being no further business the meeting closed at 20.53.

SIGNED: Mason Campbell CHAIRMAN

DATE: 11/2/15

Page 2 of 2

**Minutes of the Extraordinary Meeting of
Compton Bishop Parish Council
Held at 10.00 on Wednesday 4 February 2015
at Cross Memorial Hall**

Public Participation: There were no members of the public present.

Present: Parish Councillors A Campbell (Chairman), K Mace (Vice-Chairman), R. Woolley, M Rolfe, R Parker and C Woolley.

1 **Apologies for Absence:** There were none

2 **Declarations of Interest:** Cllr Parker declared an interest ref 3.1

3 **Planning Matters**

3.1 **Planning Application Ref: 21.15.0001/CJA Annexe, Wavering Down Farm, Webbington Road, Compton Bishop, Axbridge, BS26 2EL.**

The Planning Advisory Group had previously circulated their recommended response and CBPC Resolved not to object to the application. Cllr Parker abstained.

3.2 **Planning Application Ref: 21.15.00002 DRT The Cottage, Kennel Lane, Webbington, Axbridge, BS26 2HS.**

The Planning Advisory Group had previously circulated their recommended response and CBPC Resolved unanimously to object to the application for the reasons as set out in the response to be submitted to SDC.

3.3 **Planning Application Ref: 21.15.00003 DRT The Cottage, Kennel Lane, Webbington, Axbridge, BS26 2HS.**

The Planning Advisory Group had previously circulated their recommended response and CBPC Resolved unanimously to object to the application for the reasons as set out in the response to be submitted to SDC.

There being no further business, the meeting closed at 10.05.

Date, time and place of next meeting: Wednesday 11th February 2015 at 19.30 at Cross Memorial Hall.

Signed *Alicia Campbell* Chairman

Date *11/2/15*

**Minutes of Compton Bishop Parish Council Meeting
held on 11 February 2015 at Cross Memorial Hall**

Public Participation: Mr Coates

Present: Cllr A Campbell (Chair), Cllr K Mace (Vice Chair) Cllr R Woolley, Cllr M Rolfe, Cllr C Woolley, Cllr R Parker

1. **Apologies for absence:** Cllr T Mason prior engagement.
2. **Approval of minutes:** The minutes of the previous meeting held on 14 January 2015 and the Extraordinary meeting held on 4 February 2015 were previously circulated to all Councillors. These were approved by those present and signed as a true record of the meeting by the Chair.
3. **Declarations of Interest:** Cllr C Woolley declared a personal interest in item 8.1.
4. **Changes to Resolution List:** The updated resolution list was circulated via email before the meeting. Cllr R Woolley requested that resolution reference 2014/11/12/9.2.2 now be closed as the letter had not been sent as the subsequent article printed in the Cheddar Valley Gazette covered all the points raised. It was RESOLVED to close the original resolution.
5. **Matters Arising from the 4 January 2015 Minutes:** The Clerk noted that although the mandate had now been completed, signed and returned to the Bank by Cllr M Rolfe to facilitate the change in address for statements and sample signatories, the bank had written to the previous clerk to say that they were not able to progress the request despite having confirmed the mandate was correct. It was RESOLVED to allow the Clerk to research an alternative Bank.

The Chair asked Mr Coates if he would like item 8.1 brought forward, Mr Coates accepted; it was RESOLVED to take agenda item 8.1 at this point.

The Chair closed the meeting at 7.44 to allow Mr Coates to speak; the meeting was reopened at 7.47.

8.1 Cllr M Rolfe outlined alternative responses to either object or not object to Planning application 21.15.0004.DRT; erection of an extension at Rackley Farm Cottage, Rackley Lane, Compton Bishop. It was RESOLVED by a majority of 4 to 2, to approve the 'no objection' response and for the Clerk to send Council decision to SDC Planning.

6. Finance Matters & Clerks Report:

6.1 The Clerk had previously circulated the bank reconciliations to 11 February 2015 via email before the meeting. It was RESOLVED to approve the current bank reconciliations.

6.2 There were no invoices to hand for payment.

6.3 Item deferred until March 2015 Meeting.

6.4 It was RESOLVED to approve the payment of the clerks working expenses of £25.

6.5 The Clerk noted that the Annual Parish Open Meeting was approaching (April 2015), and suggested that preparations should now start. It was RESOLVED that the Clerk should begin preparations (and book Cross Memorial Hall) and that Advisory Group Leaders should start preparing presentations.

6.6 The Clerk's report was received and noted.

7. Reports or recommendations from Finance and General Purposes Advisory Group

7.1 It was RESOLVED to take advice from SALC with regards to information published on the Parish Website.

7.2 It was agreed that the Council Workload list should be updated to take into account changes in Parish Councillors.

7.3 It was RESOLVED that the Clerk should start the process for the annual insurance renewal.

7.4 The Clerk was requested to leave the meeting while salary settlement was discussed. It was RESOLVED to approve the Clerk's salary settlement in line with Government guidance.

7.5 Cllr K Mace had previously circulated the F&GPAG report via email before the meeting and this was agreed by those present

8. Planning Matters

8.1 See Above.

8.2 Cllr M Rolfe had previously circulated the PAG report via email before the meeting and this was agreed by those present

9. Highway Matters

9.1 Cllr R Woolley outlined the details of the HAG meeting with PC Tracey Stiles. The extension of the 30mph limit on Webbington Road had been discussed at the meeting and it was RESOLVED that the Clerk should write to Somerset County Council to pursue this matter further.

9.2 Cllr R Woolley had previously circulated the HAG report via email before the meeting and this was agreed by those present.

10. Environmental Matters

10.1 Cllr R Parker had previously circulated his report for Hinkley C, EDF and the Pylons via email before the meeting and this was endorsed by those present.

10.2 Cllr R Parker had previously circulated his report for Coffin Lane Campaign via email before the meeting and this was endorsed by those present.

10.3 It was agreed that the Annual Litter Pick should be held on 28 February 2015, Cllr R Parker agreed to put up posters requesting volunteer assistance, and to prepare the usual Risk Assessment.

10.4 There were none.

11. Communications

11.1 There were none.

12. Social

Cllr C Woolley had previously circulated the Social report via email before the meeting and this was noted by those present.

13. Representation

13.1 The following attendance was noted.

Cllr R Woolley will be attending the CVCG meeting on 26 February 2015

Cllr R Parker will be attending the Coffin Lane meeting on 17 February 2015

Cllr R Parker will be attending the presentation of Hinckley C at Sedgemoor District Council on 23 February 2015

Cllr R Parker will be attending the National Grid Planning meetings on 17 & 18 March 2015

14. Correspondence

14.1 There was none.

15. Date of Next Meeting

Wednesday 11 March 2015 at 19.30, Cross Memorial Hall.

There being no further business the meeting closed at 21.05.

**Minutes of the Extraordinary Compton Bishop Parish Council Meeting
held on 27 February 2015 at Cross Memorial Hall**

Public Present: Mark Amesbury, Paul Martin

Present: Cllr K Mace (Vice Chair), Cllr R Woolley, Cllr M Rolfe, Cllr C Woolley, Cllr T Mason, Cllr R Parker.

1. **Apologies for absence:** Cllr A Campbell.

2. **Declarations of interest:** There were none.

The Chair asked the members of the public if they wished to speak.

The meeting was closed at 10.02 hrs to allow Mr Martin to address The Council.

The meeting was re-opened at 10.05 hrs.

3. **Planning Matters:** Cllr M Rolfe outlined the response to Planning application 21.15.0000621.14.00019 for the change of use, conversion and extension of kennel lodges, slaughterhouse and stables to 3 dwellings, erection of garages and carports and change of use of ancillary exercise yards and paddock (part of field no. 1634) into garden for residential use and access.

The draft response, in support of the application, had previously been circulated to all councillors on 25th March 2015. It was agreed to defer the issue of traffic and safety at the Webbington Road junction to SCC Highways.

It was RESOLVED by a majority of 5 with 1 abstention to support the application which complies with Compton Bishop's VDS with a design which retains the character and heritage of important buildings..

There being no further business the meeting closed at 10.12.

Signed

Alliance Campbell

Chairman

Date

11/3/15

Minutes of Compton Bishop Parish Council Meeting
held on 11 March 2015 at Cross Memorial Hall

Public Participation: Mrs Delia McCarthy, Mr Andrew Brownlow

Present: Cllr A Campbell (Chair), Cllr K Mace (Vice Chair), Cllr R Woolley, Cllr M Rolfe, Cllr C Woolley, Cllr R Parker

1. **Apologies for absence:** Cllr T Mason arrived at 19.36 (prior engagement).
2. **Approval of minutes:** The minutes of the previous meeting held on 11 February 2015 and the extraordinary meeting held on 27 February 2015 were previously circulated to all Councillors. These were approved by those present and signed as a true record of the meeting by the Chair.
3. **Declarations of Interest:** Cllr R Parker declared a personal interest in item 6.2. Cllr A Campbell declared a pecuniary interest in item 8.1.
4. **Changes to Resolution List:** The updated resolution list was circulated via email before the meeting. Cllr R Parker requested that resolution reference 2014/07/16/7.1 now be closed. It was RESOLVED to close the original resolution. Cllr R Parker requested that resolution ref 2014/10/08/11.2.2 now be closed. It was RESOLVED to close the original resolution.
5. **Matters Arising from the 11 February 2015 Minutes:**
 - 5.1 The Clerk confirmed that the change of signatories for cheques had now been confirmed with the bank, however, the change of address for statements was still incorrect, clerk has been advised by the Bank that a new mandate needs to be completed with three signatures (not two as indicated on the original mandate, it was agreed that this would be completed upon confirmation of contact address for new clerk.

The Chair asked Mr Brownlow if he would like item 8 brought forward, Mr Brownlow accepted; it was RESOLVED to take agenda item 8 at this point.

The Chair also asked Mrs McCarthy if she would like item 9 brought forward, Mrs McCarthy accepted; it was RESOLVED to take agenda item 9 at this point following agenda item 8.

The Chair asked Mr Brownlow if he would like to speak, Mr Brownlow accepted and the Chair closed the meeting at 19.40 to allow Mr Brownlow to speak; the meeting was reopened at 19.43.

- 8.1 Cllr M Rolfe outlined responses (previously circulated to all councillors) proposed by the planning advisory group to the following planning applications:
- 21.15.00005/DRT Honeysuckle Cottage – proposal to object, It was RESOLVED with a vote of 5 in favour of objection to 2 abstained votes to object to this application.
- 21.15.00008/DRT 7 Church Lane – proposal to object, it was RESOLVED with a unanimous vote of 7 to object to this application.

Cllr A Campbell was asked to leave the meeting room at this point and Cllr K Mace took over the chair.

- 21.15.00007/LE Rose Cottage – proposal to approve, It was RESOLVED with a unanimous vote of 6 to approve this application.

Cllr A Campbell was asked to return to the meeting room at this point.

8.2 Cllr M Rolfe had previously circulated the PAG report via email before the meeting and this was agreed by those present.

8.2.1 Cllr M Rolfe tabled the response from SDC with regards to the CBPC stage 1 complaint, it was proposed by Cllr R Woolley and seconded by Cllr R Parker that CBPC write to SDC to request information on what form a response to escalate to Stage 2 complaint should take. It was RESOLVED that PAG should draft a letter for the Clerk to send to SDC.

8.2.2 Cllr M Rolfe noted that planning application 21.15.0004 Rackley Farm was going to SDC committee on 17 March for discussion, however, the planning officer had incorrectly quoted CBPC as objecting to this application and made other significant errors in the report to committee, Cllr M Rolfe proposed that a letter should be sent to SDC Planning to rectify these errors. It was RESOLVED that PAG should draft a letter for the Clerk to send to SDC before the committee meet on 17 March 2015.

The chair asked Mrs McCarthy if she would like to speak, Mrs McCarthy accepted and the Chair closed the meeting at 20.14 to allow Mrs McCarthy to speak; the meeting was reopened at 20.17.

SIGNED:  ALISON E. CAMPBELL

DATE: 15/4/15

Page 1 of 2

9. Highway Matters

9.1 Cllr R Woolley had previously circulated the HAG report via email before the meeting and this was agreed by those present.

9.2 Cllr R Woolley noted the significant costs involved in taking over the administration of the SID, it was noted that smaller parish councils can share responsibility. It was proposed that the Clerk contact Weare Parish Council to enquire as to the viability of sharing this responsibility.

9.3 The condition of the surfacing on the A38 through the parish was raised, it was RESOLVED that HAG should prepare a letter to SCC to highlight this.

6. Finance Matters & Clerks Report

6.1 The Clerk had previously circulated the bank reconciliations to 11 March 2015 via email before the meeting. It was RESOLVED to approve the current bank reconciliations.

6.2 It was RESOLVED to pay Cross Memorial Hall invoice ref.43 in the sum of £135.00 hall hire.

6.3 It was RESOLVED to approve the payment of the clerk's mileage for Nov 2014 – March 2015.

6.4 It was RESOLVED to approve the payment of the clerks working expenses of £25.

6.5 The Clerk's report (previously circulated via email to all councillors) was received and noted.

6.6 It was RESOLVED to approve payment of expenses to Cllr R Parker the sum of £600 reference fencing for the Coffin Lane Project, this payment to be made from the Special Projects funds.

6.7 It was RESOLVED to approve payment of £900 to Davies and Partner for the completion of the dedication agreement for land in connection with the Coffin Lane Project, this payment to be made from the Special Projects funds.

7. Reports or recommendations from Finance and General Purposes Advisory Group

7.1 It was RESOLVED to defer the amendment of the council workload list until the AGM in May.

7.2 In view of the Clerk's resignation, it was proposed that Sam Winter (SALC) should be approached as Temporary Clerk, it was RESOLVED that Cllr A Campbell should contact Sam in the first instance to discuss this with a view to accepting the offer.

7.3 It was RESOLVED that the Clerk should start the process for the annual insurance renewal.

7.4 As the PC were only able to obtain two quotes last year it was RESOLVED to accept renewal quotes from only two companies this year.

7.5 In light of the resignation of Ian Tabrett as the footpath liaison officer, it was RESOLVED that the Clerk should write a letter of thanks for his hard work on behalf of CBPC.

7.6 Cllr K Mace had previously circulated the F&GPAG report via email before the meeting and this was agreed by those present.

8. Planning Matters

8.1 See Above.

8.2 See Above.

9. Highway Matters

9.1 See Above.

10. Environmental Matters

10.1 Cllr R Parker had previously circulated his report for Hinkley C, EDF and the Pylons via email before the meeting, it was RESOLVED to approve this report.

10.2 Cllr R Parker had previously circulated his report for Coffin Lane Campaign via email before the meeting, it was RESOLVED to approve this report.

10.3 Cllr R Parker had previously circulated the environmental report via email before the meeting, it was RESOLVED to approve this report.

11. Communications

11.1 Cllr R Parker requested that all Councillors give more feedback on articles placed in contact magazine and on the Parish Website.

11.2 The potential means of disseminating important information to parishioners was discussed, one proposal was to follow the same format as Cross Connections in sending emails directly to those parishioners who sign up with information and links to specific items of interest. It was RESOLVED that Cllr C Woolley should contact Cross Connections to discuss how they have approached this and report back to Council at the April meeting.

12. Social

Cllr C Woolley had previously circulated the Social report via email before the meeting, it was RESOLVED to approve this report.

13. Representation

13.1 It was RESOLVED to defer the election of a second member of CBPC to the Memorial Hall Committee until after the elections in May.

14. Correspondence

14.1 There was none.

15. Date of Next Meeting

Wednesday 15 April 2015 at 19.30, Cross Memorial Hall.

There being no further business the meeting closed at 21.26.

SIGNED  CHAIRMAN

DATE: 15/4/15

Minutes of Compton Bishop Parish Council Meeting
held on 11 March 2015 at Cross Memorial Hall

Public Participation: Mrs Delia McCarthy, Mr Andrew Brownlow

Present: Cllr A Campbell (Chair), Cllr K Mace (Vice Chair) Cllr R Woolley, Cllr M Rolfe, Cllr C Woolley, Cllr R Parker

1. **Apologies for absence:** Cllr T Mason arrived at 19.36 (prior engagement).
2. **Approval of minutes:** The minutes of the previous meeting held on 11 February 2015 and the extraordinary meeting held on 27 February 2015 were previously circulated to all Councillors. These were approved by those present and signed as a true record of the meeting by the Chair.
3. **Declarations of Interest:** Cllr R Parker declared a personal interest in item 6.2. Cllr A Campbell declared a pecuniary interest in item 8.1.
4. **Changes to Resolution List:** The updated resolution list was circulated via email before the meeting. Cllr R Parker requested that resolution reference 2014/07/16/7.1 now be closed. It was RESOLVED to close the original resolution. Cllr R Parker requested that resolution ref 2014/10/08/11.2.2 now be closed. It was RESOLVED to close the original resolution.
5. **Matters Arising from the 11 February 2015 Minutes:**
 - 5.1 The Clerk confirmed that the change of signatories for cheques had now been confirmed with the bank, however, the change of address for statements was still incorrect, clerk has been advised by the Bank that a new mandate needs to be completed with three signatures (not two as indicated on the original mandate, it was agreed that this would be completed upon confirmation of contact address for new clerk.

The Chair asked Mr Brownlow if he would like item 8 brought forward, Mr Brownlow accepted; it was RESOLVED to take agenda item 8 at this point.

The Chair also asked Mrs McCarthy if she would like item 9 brought forward, Mrs McCarthy accepted; it was RESOLVED to take agenda item 9 at this point following agenda item 8.

The Chair asked Mr Brownlow if he would like to speak, Mr Brownlow accepted and the Chair closed the meeting at 19.40 to allow Mr Brownlow to speak; the meeting was reopened at 19.43.

- 8.1 Cllr M Rolfe outlined responses (previously circulated to all councillors) proposed by the planning advisory group to the following planning applications:
- 21.15.00005/DRT Honeysuckle Cottage – proposal to object, It was RESOLVED with a vote of 5 in favour of objection to 2 abstained votes to object to this application.
 - 21.15.00008/DRT 7 Church Lane – proposal to object, it was RESOLVED with a unanimous vote of 7 to object to this application.

Cllr A Campbell was asked to leave the meeting room at this point and Cllr K Mace took over the chair.

- 21.15.00007/LE Rose Cottage – proposal to approve, It was RESOLVED with a unanimous vote of 6 to approve this application.

Cllr A Campbell was asked to return to the meeting room at this point.

- 8.2 Cllr M Rolfe had previously circulated the PAG report via email before the meeting and this was agreed by those present
- 8.2.1 Cllr M Rolfe tabled the response from SDC with regards to the CBPC stage 1 complaint, it was proposed by Cllr R Woolley and seconded by Cllr R Parker that CBPC write to SDC to request information on what form a response to escalate to Stage 2 complaint should take. It was RESOLVED that PAG should draft a letter for the Clerk to send to SDC.
- 8.2.2 Cllr M Rolfe noted that planning application 21.15.0004 Rackley Farm was going to SDC committee on 17 March for discussion, however, the planning officer had incorrectly quoted CBPC as objecting to this application and made other significant errors in the report to committee, Cllr M Rolfe proposed that a letter should be sent to SDC Planning to rectify these errors. It was RESOLVED that PAG should draft a letter for the Clerk to send to SDC before the committee meet on 17 March 2015.

The chair asked Mrs McCarthy if she would like to speak, Mrs McCarthy accepted and the Chair closed the meeting at 20.14 to allow Mrs McCarthy to speak; the meeting was reopened at 20.17.

SIGNED:

Michael Campbell
COUNCILLOR

DATE:

15/4/15

Page 1 of 2

9. Highway Matters

9.1 Cllr R Woolley had previously circulated the HAG report via email before the meeting and this was agreed by those present.

9.2 Cllr R Woolley noted the significant costs involved in taking over the administration of the SID, it was noted that smaller parish councils can share responsibility. It was proposed that the Clerk contact Weare Parish Council to enquire as to the viability of sharing this responsibility.

9.3 The condition of the surfacing on the A38 through the parish was raised, it was RESOLVED that HAG should prepare a letter to SCC to highlight this.

6. Finance Matters & Clerks Report

6.1 The Clerk had previously circulated the bank reconciliations to 11 March 2015 via email before the meeting. It was RESOLVED to approve the current bank reconciliations.

6.2 It was RESOLVED to pay Cross Memorial Hall invoice ref 43 in the sum of £135.00 hall hire.

6.3 It was RESOLVED to approve the payment of the clerk's mileage for Nov 2014 – March 2015.

6.4 It was RESOLVED to approve the payment of the clerks working expenses of £25.

6.5 The Clerk's report (previously circulated via email to all councillors) was received and noted.

6.6 It was RESOLVED to approve payment of expenses to Cllr R Parker the sum of £600 reference fencing for the Coffin Lane Project, this payment to be made from the Special Projects funds.

6.7 It was RESOLVED to approve payment of £900 to Davies and Partner for the completion of the dedication agreement for land in connection with the Coffin Lane Project, this payment to be made from the Special Projects funds.

7. Reports or recommendations from Finance and General Purposes Advisory Group

7.1 It was RESOLVED to defer the amendment of the council workload list until the AGM in May.

7.2 In view of the Clerk's resignation, it was proposed that Sam Winter (SALC) should be approached as Temporary Clerk, it was RESOLVED that Cllr A Campbell should contact Sam in the first instance to discuss this with a view to accepting the offer.

7.3 It was RESOLVED that the Clerk should start the process for the annual insurance renewal.

7.4 As the PC were only able to obtain two quotes last year it was RESOLVED to accept renewal quotes from only two companies this year.

7.5 In light of the resignation of Ian Tabrett as the footpath liaison officer, it was RESOLVED that the Clerk should write a letter of thanks for his hard work on behalf of CBPC.

7.6 Cllr K Mace had previously circulated the F&GPAG report via email before the meeting and this was agreed by those present.

8. Planning Matters

8.1 See Above.

8.2 See Above.

9. Highway Matters

9.1 See Above.

10. Environmental Matters

10.1 Cllr R Parker had previously circulated his report for Hinkley C, EDF and the Pylons via email before the meeting, it was RESOLVED to approve this report.

10.2 Cllr R Parker had previously circulated his report for Coffin Lane Campaign via email before the meeting, it was RESOLVED to approve this report.

10.3 Cllr R Parker had previously circulated the environmental report via email before the meeting, it was RESOLVED to approve this report.

11. Communications

11.1 Cllr R Parker requested that all Councillors give more feedback on articles placed in contact magazine and on the Parish Website.

11.2 The potential means of disseminating important information to parishioners was discussed, one proposal was to follow the same format as Cross Connections in sending emails directly to those parishioners who sign up with information and links to specific items of interest. It was RESOLVED that Cllr C Woolley should contact Cross Connections to discuss how they have approached this and report back to Council at the April meeting.

12. Social

Cllr C Woolley had previously circulated the Social report via email before the meeting, it was RESOLVED to approve this report.

13. Representation

13.1 It was RESOLVED to defer the election of a second member of CBPC to the Memorial Hall Committee until after the elections in May.

14. Correspondence

14.1 There was none.

15. Date of Next Meeting

Wednesday 15 April 2015 at 19.30, Cross Memorial Hall.

There being no further business the meeting closed at 21.26.

SIGNED Alison Campbell CHAIRMAN

DATE: 15/4/15

Page 2 of 2

**Minutes of Compton Bishop Parish Extraordinary Council Meeting
held on 27th March 2015 at Cross Memorial Hall**

Public Participation: none

Present: Cllr K Mace (Chair) Cllr R Woolley, Cllr M Rolfe, Cllr C Woolley, Cllr R Parker

1. **Apologies for absence:** Cllr A Campbell, Cllr T Mason - prior engagement.

2. **Declarations of Interest:** There were none

3. **Planning Matters**

4.1 **Application : 21/15/00009/LE – Land at Yeo Bridge Farm.**

Cllr M Rolfe had previously circulated the PAG report via email before the meeting. It was recognised that SDC has a responsibility for seeking pitch locations for the Gypsy and Traveller population. However, for reasons set out in the draft, CBPC decided that this application was not acceptable. Accordingly, the report was unanimously approved and it was Resolved to submit it to SDC.

4.2 **Stage 2 Complaint – Sedgemoor DC**

It was Resolved that PAG should draft a Stage 2 Complaint regarding the perceived failure of SDC to address planning issues, with emphasis on the planning process for application 21/14/00001

There being no further business the meeting closed at 10.20am

SIGNED: Alisara Campbell CHAIRMAN

DATE: 15/4/15

Page 1 of 1

DRAFT

Draft Notes of the Compton Bishop Parish Annual Open Meeting Held on Friday 24 April 2015 at Cross Hall

Present : Cllr K Mace (Vice Chair), Cllr T Mason, Cllr R Parker, Cllr M Rolfe, Cllr C Woolley, Cllr R Woolley. There were 22 members of the public present.

Cllr K Mace explained that Cllr J Denbee and Tessa Munt could not attend this meeting as this period of pre-election is a period of political purdah.

- **Apologies for absence :** Cllr A Campbell, Mrs S Ham, Mr I Tabrett
- **Minutes of the 2014 Open meeting :** The Minutes were accepted as a true record and duly signed by the Vice-Chairman
- **Matters arising from the minutes :** There were none.
- **Report of the Wildlife site:** Dr Sarah Ayling explained her role in managing the Wildlife Site on behalf of The Parish Council. The previously reported fallen poplar tree has opened up the site with more light coming in. The tree surgeon has also constructed a willow den for children. The hedge on the eastern edge of the site has been laid. Bird and owl boxes have all been used this year but the recent high winds have brought some down and replacements are needed. If anyone would like to build new boxes Dr. Ayling has plans available. Notices have been received about a number of non-indigenous invasive species of foreign insects, sea-life and plants. Specific reference was made to 'Parrot's Feather' and 'Water Fern' which are often bought for ornamental ponds. People should not empty water or pond-plants from aquariums or ponds into rivers, rhynes or ditches as these invasive species form a blanket which blocks light, causes de-oxygenation killing indigenous species and air breathing insects. They will also block water courses and drainage channels. Maintenance of this site is carried out by volunteer working parties. Volunteers are always needed on each third Sunday of the month from 10 am. The work is not onerous, it is fun and a good way to meet people and the more people who come, the more can get done.
- **Cray Charity Report:** Mr James Warner gave an outline of the history and purpose of the charity, set up in 1723, with the explanation of the origins of the fund and the sale of land and subsequent investment of the proceeds. The poor rates of return show some improvement. Those resident parishioners who have children entering Higher Education could be assisted by the Charity and he urged anyone wishing to make an application to contact him Warner. Applications should be made in September, prior to the new term, one application was made last year.
- **Neighbourhood Watch Report:** Mr Eddie Farley
A full report was given by Mr Farley (attached). New members who wish to be included in the Neighbourhood Watch scheme and anyone willing to be a local co-ordinator should contact Mr Farley (732989) or Alan Truman (732374). The Parish is now classified as a 'No Cold Calling Zone' and Mr Farley has a small supply of stickers for household, if required.

- **Parish Council Report : Cllr Ken Mace (Vice-Chairman)**
 - **Chairman's Report :** Cllr Mace read a written report (attached) from the Chairman, Cllr Allison Cambell.
 - **Finance and General Purpose Advisory Group :**
 - The number of hours allocated for Parish Clerk duties is insufficient at the moment and will need to be increased to accommodate the increasing workload. We propose to increase the number of hours from 20 to 26 per month.
 - **Precept Bid and Budgeting:** An increase of 2.1% is required to cover existing cost structure, new charges are anticipated (e.g. for SDC to manage PAYE) and the increasing demand for clerking hours
 - **Community Project Fund :** A fund of just over £5,000 built up over many years to benefit the parish, Interest income very small. Support for Coffin Lane campaign included a Dedication Agreement for "Clements Corner" of £900 and fencing at £600.
 - **Highways Advisory Group**
The Highways group have updated our inventory and state of the road document and submitted this to Somerset Highways. We have requested that the A38 be re-surfaced with noise reducing material. No date is forthcoming. We have asked the residents, at the east end of Cross, their opinion on the congested parking issues. The highways department recommended yellow lines but this was not acceptable to the residents. Any issues arising from parking, congestion or obstruction should be reported to the Police.
 - **Planning**
The Council dealt with 24 planning applications and one appeal. Of the 24 applications, Sedgemoor concurred with CBPC in respect of 23 with the remaining 1 yet to be decided. The methodology used relies on the Sedgemoor Core Strategy, The Village Design Statement and, where necessary, site visits. All planning applications and documents are available on the Sedgemoor Website.
 - **Environment Advisory Group :** This group is concerned with our designated Open Countryside, Rural Heritage, the protected landscape which is an AONB and SSSI. There are significant, but welcomed, pressures on the countryside from increasing leisure use (walking and cycling), the changing land use, farming and infrastructure are issues which are, in some way, protected by our Village Design Statement which is a supplementary to the planning regulations.
Other :
 - Annual Litter Pick - In February we had a smaller but excellent turn-out of 13 volunteers. A massive amount of rubbish was removed from our verges.
 - Dark skies – increasing levels of lighting gives our parish a rating of 'small city light pollution'.
 - Superfast Broadband – The Axbridge BT exchange is still to be evaluated by Connecting Devon and Somerset. The time for the survey is estimated to be Jul 2015 – Dec 2015.

- **Footpaths**

A report from Ian Tabrett (Footpath Liaison Officer) was presented. (see attached)

- **Social**

Cllr Woolley gave a report on social events, Local choices and Bleadon Sluice Gates (see attached)

- **Cross Lane**

The outline plans for a pedestrian and cycle-way were presented. While there are problems in obtaining an agreement on extending the 'verge' in Cross Lane, progress has been made at the southern corner at the A38. Michael Clements has agreed to a dedication of land to enable construction of a 4 metre path/cycleway. The Coffin Lane Group has cleared the hedging and now removing a wall and levelling the path. Our thanks to Mr Clements and to Mr McColgan who is providing free legal support for the dedication to the PC.

There is a regular attendance at Axbridge Market. An Easter walk from New Inn along the coffin path to Axbridge Town Square, where we will had copies of our petition to sign – and Easter eggs, was a great success. Regular articles are included in local papers and all information can be viewed on the web site - www.coffinlane.com.

Regular meetings at The New Inn are attended by up to 15 people. The next meeting will be held on 5th May at 7.00

A Midsummer Bike Ride is being organised for Saturday 27 June - details to be confirmed. Short safe ride for little ones and also a longer ride of about 2 hours to include part of the Strawberry Line with refreshments at the end to reward the hard pedalling.

- **National Grid/Hinkley C Connection Update**

Cllr Parker gave a presentation on the current state of the project to connect Hinkley C power station to Seabank. The route will pass from Mark to Sandford via the Lox Yeo Valley.

National Grid has submitted a Development Consent Order (DCO) to install an overhead connection (Pylons) on this route. Because the Lox Yeo Valley is an AONB, the cables will be placed underground. CBPC has demanded a sub-sea installation to avoid the despoiling of the landscape and the detrimental impact on people. Currently the DCO is being examined by The Planning Inspectorate. CBPC has been fully engaged in this process since 2009 and is participating in the examination process. CBPC is opposed to overhead and the undergrounding of cables. It supports sub-sea which was rejected by NG and would support the less invasive Gas Insulated Line installation which could utilise the M5 route.

The impact of undergrounding would result in long working hours, noise, air pollution, more traffic, etc. The timetable would mean a construction period of up to six years and re-instatement of the mature landscape would not be complete until 2027 for grass and hedges and 2037 for trees.

- **Parish Elections**

With six nominations for Parish Councillor, the election is uncontested and there will be no election. The elected councillors are Mr Kelvin Glimstead, Ken Mace, Terence Mason, Delia McCarthy, Elizabeth Parker, Margaret Pritchard.

- **Date of Next Meeting**
Friday 22nd April 2016
- **Public Open Forum** for elector participation and to question Parish Councillors and Local Beat Officer on matters of concern.
 - Mr S McColgan thanked the Parish Council for their work and also for the financial support for the grass cutting in the churchyard. He also reported that a replacement Rector for the Crook Peak Parish is likely in the next few weeks.
 - Mr E Farley asked whether The Parish would be interested in fire protection equipment, available from Neighbourhood Watch. This was enthusiastically welcomed.

DRAFT

Minutes of Compton Bishop Parish Council Meeting
held on 15 April 2015 at Cross Memorial Hall

Present: Cllr A Campbell (Chair), Cllr K Mace (Vice Chair) Cllr R Woolley, Cllr M Rolfe, Cllr C Woolley, Cllr R Parker, Cllr T Mason and Sam Winter, Parish Clerk

There were 3 members of the public in attendance.

1. **Apologies for absence:** None
2. **Approval of minutes:** The minutes of the meeting held on 11 March 2015 and the minutes of the extraordinary meeting held on 27 March 2015 were approved as being a correct record and signed by the chairman.
3. **Declarations of Interest:** None
4. **Finance Matters & Clerks Report:**
 - 4.1 The preparations for the Annual Parish Meeting to be held on 24th April at 7.30pm were noted and it was agreed that members would hand deliver a copy of the agenda to each house.
 - 4.2. **Resolved:** the post of parish clerk will be advertised with a closing date following the appointment of the new council on 13th May. The clerk will prepare the papers and liaise with Cllr Mace.
 - 4.3. The following audit dates were noted: 1st May 2015 for the posting of elector's rights to inspect the accounts and 15th June for completion of audit.
 - 4.4. **Resolved:** to transfer £1872 from the Special Projects account to the current account in respect of the Coffin Lane Campaign fencing (£600 min ref:14/01/14 10.3), dedication agreement (£900 min ref:11/03/15 6.7) and the new noticeboard (£372 min ref:21/05/14 11.2). Cllr Mace will undertake to arrange the transfer with the bank.
 - 4.5. The clerk gave an update on the preparation of the end of year accounts.
 - 4.6 **Resolved:** to approve that SDC allocate £2319 in RLT2 funds, attributed to Compton Bishop, to Axbridge.
5. **Reports or recommendations from Finance and General Purposes Advisory Group**
 - 5.1. It was noted that the meeting with the clerk on 8th April was most productive.
6. **Planning Matters:**
 - 6.1. Application : 21/15/00009/LE -- Land at Yeo Bridge Farm. It was confirmed that the extraordinary meeting held on 27/03/15 resolved that this application was not acceptable and a recommendation to refuse planning permission had been made to SDC.

The parish council is waiting for feedback from SDC regarding the issue of visibility at the derelict house at Old Coach Road, application - 99/15/00129.
 - 6.2. **Resolved:** the prepared stage 2 complaint will be sent to SDC in response to their email of 16th March.
7. **Highways Matters:**
 - 7.1. The issue of whether sound deadening material will be used on the A38 is still outstanding. It was agreed the matter should be referred for consideration to the meeting of the new parish council in May. Cllr Woolley agreed to call Somerset Highways for more information.

It was agreed that the issue of whether to approach neighbouring parish councils to ascertain interest in an SID, and the issue of any weight limit on lorries using the roads from Axbridge through Cross, should be referred for consideration to the meeting of the new parish council in May.
8. **Environmental Matters**
 - 8.1 The meeting received a prepared report from the Environment Advisory Group. It was noted that Annie Vickerstaff has volunteered to undertake the PPLO role in place of Ian Tabrett.
 - 8.2 The sluice gates at Bleadon remain damaged. Bristol Water have confirmed they will start work on repair in August 2015.
9. **Communications**

It was noted that when information is circulate to the council for comment, feedback would be appreciated.

SIGNED:.....CHAIRMAN

DATE: 13 May 2015

10. **Social**

It was noted that there are two upcoming events: a wildlife walk and free picnic led by Richard Parker from 2pm on 31st May at Cross Quarry, and a skittles and social evening at the White Hart on 19th June from 7.30pm.

11. **Representation**

The council received a report outlining Somerset County Council Local Choices initiatives

14. **Correspondence**

The following items of correspondence were received:

(1)	Sedgemoor	Community Celebration Days	email
(2)	Sedgemoor	Road safety priority by Sue Mountstevens	email
(3)	Delia McCarthy	Open Letter: speed limit on rural roads	email
(4)	Kate Browne	Invitation to opening of King John's Lodge	email
(5)	Sedgemoor	Consultation on Landfill Communities Fund	email
(6)	Grant Thornton	Notice of annual audit	Letter
(7)	Civil contingencies Unit	Emergency Community Contacts	Letter
(8)	Sedgemoor	Facilities questionnaire	Letter
(9)	Somerset County council	Library Services Review Consultation	email
(10)	Baz Hamblin	Axbridge & Cheddar Valley Sea Cadets	email
(11)	Sedgemoor	RLT2 funds	email
(12)	Jenny Hay	Car parking in the parish	email
(13)	Somerset CC	Flood Action Plan	email
(14)	Axbridge TC	Invitation to Mayor Making event	Letter

15. **Date of Next Meeting**

Date of next meeting: 7:30pm 13th May, Annual Parish Council Meeting.

SIGNED: .....CHAIRMAN

DATE: 13 May 2015

COMPTON BISHOP PARISH COUNCIL

(Locum) Clerk to the Parish
Sam Winter LLB(Hons) MILCM
Perry Cottage, Perry Lane, Mark TA9 4NS
Tel: 07719 817264 e-mail: comptonbishoppcc@hotmail.com

Prior to the meeting all parish councillors signed their declaration of acceptance of office forms.

Minutes of the Annual Parish Council Meeting of Compton Bishop Parish Council held in Cross Memorial Hall on Wednesday 13th May 2015 commencing at 7:30pm when the following business was transacted:

Present: Allison Campbell (retiring chairman), Cllr Ken Mace, Cllr Terry Mason, Cllr Delia McCarthy, Cllr Elizabeth Parker, Cllr Maggie Pritchard, Cllr Kelvin Glimstead and the locum clerk Sam Winter

1. **To elect a Chairman**
Resolved that Cllr Ken Mace is elected chairman
2. **To receive a Statutory Declaration of Office from the Chairman**
The statutory declaration was read aloud and signed by the chairman, Cllr Ken Mace, before being signed as witnessed by the parish clerk, Sam Winter
3. **To elect a Vice Chairman**
Resolved that Cllr Terry Mason is elected Vice Chairman
4. **To permit any unsigned declarations of office to be signed at a later specified date**
There were no unsigned declarations.
5. **To receive any apologies for non-attendance**
None
6. **To receive any declarations of interest in items on this agenda**
None
7. **To agree the clerk advertises for applicants to fill the councillor vacancy by co-option.**
Resolved that the clerk advertises the councillor vacancy
8. **To agree the continuation of the following advisory groups and to elect representatives**
 - 7.1 Finance and General Purposes Advisory Group.
Resolved that the General Purposes Advisory Group should not continue and that all such matters will be dealt with by full council.
 - 7.2 Planning Advisory Group.
Resolved that the Planning Advisory Group should not continue and that all such matters will be dealt with by full council.

SIGNED:  CHAIRMAN

DATE: 19/5/15

7.3 Highways Advisory Group.

Resolved that the Highways Advisory Group should not continue and that all such matters will be dealt with by full council.

7.4 Environment Advisory Group

Resolved that the Environment Advisory Group should continue and that Richard Parker is co-opted to the group as a non-councillor member with special expertise to represent the council in relation to Planning Inspectorate matters relating to the pylons.

9. To agree the formation of a Staffing Committee

Resolved that a Staffing Committee is formed to manage the recruitment of a new parish clerk and to oversee the management of staff.

Resolved to elect the following representatives to the Staffing Committee: Cllrs Terry Mason, Elizabeth Parker, Maggie Pritchard and Ken Mace (ex-officio).

10. To propose representatives to the following parish organisations

- 8.1 Public Rights of Way Liaison.
- 8.2 Springfield Wildlife Site Liaison.
- 8.3 Cray Charity Representative.

It was agreed that councillor members are not elected to these outside bodies.

8.4 Memorial Hall Representative.

It was agreed that Terry Mason should continue as representative with the support of Kelvin Glimstead.

11. To adopt the council's financial regulations

Resolved that the council's financial regulations are adopted.

12. To adopt the revised Standing Orders

Resolved that the council's standing orders are adopted

13. To review the Council's asset register

Resolved that Cllr Terry Mason will carry out a review of the council's assets

14. To review the Council's insurance policy

Resolved to accept the favourable 3 year term insurance quote from Zurich

15. To amend the Council's bank signatories

Resolved that action is taken to amend the bank signatories to Ken Mace, Terry Mason and Maggie Pritchard with any other names being removed from the account.

16. To receive the Council's financial statement for the year ending 31st March 2015

15.1 To approve the Annual Accounts for the year ending 31st March 2015

SIGNED:  CHAIRMAN

DATE: 10/6/15

- 15.2 To approve the Annual Governance Statement
15.3 To review the effectiveness of the internal audit

This item was deferred to a later meeting once the report and accounts documents have been received from the internal auditor.

17. To confirm that summons, notices and other such documentation may be sent to parish councillors by email

Resolved that the clerk may send summons, notices and all other documentation to the parish councillors by email.

18. To agree to request Richard Tyas to remain as the Council's Internal Auditor for the next financial year

This item was deferred to a later meeting once the report from the internal auditor has been received.

19. Issues arising from the Annual Parish Meeting – 24th April 2015

No item for discussion were raised.

20. To receive and approve the minutes of the parish council meeting held on Wednesday 15th April 2015

Resolved that the minutes of the parish council meeting held on Wednesday 13th May 2015 are approved as being a correct record and signed by the chairman

21. To consider whether to pursue the following matters outstanding from the previous council agendas:

21.1 Whether to approach neighbouring parish councils to ascertain interest in an SID

21.2 Whether there is a need to contact the County Council regarding any weight limit on lorries using the roads from Axebridge through Cross.

It was agreed to refer both items to the meeting on 10th June 2015.

22. Clerk's report; for the purpose of report only

(1) Recruitment of new clerk

The locum clerk notified the council that the clerk vacancy has been advertised and both a job description and person specification drawn up.

(2) Audit & Accountability Act & Transparency Code update

The clerk outlined the requirements under the Code to make certain information publically available via a free website.

(3) Grass cutting in Compton Bishop

It has been reported that the contractor has been continuing to cut the grass without a new contract being in place for 2015/16 and this matter should be addressed as soon as possible.

23. To agree action required to progress the recruitment of a parish clerk.

The locum clerk's offer to organise and assist with the interviews in her capacity of advisor with SALC was accepted.

SIGNED:  CHAIRMAN

DATE: 18/6/15

24. Finance

(1) To approve the following items of expenditure for April

(1) Sam Winter	*stationery	£28.89
(2) Sam Winter	*Mileage	£48.12
(3) Sam Winter	*Homeworking	£18
(4) Sedgemoor DC	Staff costs adjustment	£32.66
(5) Sedgemoor DC	Staff costs deduction	£2500
(6) Sedgemoor DC	Empty dog bins (annual)	£501.69

Resolved to approve the payments listed and to make the necessary payments* as soon as cheque signatories have been amended.

25. Planning

25.1 To approve valid comments and reports on any planning applications received.

None

26. To receive any parish reports for information only

None

27. To receive and consider the following correspondence

(1) Civil Contingencies Unit	Emergency contacts	Letter
To be added to the parish website		
(2) Zurich	application to quote insurance	Letter
(3) Sedgemoor DC	Result of uncontested election	Letter
(4) AON	Insurance renewal	Letter

The correspondence was agreed as received.

28. To agree the provision of Public Liability Insurance for Compton Bishop Harvest Home

It was agreed that this item was not required.

29. Other business referred to the Clerk

(1) To note the posting of the Notice of Audit 2015

The notice of electors' rights was posted on 13th May and the later external audit date of 30th June was noted.

30. Date of next Meeting - Parish Council Meeting 10th June 2015 commencing at 7.30 pm.

SIGNED:  CHAIRMAN

DATE: 10/6/15

Minutes of Compton Bishop Parish Council Meeting
held at 7.30pm on Wednesday 10 June 2015 at Cross Memorial Hall

Public Participation: Nil.

Present: Cllr K Mace (Chair), Cllr T Mason (Vice Chair) Cllr M Pritchard, Cllr D McCarthy, Cllr K Glimstead, Cllr E Parker and Mr R Pring (Clerk)

1. **Apologies for absence:** None
2. **Approval of minutes:** The minutes of the Annual Parish Council Meeting held on 13 May 2015 were previously circulated to all Councillors. These were approved by those present and signed as a true record of the meeting by the Chairman.
3. **Matters arising.** None
4. **To Note the appointment of new Clerk.** The chairman introduced Rod Pring as the new Clerk and RFO for the Parish Council. He was currently working as Clerk at Wedmore with two and a half year's experience in that role. Rod and the Chairman had agreed to reduce the monthly hours but with an increase in salary because of his experience. A contract had been signed by both parties and the position was subject to a three month probationary period.
5. **Declarations of Interest:** Cllr M McCarthy declared a personal interest in item 9.4. Cllr K Glimstead an interest in item 8.2.
6. **Finance Matters.**

6.1 The Clerk reported that following the internal audit carried out by Mr Richard Tyas, three matters had been justifiably reported. Bank statements and a full set of minutes had not been supplied. The first was a bank error which had since been rectified and minutes were now complete. Mr Tyas was satisfied that these matters have now been addressed. A cheque for a £40 audit fee had not been recorded in the minutes and this was purely "clerical error". The accounts were now ready to be presented to the external auditor, Messrs Grant Thornton. **RESOLVED** that the Chairman and Clerk sign the annual accounting and governance statements on behalf of the Council.

6.2 **RESOLVED** the following invoices be paid:-

Cheque no.	Payee	Reason for Payment	Amount
100736	Sam Winter (Clerk)	Expenses and stationery	£68.64
100737	Sam Winter (Clerk)	Postage and mileage	£35.21
100738	Sedgemoor DC	Election expenses	£100.00
100739	Zurich Mutual	Annual council insurance	£326.30
100740	SALC	Annual affiliation fee	£154.05

6.3 To receive any further financial reports. None

7. **Recommendations from Finance Advisory Group:**

7.1 Review of Council Asset Register. Cllr T Mason was not in a position to review the current list and this matter was deferred until the next meeting.

8. **Planning Matters:**

8.1 Re. application 21/15/00011/LE, Alcasta, Old Coach Road. Four members had recently visited the site by invitation of the applicant. After a lengthy discussion by the Council a vote was taken and the Chairman used his casting vote to oppose the application. **RESOLVED** to write to SDC with a letter of objection to this application. Re application 21/15/00012/DD Honeysuckle Cottage, Church Lane. Whilst there was no obligation for the Council to respond it was **RESOLVED** to ask SDC to refuse the certificate of lawfulness.

8.2. The Chairman informed members that the previous council had made a level 2 complaint against Sedgemoor DC concerning a planning application for development of land behind the Webbington. SDC had now taken the matter as far as it could and the next stage was to forward the complaint to the Ombudsman. As the recently elected members were not fully aware of the previous correspondence it was agreed that Cllr T Mason would review the previous papers and update the members at the next meeting before any decision is made on how to proceed.

9. **Highway Matters**

9.1 To consider purchasing a Speed Indicator Device (S.I.D.). This matter was being considered by the previous council but a recent communication from SCC outlining the protocol for displaying the device together with the necessary training, insurance and safety issues suggested that this was a matter best left to the professionals. **RESOLVED** to continue to be placed on the rolling S.I.D. programme within the county.

9.2 Suggested consideration for a weight limit from A38 at Cross to the Old Coach Road junction near the memorial hall. **RESOLVED** not to pursue this matter at present but reconsider if and when appropriate.

SIGNED:CHAIRMAN

DATE:

9.3 Grasscutting contract. It was noted that the contractor was doing the work but a contract for the current year had not been issued. **RESOLVED** the Clerk ascertain full details of the contractor and endeavour to sign an agreement for the current year.

9.4. Speed limit Webbington Road. Cllr D McCarthy circulated e-mail correspondence between herself and Bev Norman, SCC, concerning extending the current speed limit to cover three properties on Webbington Road. Cllr McCarthy had written the correspondence as a resident and councillor. Ms Norman had responded by showing that guidelines covering the criteria for speed limits was not appropriate for this area and declined to consider the matter further. **RESOLVED** to ask Cllr John Denbee to take the matter up on behalf of the council.

10 Environmental Matters:

10.1 Reports on PROW's and Bridleways. The Clerk reported that Annie Vickerstaffe had offered to take on the role of voluntary "Parish Paths Officer" from Ian Tabrett. Her application form was currently with the County Footpaths Officer for consideration.

10.2 Reports from Environment Advisory Group. Nothing to report.

10.3 National Grid and Hinkley C proposals. A report from Richard Parker had been circulated and was noted.

11 Communications

11.1 Cllr M Pritchard offered to consider ideas to improve communications within the Parish by collecting e-mail addresses for news information dissemination. The Clerk reported that Mr Richard Parker had kindly agreed to keep the web-site up to date.

12 Social

12.1 It was agreed that this item would no longer appear on council agendas.

13 Correspondence. Nothing further to report

14 Date of next meeting Wednesday 8th July at 7.30pm in Cross Memorial Hall

There being no further business the meeting closed at 9.15pm.

**Minutes of Compton Bishop Parish Council Meeting
held at 7.30pm on Wednesday 8 July 2015 at Cross Memorial Hall**

Public Participation: Tess Gill, PC Tracey Stiles.

Present: Cllr K Mace (Chair), Cllr M Pritchard, Cllr D McCarthy, Cllr K Glimstead, Cllr E Parker, Cllr J Denbee (SCC & SDC) and Mr R Pring (Clerk)

1. **Apologies for absence:** Apologies received from Cllr T Mason
2. **Approval of minutes:** The minutes of the Parish Council Meeting held on 10 June 2015 were previously circulated to all Councillors. These were approved by those present and signed as a true record of the meeting by the Chairman.
3. **Matters arising.** None

The Chairman adjourned the meeting and welcomed PC Tracey Stiles, Beat Manager for Cheddar and Shipham Ward which includes Compton Bishop. She explained that she would try and attend council meetings twice a year but would submit a monthly policing report by e-mail. She informed the members that 38 crimes had been reported in her area during June. It was not possible to issue statistics for individual parishes. She was asked about "rural crimes" which she said were high on her agenda and she was encouraging local farmers to join a "Farm Watch" scheme in order to reduce thefts of livestock and machinery. She also reported that "boy racers" in Cheddar Gorge was another issue that was being dealt with by Police and local partners. The Chairman thanked her for her attendance.

The Chairman then welcomed Tess Gill who was representing the residents action group concerning the "coffin lane" project to get a safe crossing for pedestrians and cyclist across the A 38 at Cross. She gave an update on the situation thus far and reported on a very successful cycle event held recently to raise awareness for the project which now had the support of the local MP. Cllr John Denbee offered his support to the project and the matter would be further discussed later in the meeting. Mrs Gill was thanked for her attendance.

4. **Declarations of Interest:** None

5. **Finance Matters.**

5.1 **RESOLVED** the following invoices be paid:-

Cheque no.	Payee	Reason for Payment	Amount
100741	Zurich Mutual	Annual council insurance	£326.30
100742	R Pring (Clerk)	Clerk's expenses	£33.79

5.2 The Clerk reported that following the last meeting a cheque payable to Zurich Insurance had been returned by HSBC claiming the signatures did not match the specimens held on file. This was agreed and the cheque re-issued. (It was noted that four other cheques with the same signatures had been presented without issue !)

6. **Recommendations from Finance Advisory Group:**

7.1 Cllr Mason had recently reviewed assets owned by the Parish Council and these had been circulated to members. They agreed with the list currently shown on the Council insurance policy. The Chairman noted that a bench near one of the pubs appeared to be in a state of disrepair and this would be further looked at and discussed at the next meeting. **RESOLVED:** the asset list as produced be adopted by the Council as an accurate record.

7. **Planning Matters:**

7.1 The Clerk had received an application 24/15/00016/CG relating to a proposal to site a wind turbine at White House Lane, Loxton. This matter was for consultation only as it was sited in a neighbouring parish. Councillors had not had the opportunity to view the application and decided that details would be placed on the village website so that any interested residents could view the plans or make comment direct. Once Councillors have had an opportunity to view the application, any further action could be considered.

7.2 It was noted that a recent application 15/00011/LE, Alcasta, Old Coach Road had been refused permission by Sedgemoor DC. The Chairman said that it had come to his attention that the applicant had been under the impression that he had full Parish Council support when this was obviously not the case. He reminded members carrying out site visits not to make any comments which could prejudice full council decisions at a later stage

8. **Highway Matters**

8.1 Grasscutting contract. The Clerk advised that a new contract had been signed with Tim Baker whose costs remained the same as last year. It was suggested that a new tender be issued for 2016. Cllr M Pritchard agreed to monitor the work to ensure the contract was being fulfilled.

SIGNED:CHAIRMAN

DATE:

8.2 Cllr D McCarthy gave details of a response she had received from County Highways concerning the proposal to extend the 30mph limit at Webbington Road. This matter was being progressed in her capacity as a private citizen and resident, in conjunction with other concerned residents. She was disappointed that they were not prepared to progress the matter. Cllr John Denbee offered his support. **RESOLVED** a letter of support be sent to Bev Norman supporting the residents' proposal.

8.3 Coffin Lane project. Following the earlier presentation by Tess Gill, Cllr J. Denbee expressed his frustration at the lack of communication between the Highways Officers, the local residents group and himself over this matter. He had been waiting for a response since December last year and was pleased to hear that a petition was being submitted to County. He was having a meeting next week with the Highways team and would expect some action to be forthcoming. **RESOLVED:** a letter of support be sent to Cllr D Fothergill and a copy to Axbridge TC requesting similar support for the project.

9 Environmental Matters:

9.1 The Clerk reported on a SCC proposal "Adopt a Footpath" scheme to encourage local residents to cut back brambles etc. and report serious issues back to them. It was agreed that the local Parish Footpaths Officer, Annie Vickerstaffe be invited to the next meeting to report on her duties and the state of local paths.

9.2 Cllrs E Parker and D McCarthy agreed to join Richard Parker on the Environment Advisory Group.

9.3 National Grid and Hinkley C proposals. A report from Richard Parker had been circulated and was noted. It was agreed that he be thanked for all he does in connection with this project.

10. Communications

10.1 Cllr M Pritchard reported that she was working with Richard Parker to set up a "Parish News Link" with an e-mail database of local residents to disseminate urgent information.

11. Correspondence. Nothing further to report.

12 Representation:

12.1 The Clerk reported that he had recently attended the local Parish Cluster Group meeting at Badgworth where an explanation of the new Community Infrastructure Levy had been explained. This was a fund paid for by land developers and planning applicants towards local community benefits. He would circulate papers from the meeting to members at the next meeting.

13 Date of next meeting Wednesday 12 August at 7.30pm in Cross Memorial Hall

There being no further business the meeting closed at 8.55pm.

**Minutes of the Extraordinary Meeting of
Compton Bishop Parish Council
Held at 7.30pm on Wednesday 29 July 2015
at Cross Memorial Hall**

Public Participation: Mrs C Wooley, Mr M Peel, Mr M Amesbury, Mr I Muchmore, Mr R Parker, Mr & Mrs K Garland, Mrs J Matthews.

Present: Parish Councilors Cllr. K Mace (Chairman), Cllr. T Mason (vice-Chairman), Cllr D McCarthy, Cllr K Glimstead, Cllr E Parker, Cllr M Pritchard, Mr R Pring (Clerk).

Prior to the meeting opening the Chairman invited members of the public to address the Committee. Several residents said they opposed the planning application to site a wind turbine within the parish of East Brent and some also expressed their concerns over the appeal against a refusal of planning permission at The Cottage, Kennel Lane. The Chairman also read out an e-mail from a resident in similar vein. One other resident spoke about the proposal to make changes to the Parish website.

1 Apologies for Absence: There were none

2 Declarations of Interest: None

3 Planning Matters

3.1 Planning Application Ref: 24/15/00016/CG to site a wind turbine within the parish of East Brent. The Chairman advised the meeting that he and two councilors recently attended a meeting of East Brent PC at which the application was discussed. The members there voted unanimously to oppose the application on various valid planning grounds centered around the location of the site and its effect on the local landscape, lack of public consultation and other ecological issues. After some discussion it was proposed by Cllr Parker and seconded by Cllr Pritchard to send a letter of objection in support of the view arrived at by members of East Brent PC. **RESOLVED** - To write to Sedgemoor DC opposing the application.

3.2 Planning Application Ref: 21/1/00002/ DRT The Cottage, Kennel Lane, Webbington, Axbridge, BS26 2HS. This matter was now subject to appeal and the PC had been invited to make further comment directly to the Planning Inspectorate. After discussion it was agreed to send the original letter of objection direct to the Planning Inspector and to make a further representation supporting the decision of Sedgemoor DC in opposing the application. Proposed by Cllr Glimstead and seconded by Cllr McCarthy that letters of objection to the proposal be forwarded to the Planning Inspector with copies to SDC. **RESOLVED** - to write to both parties as agreed.

Signed Chairman Date

- 4 **Communication.** The Chairman explained that comments posted on the Parish website were mistakenly attributed to the Parish Council. In order to avoid any future confusion, he felt that the website editor should make it clear who was commenting. SALC had recently advised that financial assistance may be available to Councils wishing to set up their own independent websites. From July 1st, new legislation meant that a "transparency code" from the Information Commissioner's Office came into effect and had implications for all Parish Councils to become totally transparent. This would require all sorts of extra information including agendas, minutes, financial records etc. being placed in the public domain. The PC needed to decide whether to continue as at present or to set up a "stand alone" website. After a discussion where one member suggested a "stand alone" site being the best option, members agreed to defer the matter to the next meeting for further discussion with SALC about the mandatory requirement of a "stand alone" site.

5. **To consider and decide date of the next meeting.** Weds. 12th August at 7.30pm.

There being no further business, the meeting closed at 8.25pm.

Signed Chairman Date

**Minutes of Compton Bishop Parish Council Meeting
held at 7.30pm on Wednesday 12 August 2015 at Cross Memorial Hall**

Public Participation: Mr R Parker, Mrs A Vickerstaff

Present: Cllr K Mace (Chair), Cllr M Pritchard, Cllr D McCarthy, Cllr K Glimstead, Cllr E Parker, and Mr R Pring (Clerk)

Prior to the meeting commencing, the Chairman allowed Mr Parker to address the council and he updated members on the present position with National Grid and HInkley C project. It was noted that James Heappey MP had been appointed to the Climate Change Committee. He also updated members on the "high speed" Broadband programme. Parts of Axbridge and Cheddar could now receive this but 20% of local residents were unable to do so. As Editor of the Parish website, the Coffin Lane minutes and accounts were now available for public viewing.

Mrs Vickerstaff explained that she had recently taken over as Paths Liaison officer for the Parish and was available to deal with any issues reported by local residents. Matters that were more demanding would be referred to SCC Footpaths Department for action. It was reported that a path near the Webbington had been closed by SCC but the Council had not been made aware of this. The Clerk would check with Chris East at Taunton. It was also noted that the footpath/pavement from Cross to Weare on the A 38 was overgrown. The Clerk was asked to report this matter to Highways. The Chairman thanked both Mr Parker and Mrs Vickerstaff for their comments.

1. **Apologies for absence:** Apologies received from Cllr T Mason
2. **Approval of minutes:** The minutes of the Parish Council Meeting held on 8 July 2015 and the Extraordinary Meeting held on 29 July 2015 were previously circulated to all Councillors. These were approved by those present and signed as a true record of the meeting by the Chairman.
3. **Matters arising.** Cllr McCarthy produced an e-mail from a resident of Webbington Road supporting the request for an extension of the 30mph limit. This would be acknowledged and filed with other correspondence.
4. **Declarations of Interest:** None
5. **To consider a Freedom of Information request from Cllr Grimstead.** Deferred to next meeting.
6. **Leadership and responsibilities.** Cllr Pritchard asked if members would take responsibilities for certain areas of the parish to collate and report information concerning hedges, highways and other issues which could affect road safety and detract from the beauty of the local area. After a lengthy discussion she agreed to hold informal talks with other members to consider a way forward. It was accepted that anything requiring District or County Council action should be channelled through the Clerk.
7. **Sedgemoor DC Gambling Policy.** The document running to some 19 pages had been circulated to members. **RESOLVED:** To note the contents of the policy and to make no further comment.
8. **Finance Matters.**
5.1 **RESOLVED** the following invoices be paid:-

Cheque no.	Payee	Reason for Payment	Amount
100743	R Pring	Clerk's expenses	£27.09

8.2 **To consider a request from Sedgemoor CAB for a grant.** Proposed by Cllr Pritchard, seconded by Cllr Parker that £50.00 be granted. **RESOLVED:** The Council make a grant of £50.00 to Sedgemoor CAB towards running costs.

8.3. **To consider a grant to St Andrew's Church towards grass-cutting.** It was noted that a grant of £375.00 had been made in December 2014. Proposed by Cllr Grimstead, seconded by Cllr Pritchard that a grant of £375.00 be made. Members agreed to consider this grant at the August meeting of the council to avoid any further confusion of dates. **RESOLVED:** To make a grant of £375.00 towards grass-cutting costs.

9. **Planning Matters:**

9.1 It was noted that application 21/15/00008, 7 Church Lane, Compton Bishop was subject to appeal. Members agreed to submit written comments to the Planning Inspectorate to support their opposition to the application.

9.2 To consider the latest position with regard to the stage 2 complaint in respect of application 21/14/00001. Deferred to September meeting.

9.3 The Clerk had circulated details of an application 21/15/00014, Crossways House, Cross which had been received yesterday. Deferred to September meeting.

10. Highway Matters

10.1 Coffin Lane. Cllr McCarthy updated members on the latest situation. She had attended a meeting last night and a request would be made to the Parish Council to pay £100 for tree stump clearance on Clements Corner. The Clerk asked that a VAT invoice be produced for consideration. She also updated members on her meeting with Cllr Fothergill at County Hall concerning the need for safety measures at the A 38 junction. It was noted that a feasibility study would have to take place

They had stressed the urgent need due to extra traffic being generated by housing developments at Axbridge and the Hinkley Point construction project. The Coffin Lane committee were considering holding a public meeting to update local residents on the current situation. The Chairman said he had received a request from a local resident to submit a comment on a planning application objecting to a proposed housing development at Cheddar which could result in extra traffic on the A 371/A38. Cllr Grimstead pointed out the matter was not an agenda item and therefore could not be formally resolved. The Clerk concurred with that view and advised that it would be unconstitutional to proceed with this as the matter had not been an agenda item and the council could be subject to criticism. The Chairman agreed not to pursue the matter but reminded members that they were entitled to state their personal views on-line.

10.2 Cllr Pritchard expressed concerns about the number of trees and bushes obstructing footpaths and highways and drainage channels being blocked with weeds. It was generally accepted that householders had certain responsibilities as this type of maintenance work was not a priority for the Highways Department. It was suggested a timely reminder be placed in the local village newsletter.

10.3 Cllr Pritchard pointed out that no buses currently visited the village but the bus shelters were still used by walkers and were in need of refurbishment. She agreed to carry out some of the work herself and was authorised to purchase paint etc. the cost of which could come from council funds.

10.4 Cllr Pritchard asked if the council would agree for home produced dog fouling notices to be produced and distributed to local residents. This was agreed providing they were lawfully displayed.

11. Environmental Matters

These matters were dealt with by Mr Parker and Mrs Vickerstaff earlier.

12. Communications

12.1 Cllr Pritchard reported that good progress was made in collecting e-mail addresses for the transmission of urgent notices and warnings. She was currently updating noticeboards but photos of members were required.

12.2 Website. A discussion took place as to whether the Council should have a dedicated website or continue with the existing link from the Parish website operated by Mr Parker. SALC had pointed out that it was not mandatory to have a "stand alone" site as long as what was being displayed was transparent and editorially controlled. It was agreed to remain with the present site but the Clerk would be given password access to update the Council's page as required.

13. Correspondence. Nil

14. Representation:

12.1 Cllr McCarthy would attend the Kings of Wessex Awards evening subject to her availability and Cllr Mace was looking for a member to accompany him to the lunch preceding the Blackberry Carnival in Axbridge.

13. Date of next meeting Wednesday 9 September at 7.30pm in Cross Memorial Hall

There being no further business the meeting closed at 9.10pm.

**Minutes of Compton Bishop Parish Council Meeting
held at 7.30pm on Wednesday 9 September 2015 at Cross Memorial Hall**

Public Participation: Mrs C Wooley

Present: Cllr K Mace (Chair), Cllr T Mason, Cllr M Pritchard, Cllr D McCarthy, Cllr K Glimstead, Cllr E Parker, and Mr R Pring (Clerk)

Prior to the meeting the Chairman announced that it had been brought to his attention that at a previous meeting he had allowed public participation to take place during members' discussions and this was contrary to standing orders and procedure. He apologised for allowing this to happen

1. **Apologies for absence:** There were no apologies.
2. **Approval of minutes:** The minutes of the Parish Council Meeting held on 12 August 2015 were previously circulated to all Councillors. These were approved by those present and signed as a true record of the meeting by the Chairman.
3. **Matters arising.** Nil.
4. **Declarations of Interest:** Cllr Glimstead declared an interest in item 8.1
5. **To consider a Freedom of Information request from Cllr Grimstead.** Cllr Glimstead reported that he had obtained the required information from Sedgemoor DC and asked that the item be removed from future agendas.
6. **Permanent appointment of Parish Clerk.** The Chairman reported that it had been agreed in June that the position of Rod Pring as Clerk be reviewed after three months. The Clerk confirmed that he was happy to continue as long as he had the full support of all the members. **RESOLVED:** Rod Pring's appointment as Clerk be confirmed.
7. **Finance Matters.**
7.1 **RESOLVED** the following invoices be paid:-

Cheque no.	Payee	Reason for Payment	Amount
100745	Sedgemoor C.A.B.	Grant for running costs	£50.00 (Paid)
100746	St Andrew's Church	Grant towards grasscutting	£375.00 (Paid)
100747	Cross Memorial Hall	Hire charges Apr - Sept	£135.00
100748	R Pring	Clerk's expenses	£26.82
100749	M Pritchard	Paint for bus shelters etc	£77.80
100750	R Parker	Laminating signs	£3.00

8. Planning Matters:

8.1 Cllr Glimstead withdrew from the meeting. Cllr Mason outlined the present situation concerning planning application 21/14/00001 submitted by Mr J Glimstead at Barton Road, Webbington. Permission had been granted despite objections from the Parish Council and a complaint had been made against Sedgemoor DC over their handling of the matter. The next part of the procedure would be to appeal to the Ombudsman for consideration. From advice he and the Chairman had been given he was recommending that members did not follow that course at present but reserved the right to do so in the future. The Chairman read out comments received from a local resident. It was noted that the site was being monitored regularly by SDC enforcement officers. Members agreed with the proposal but wanted a letter sent to SDC asking that the site continued to be monitored and that the development proceeds in accordance with the approved plans. **RESOLVED:** Letter be sent to SDC as detailed above and the members reserved the right to further action if necessary. Cllr Glimstead returned to the meeting and was informed of the decision.

8.2 The Clerk had previously circulated a document explaining procedures for obtaining a Certificate of Lawfulness. Cllr Mace had expressed concerns about Honeysuckle Cottage but it appeared that the Parish Council were powerless to object to these certificates. The Clerk would check if members could make observations and comments such as the type of materials being used etc.

8.3 Planning application 21/15/00014 had been circulated. **RESOLVED:** to make no observations on the application.

8.4 New application 21/15/090015 The Granary, Compton Bishop had been circulated and would be deferred for comment until the next meeting.

9. Highway Matters

9.1 Coffin Lane. Cllr McCarthy reported that a committee meeting was being held next week. Cllr Parker advised members that they were invited to the official opening on September 19th and the Clerk had received correspondence from solicitors concerning the depositing of the agreement with SCC Records Office and action to be taken with regard to footpath notification to Ordnance Survey once the project was completed.

9.2 Cllr Pritchard reported that she had recently painted shelters in Cross but another at Compton Bishop needed to be done. Materials were available.

9.3 Still awaiting costs for replacing the bench alongside the river.

9.4 Cllr McCarthy was still trying to progress the request for an extension of the 30m.p.h. speed limit at Webbington Road despite opposition from Highways Department and Police. It was suggested she prepare a draft letter of complaint for consideration by members at next meeting.

9.5 Cllr Pritchard reported that dog fouling notices were in the process of being displayed

9.6 Cllr McCarthy had reported some overhanging hedges and signs obstructed by hedges to Highways Department and had received a positive response. It was agreed not to prepare a draft letter to residents at this stage but to progress any further issues with Highways direct.

9.7 Cllr McCarthy asked if it was possible to place traffic signs warning of pedestrians in Webbington Road. Clerk to enquire with Highways Dept.

9.8 Cllr McCarthy asked if the AONB signs could be moved to more appropriate locations. She was asked to research whose responsibility the signs were and who had authorised their use in the first place.

9.9 Cllr Glimstead reported that the village sign at Barton Road was missing. Clerk to check who was responsible for replacement.

9.10 Cllr Glimstead asked why the bus shelters were being redecorated when no buses passed through the village. It was explained the shelters were used by schoolchildren waiting for school transport to local schools.

10. Environmental Matters

10.1 There was nothing to report from Environment Advisory Group

10.2 The Chairman read out an update from Mr Parker on Hinkley C and National Grid proposals

10.3 Cllr Parker would make further enquiries about "volunteer strimming". Cost to Council £60.

11. Communications

12.1 No further update on Parish News Link.

12. Correspondence. The Clerk gave details of new Chief Operating Officer on Hinkley project and notification of phasing out of Community Support Grant.

13. Date of next meeting Wednesday 14 September at 7.30pm in Cross Memorial Hall

There being no further business the meeting closed at 8.42pm.

Minutes of Compton Bishop Parish Council Meeting
held at 7.30pm on Wednesday 14 October 2015 at Cross Memorial Hall

Public Participation: Mr P Martin, Mr M Amesbury, Mr & Mrs Parr, Mr & Mrs Jarrett, Mr Lasso and 2 other residents

Present: Cllr K Mace (Chair), Cllr T Mason, Cllr M Pritchard, Cllr D McCarthy, Cllr K Glimstead, Cllr E Parker, and Mr R Pring (Clerk)

1. **Apologies for absence:** There were no apologies.
2. **Approval of minutes:** The minutes of the Parish Council Meeting held on 9th September 2015 were previously circulated to all Councillors. The Clerk had misspelt Cllr Mason's name and this had been amended. These were approved by those present and signed as a true record of the meeting by the Chairman.
3. **Matters arising.** Nil.
4. **Declarations of Interest:** Nil.
5. **Finance Matters.**
5.1 **RESOLVED** the following invoices be paid:-

Cheque no.	Payee	Reason for Payment	Amount
100750	Grant Thornton	Audit Fee	£48.00
100751	R Pring	Clerk's expenses	£22.68
100752	Calico UK	Domain name fee	£18.00

6. **Planning Matters:**

The Chairman adjourned the meeting to allow Mr Paul Martin to address the meeting. The meeting then resumed.

6.1 The members considered planning application 21/15/00017. The Kennels, Webbington. Change of use, conversion and extension into 3 dwellings with garages and car ports and a paddock converted to gardens. Proposed by Cllr Pritchard and seconded by Cllr Parker that the application be supported. **RESOLVED:** This application will be supported.

The Chairman adjourned the meeting to allow Mrs Parr to address the meeting. The meeting then resumed.

6.2 The members considered planning application 21/15/00019, erection of a solar panel farm at Townend Farm, Axbridge. It was noted that this was an Axbridge planning application and neighbouring parishes had been invited to comment. Mrs Parr had given an eloquent address citing various reasons why the application should be opposed and this was received with applause by the local residents present. After a lengthy discussion it was proposed by Cllr Mason, seconded by Cllr Pritchard that the application be opposed. **RESOLVED:** the application would be opposed by this Council.

6.3 The members considered planning application 21/15/00015, conversion of garage to living accommodation at The Granary, Webbington Road. Proposed by Cllr Pritchard, seconded by Cllr Mason that no further development be permitted on this site. **RESOLVED:** to ask for a condition that no further development be permitted within the confines of this site.

6.4 The members considered application 21/15/00016, erection of two-storey extension east of "Alcasta", Old Coach Road. Members were concerned that the entrance to the site did not show sufficient visibility splay to match neighbouring properties and this could have road safety implications. Comments from Mendip Hills AONB concerning possible glare from glass balconies may also be an issue. Proposed by Cllr Glimstead and seconded by Cllr Parker that the application should have conditions concerning non-reflective glass and the entrance splay imposed before it was granted. A vote was taken and was approved by a majority of 4 to 2. **RESOLVED:** SDC be asked to impose conditions concerning the site entrance and the use of non-reflective glass as appropriate.

7. Highway Matters

7.1 Coffin Lane. Cllr Parker reported on a very successful recent opening ceremony attended by James Heapey MP and local councillors. Members agreed that a letter of thanks be sent to the MP for his support with this project and that a letter be sent to Cllr Fothergill at County Hall asking that the Cross junction and safe crossing proposal be progressed with all speed.

7.2 Quotes to replace the bench on the river bank in Old Coach Road had been received and varied from £170-190. It was agreed to defer this matter until the next financial year.

7.3 Cllr McCarthy reported that she had written a letter of complaint to SCC concerning the suggested 30mph limit on Webbington Road and if necessary would refer the matter to the Ombudsman. It was stressed that she had written in a private capacity, not as a Councillor.

7.4 Members discussed additional safety signage along Webbington Road particularly as the area was frequently used by walkers and riders with no pavements etc. The Clerk was asked to write to Highways and ask for pedestrian and wild animal signs to be considered along this stretch of road.

7.5 It was noted that village "name signs" were needed at various locations and Cllr Pritchard agreed to carry out a survey and identify the various locations and details required before an approach to supply the signs be made to SDC.

8. Environmental Matters

8.1 Environmental Advisory Group. Report from Richard Parker had been circulated recently.

8.2 Cllr Parker read out an update from Mr Parker on recent parliamentary issues

10.3 Cllr Parker reported that her husband had volunteered to undergo "strimmer training" from SCC and was waiting for further information. There would be a cost to the Council of £60.00 for the training.

9. Communications

12.1 Cllr Pritchard reported good progress on Parish News Link, hence the increased number of residents present this evening.

10. Correspondence. The Clerk gave details of SCC's winter programme and that 10 bags of gritting material was available at Dunball for collection. Cllr Mace to make further enquiries. Cllr Parker offered to attend the next Cluster Group meeting at Mark on 21st October.

11. Representation. The Chairman reported that he had not been required to attend the installation of the new Vicar but felt that a letter of welcome should be sent from the Council. This was agreed.

13 Date of next meeting Wednesday 11 November at 7.30pm in Cross Memorial Hall

There being no further business the meeting closed at 9.00pm.

Minutes of Compton Bishop Parish Council Meeting
held at 7.30pm on Wednesday 11 November 2015 at Cross Memorial Hall

Public Participation: PCSO Mike Shaw, Cheddar Police

Present: Cllr K Mace (Chair), Cllr T Mason, Cllr M Pritchard, Cllr D McCarthy, Cllr K Glimstead, Cllr E Parker, and Mr R Pring (Clerk)

1. **Apologies for absence:** There were no apologies.
2. **Approval of minutes:** The minutes of the Parish Council Meeting held on 14th October 2015 were previously circulated to all Councillors. It was noted that a reference to Cllr Pritchard at minute 7.5 should have been attributed to Cllrs McCarthy and Parker and this was amended. These were approved by those present and signed as a true record of the meeting by the Chairman.
3. **Matters arising.**
 - (a) The Clerk had written to James Heapey MP thanking him for the Coffin Lane support.
 - (b) The Clerk had sent a letter of welcome to the new Vicar of Compton Bishop.
 - (c) The Clerk and Cllr McCarthy had been in contact with Highways re. additional signs along Webbington Road and were awaiting responses. The template for village signs was with "Cheddar Signs". Replacement costs would need to be obtained from them.
 - (d) It was noted that the footpath at Webbington had been officially closed as it did not comply with the definitive map and was subject to a meeting of interested parties being arranged by SCC Footpaths Officer.

The Chairman adjourned the meeting to allow PCSO Shaw to address the meeting and give details of the crime report for the area. The Police were concentrating on rural crime issues including setting up Farm Watch and Horse Watch schemes. PCSO Shaw was thanked by the Chairman for his attendance. The meeting then resumed.

4. **Declarations of Interest:** Nil.

5. **Finance Matters.**

5.1 **RESOLVED** the following invoices be paid:-

Cheque no.	Payee	Reason for Payment	Amount
100753	Mr R Parker	Website Hosting Fee	£24.95
100754	R Pring	Clerk's expenses	£24.30


6. **Planning Matters:**

6.1 The members had been informed that a planning application 21/15/00009, land at Yeo Bridge Farm was now subject to appeal to allow 5 mobile homes and other buildings on the site. Previous submissions by the Parish Council were already with the Planning Inspector but it was agreed to send another letter supporting SDC's decision to refuse the application.

6.2 The Chairman and Cllr Parker had recently attended a presentation by SDC Planning Dept. concerning the Local Plan Review and Planning Enforcement policy. The Clerk had received a hard copy of the Local Plan which was available for members to consult. It was felt that there was no requirement to submit formal comment on the proposals at this stage. It was noted that the Enforcement staff at Sedgemoor consisted of 3.5 staff members dealing with over 400 cases a year. It had been explained at the presentation that planning complaints were now prioritised with many not being formally investigated. Members felt there was no need to make comment at this stage.

7. **Highway Matters**

7.1 Cllr Pritchard reported that she had received a complaint from a resident about stones placed along the edge of a grass verge in the village and questioned their legality. She agreed to try and find out who owned the grass verge because if it was privately owned there was nothing the PC could do. Otherwise the matter may be progressed through Highways. She also asked about cars parking in the narrow parts of the village and the construction of a pavement. Recently a local resident was stuck behind a school bus that couldn't get through. The Chairman recalled that residents had been surveyed in the past on their view regarding parking of vehicles and had

Signed:  Chairman

Date: 9th December 2015

Page 1 of 2

received a mixed response. It may be time to resurrect the survey. The PCSO had previously stated that cases of wilful obstruction should be reported to them by the 101 system.

8. Environmental Matters

8.1 Environmental Advisory Group. Nothing to report.

8.2 Mr Parker's report on Hinkley C was circulated.

10.3 Cllr Parker offered to serve as the Council's representative on the Mendip Hills AONB advisory group.

9. Communications

12.1 Cllr Pritchard reported good progress on Parish News Link.

12.2 Cllr Mason asked for 2 members to sit on the Village Hall Committee. Cllrs McCarthy and Pritchard agreed to undertake this role.

12.3 Mr Parker was willing to co-ordinate the annual litter pick subject to the proper insurance being put in place.


12.4 Cllr Mason reported that drains had been cleared in Vern Lane so there was no immediate prospect of flooding.

10. Correspondence Cllr Parker asked that a letter be sent to Mr & Mrs Scott of Moorland Farm regarding the construction of a footpath outside of their hedge. This was agreed..

11. Representation Nil.

13. Date of next meeting Wednesday 10 December at 7.30pm in Cross Memorial Hall

There being no further business the meeting closed at 8.55pm.

Signed: .....Chairman

Date: 9th December 2015

Page 2 of 2

Minutes of Compton Bishop Parish Council Meeting
Held at 7.30pm on Wednesday 9th December 2015 at Cross Memorial Hall

Public Participation: There was one member of the public present. Mr R Parker addressed the Council on National Grid- Hinkley C Connection ; Cross Lane revocation ; Sedgemoor Core Strategy consultation

Present: Cllr T Mason (Vice Chairman), Cllr M Pritchard, Cllr D McCarthy, Cllr K Glimstead, Cllr E Parker.

Cllr T Mason (Vice Chairman) opened the meeting by reading a letter he had received from The Parish Council Clerk, Mr R Pring, which was received, by The Chairman, on 1st December 2015, tendering his resignation with immediate effect. Cllr Pritchard queried whether details of the reasons for Mr Pring's resignation should be pursued. It was unanimously **resolved** not to pursue the matter further at this time.

Cllr T Mason (Vice Chairman) also read out a letter which was received immediately prior to this meeting, from Cllr K Mace (Chairman) resigning as a member of Compton Bishop Parish Council with immediate effect.

The Chairman **proposed** that Mr Richard Parker be asked to take the minutes for this meeting. The proposal was approved on a vote of four members for and one member against.

1. **Apologies for absence**
There were no apologies.

2. **Approval of minutes**

It was noted that this item in the published agenda referred to the 'Annual Parish Council Meeting' which was incorrect, it should have read 'Parish Council Meeting'.

The minutes of the Parish Council Meeting held on 11th November 2015 were previously circulated to all Councillors. These were approved by all those present and signed as a true record of the meeting by the Vice Chairman.

Matters arising

- 2.1. Previous item 3(d) – PROW AX15/1: Cllr McCarthy has established that Rob Coate (SCC PROW) has been unsuccessful in his attempt to arrange a meeting with landowners and will discuss the issues with SCC Cllr John Denbee.
- 2.2. Previous item 6.2 – Yeo Bridge Farm : There has been no decision on the appeal regarding planning application 21/15/00009, land at Yeo Bridge Farm for 5 mobile homes and other buildings on the site.
- 2.3. Previous Item 9 – Hall Committee membership : Cllr Glimstead is unable to attend meetings during the day and stood down as Parish Council representative. Cllr Pritchard volunteered to share the role with Cllr Mason.
- 2.4. Previous item 10 – Correspondence regarding Cross Lane Footpath : Cllr Parker has contacted SCC and been told that as Mr Newby (highways Engineer) is leaving, Mr Cowling would be the alternate contact. Mr Cowling stated that he would be unable to meet until after a decision on the SIS application had been reviewed. It was noted that Mr Steve Watts would cover for Mr Newby until a replacement had been recruited. Cllr Parker has had no response from Mrs Scott.

3. **Declarations of Interest**
There was none.

4. **Finance Matters**

4.1. It was **resolved** unanimously that the following invoice be paid:-

Cheque no.	Payee	Reason for Payment	Amount
100754	R Pring	Clerk's expenses	£23.22

4.2. With the absence of The Clerk and The Chairman there was no further report.

4.3. The precept for 2015-2016 will need to be submitted by 8th January. Preparation and approval of the precept documents will require full council approval. It is probable that an extraordinary meeting will be necessary.

5. **Planning Matters**

5.1. Formal complaint to SDC regarding Planning Enforcement procedure :

It was **resolved** by a vote of four members for and one member against that, in the absence of a Clerk, Cllr Parker would be delegated to write to Mr Stuart Houlet (SDC Planning) to request that The Parish Council is advised of any pending decision prior finalisation. A draft is to be agreed by Councillors.

6. **Highway Matters**

6.1. Update on Coffin Lane - It was **resolved** by a vote of four members for and one member against that the Coffin Lane Report would be a standing item for the agenda.

Signed: Chairman

Date: 13th December 2015

Page 1 of 2

December 2015 RP

- 6.2. Proposed 40 MPH limit – (Revocation order MH27102015 Cross Lane) Council agreed that a reduction in the speed limit would contribute to the safety of pedestrians and cyclists. It was unanimously **resolved** that Cllr Parker would respond positively to Somerset Highways but emphasise that this should not have any influence on the proposals for a safe footpath.

The meeting was closed at 8.12pm to allow Mr Parker to report on a meeting that members of the Coffin Lane Campaign group had with Mr Bunting (SCC Highways). During the discussion Mr Bunting suggested the removal of unnecessary 'double poled' signage at the A38 junction. He also commented on CBPC's views on a 40 mph limit on Webbington Road. He suggested that a 40mph speed limit could be achievable between Cross and Loxton.

The meeting recommenced at 8.14 pm.

Cllr McCarthy commented on her personal experience and considered the poles a hazard to pedestrians. It was unanimously **resolved** to request the removal of the double poled sign showing Compton Bishop and Webbington Hotel for both safety and reduction of unnecessary street signs.

- 6.3. Damaged/Missing signs – Cllr McCarthy reported on her survey of damaged signage and result of her contact with SCC.

- a. An unstable 30mph sign at Rackley - now repaired.
- b. A damaged 40 mph sign by Dunnett Farm – SCC has inspected.
- c. Yellow parish signs – The broken Webbington sign has been retrieved and stored by Cllr McCarthy. It was agreed that the location has been incorrect and Cllr McCarthy was requested to suggest a more suitable location. Repairs and relocation could be carried out by volunteers but The Clerk is to contact the Insurance Company to notify them of the damage and for approval prior to work being carried out.
- d. Cllr Glimstead reported that a yellow sign has been missing at Barton Road for some time, the supporting poles are still in situ.

6.4. Webbington Road - Cllr Glimstead reported that there had been no accidents on Webbington Road to support the need for a speed limit and stated that the Parish Council had not supported a 40mph limit when a planning application for building on Webbington Road was submitted in April 2014. He stated that the applicant, Cllr McCarthy, had not declared a personal interest in the 40mph debate. It was explained that the planning application was for an extension to a dwelling and the objection was regarding the potential numbers of cars being parked on the road. The Vice Chairman pointed out that there was no association with the 40 mph and the planning application and that Cllr McCarthy has no pecuniary interest in the Parish Council's pursuit of a 40 mph limit.

6.5. Stones on verges - Cllr Pritchard advised council that a member of the public had reported tripping on stones placed on a grass verge to Somerset Highways. SCC carried out their responsibility to remove obstructions. Residents can request the installation of kerb stones which would prevent vehicles parking, at a cost to the house owner, of £30 per metre. Cllr Pritchard volunteered to inform the residents informally.

6.6. Salt/Grit bags – Cllr Pritchard had collected 5 small bags from the Dunball SCC depot and will identify suitable locations. SCC has placed large bags of grit on the verge at locations at high risk of dangerous icing on roads within the parish.

7. Environmental Matters

- 7.1. Environmental Advisory Group- this group does not exist and the topic will be removed.
- 7.2. Mr Parker reported during pre-meeting public participation that there was no report on The Hinkley C Connection project during this period as the Secretary of State will be considering her recommendation until 19th January 2016.

8. Communications

- 8.1. Cllr Glimstead raised the question of whether councillors should use laptop computers as suggested by Mr Pring, the former Clerk. No case had been presented and the suggestion was considered not relevant at this time.
- 8.2. Cllr Pritchard reported on the successful progress of information gathering for 'Parish Link' and is now ready for the initiative to be advertised on the Parish website

9. Correspondence


- 9.1. A copy of a letter from James Heapey to Cllr Fothergill (Cabinet Member for SCC Highways) in support of the SIS bid submitted by Cllr Denby was supported.
- 9.2. A response from Cllr Fothergill outlined the LTP1, Ltp2 processes and the SIS process. The Coffin Lane Group has been fully informed.
- 9.3. An Invitation to Axbridge Town Council on Sunday 28th February at 3pm, confirmation is required by 31st December 2015. Cllr Parker agreed to attend.

10. Any Other Business

It was unanimously **resolved** to include this as a repeating item on the agenda.

Date of next meeting Wednesday 13th January 2016 at 7.30pm in Cross Memorial Hall

There being no further business the meeting closed at 9.04pm

Signed: .....Chairman

Date: 13th December 2015
2015

Page 2 of 2

Compton Bishop Parish Council

Minutes of Compton Bishop Extraordinary Parish Council Meeting Held at 7.30pm on Wednesday 30th December 2015 at Cross Memorial Hall

Present: Cllr T Mason (Vice Chairman), Cllr M Pritchard, Cllr D McCarthy, Cllr K Glimstead, Cllr E Parker.

1. **Apologies for absence**
There were no apologies.
2. **Appoint a temporary Clerk**
It was **resolved** on a vote of four members for and one member against to appoint Mr Richard Parker as Temporary Clerk.
3. **To elect a Chairman and Vice Chairman**
It was proposed and unanimously **resolved** to elect Cllr Terry Mason as Chairman of The Parish Council.
It was resolved on a vote of four members for and one member against to elect Cllr Pritchard as Vice-Chairman of The Parish Council.
4. **Parish Precept for 2016/2017**
The Clerk reported that SDC had advised that the current parish precept of £6,400 could be increased to £6,598 without increasing the amounts payable on each council tax band for this parish. Cllr Glimstead advised that there is a 2% cap on precept increases. The Clerk informed Council that he had been advised, by SDC, that the cap applied only to our District and County Councils. Cllr Glimstead suggested raising the parish precepts to increase the CBPC budget. It was considered that, as any increase would add to the council tax paid, this would not be in the best interest of the parishioners. It was **resolved** on a vote of four members for and one member against to approve a precept of £6,598 for the 2016/17 submission.
It was noted that the 2016/17 Parish budget had not been approved and would, therefore be an item for the next Parish Council meeting, being held on 13th January.

There being no further business the meeting closed at 7.45pm

Signed: 

.....Chairman :

Date : 13th January 2016

Page 1 of 1