

**April 2017**

**No Meeting**

# Compton Bishop Parish Council

[www.comptonbishopparrish.org.uk](http://www.comptonbishopparrish.org.uk)



## Clerk to the Parish

Hazel Brinton (BA Hons)

60, Worle Moor Road, Weston-s-Mare, North Somerset BS24 7EG

Tel: 07341 977235 Email: [comptonbishoppcc@hotmail.com](mailto:comptonbishoppcc@hotmail.com)

The Chairman opened the meeting formally at 19.30.

Minutes of the Extraordinary Parish Council Meeting of Compton Bishop Parish Council that was held in the Cross Memorial Hall Cross on Wednesday 10<sup>th</sup> May 2017 that commenced at 7.30 pm when the following business was transacted.

**PRESENT** Cllr T Mason (Chairman), Cllr J Cole (arrived 19.35), Cllr A Gooby, Cllr D McCarthy, Cllr E Parker, Cllr M Pritchard together with the parish clerk Miss H Brinton

1. No apologies were received
2. Cllr Gooby declared a pecuniary interest in item 3b being his property
3. On the matter of the following planning applications, council resolved the following
  - a. 21.17.00005 – October House, erection of two storey extension. Council had no observations to make and supported the application
  - b. 21.17.00004- 24 Church Lane, Compton Bishop. Having previously declared an interest, Cllr Gooby left the room. Council had no observations to make and supported the application
  - c. 21.17.00002 – Newlands Farm – creation of new farm access. The clerk explained why the matter was being put to council again as SCC Highways and Environment Agency had now made their submissions and had no observations to offer on either access from A38 or flooding. The council reiterated its view on the matter of retaining green fields between Weare and Cross and affirmed its belief that the bridge could be altered to accommodate the vehicles required instead of forming a new access track on what are currently green fields.
  - d. 21.16.00011 – Yeo Bridge Farm – planning enforcement – council had been made aware of a number of potential infractions of the planning conditions attached to this application and asked the clerk to submit a summary of the infringements to SDC's Planning Enforcement department. They noted that they hedging should be planted as per the conditions with a post and rail fence and not fence panels; a septic tank had appeared to be installed when Environment Agency had recommended mains drain connection; the application was for three mobile and three touring caravans and not the five static caravans with one having had a brick extension built and there were no grassed areas just hard core in its place.
4. Date of next Meeting – it was resolved to hold the Annual Parish Council Meeting on 16<sup>th</sup> May 2017 at 19.30 in St Andrews Church Hall, Compton Bishop as a number of councillors could not attend on 24<sup>th</sup> May 2017 potentially making the meeting inquorate.

There being no more business, the Chairman closed the meeting at 20.05.

Chairman's signature.....

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Tel: 07341 977235 Email: [comptonbishoppcc@hotmail.com](mailto:comptonbishoppcc@hotmail.com)

The Chairman opened the meeting formally at 19.30. Before the start of the meeting, the Chairman thanked Cllrs Pritchard, Parker and McCarthy for their work in making the Annual Parish Meeting a success.

**Minutes of the Annual Meeting of the Parish Council of Compton Bishop Parish Council** that was held in **St Andrews Church, Compton Bishop** on **Tuesday 16<sup>th</sup> May 2017** that commenced at **7.30 pm** when the following business was transacted.

**PRESENT** Cllr T Mason (Chairman), Cllr J Cole, Cllr A Gooby (from 19.35), Cllr E Parker and Cllr M Pritchard together with the parish clerk Miss H Brinton

1. To elect a Chairman for 2017-18. Cllr Parker proposed and Cllr Pritchard seconded that Cllr Mason be nominated. **It was unanimously resolved to appoint Cllr Mason as Chairman for the forthcoming municipal year.**

2. To receive the Statutory Declaration of Office from the Chairman. Cllr Mason duly read aloud and signed the declaration which was countersigned by the clerk.

3. To elect a Vice Chairman for 2017-18. Cllr Pritchard proposed and Cllr Parker seconded that Cllr Gooby be nominated. **It was unanimously resolved to appoint Cllr Gooby as Vice Chairman for the forthcoming municipal year.**

4. Apologies were received from Cllr McCarthy. One other councillor was not present.

5. No declarations of interest were received

**6. To discuss whether advisory groups should be reinstated and elect members if so.**

The Chairman noted that he was not generally in favour of advisory groups except for Highways and felt particularly strongly that there should not be one for Planning. He felt that it had been difficult in the past to challenge and debate decisions presented to Full Council by previous Planning Advisory Groups which may then have not been seen as transparent.

Cllr Pritchard asked if council could appoint an outsider to be an advisor with the lead being a councillor who would talk with the advisor. One councillor would send out information if there was to be a site meeting and other councillors could then have input.

**The Chairman proposed that for planning applications, there should be a lead councillor. Cllr Cole seconded the motion and it was unanimously resolved to adopt the proposal. It was further unanimously resolved that Cllr Pritchard be the lead councillor on planning.**

**It was proposed that Cllr McCarthy continue to lead the Highways Advisory Group as currently with Cllr Parker supporting. It was unanimously resolved to adopt the proposal. It was resolved that Cllr Parker will speak with Mr Eddie Farley about joining the group as an outside advisor.**

Signed by Chairman.....

It was proposed by Cllr Cole and seconded by Cllr Gooby that there be no Finance and General Purposes Advisory Group. It was resolved to accept the motion. It was further resolved that Cllr Cole will take the lead on Finance and work alongside the clerk on finance matters.

It was resolved that Cllr Parker would continue to lead on environment matters as part of the Highways Advisory Group.

7. To agree the continuation of the Staffing Committee and elect members. It was resolved that the committee should continue with Cllr Mason, Cllr Parker, Cllr Pritchard and Cllr Cole as members.

8. 8.1 It was resolved that Cllr Gooby continues to be the Public Rights of Way Liaison.

8.2 It was resolved that Sarah Ayling continues to be the Springfield Wildlife Site Liaison

8.3 It was resolved that Cllrs Cole and Mason continue to be the Cray Charity representatives

8.4 It was resolved that Cllrs Mason and Parker continue to be the Memorial Hall representatives

9. To re-adopt the council's Financial Regulations. It was unanimously agreed to re-adopt the council's Financial Regulations.

10. To re-adopt Council's Standing Orders. The clerk advised council that she had noted that there seemed to be some confusion over the standing orders that had been adopted the previous year particularly as they still contained items that Sam Winter, then County Information Officer at SALC had advised were unlawful in particular those relating to advisory groups. The clerk informed council that she had taken the model standing orders from NALC and inserted the information relevant to Compton Bishop. Cllr Parker advised council that the previous standing order adopted had been written specifically for Compton Bishop Parish Council and the way it works and she suggested the proposed new orders be read through before looking at them again at the next meeting. The item was deferred for consideration until the next parish council meeting.

11. To review the Council's asset register. The clerk advised council that the asset register review was for the year ending March 31<sup>st</sup> 2017 for audit purposes and that the new signs bought in April 2017 onwards would be added to the register for that year's financial records. She confirmed that the bench at Bow Bridge had been added together with the signs and phone boxes to the council's insurance policy for which there had been no additional premium. The asset register for year ending March 31<sup>st</sup> 2017 was reviewed and noted

12. To review the Council's insurance policy. Councillors reviewed and noted the insurance policy for the coming year.

13. 13.1 It was resolved to approve the Annual Governance Statement for the year ending 31<sup>st</sup> March 2017

13.2 It was resolved to approved the Annual Accounts for the year ending 31<sup>st</sup> March 2017

13.3 The clerk produced the internal report from Mr Richard Young showing nothing of concern for members to note.

14. It was unanimously resolved to summons, notices and other such notices be sent by email to councillors

15. It was unanimously resolved that Richard Young be asked to continue to be the council's internal auditor subject to the councillors meeting him at a parish council meeting.

16. To consider the council's response to Planning Application 21.17.00006. The Chairman and Cllr Pritchard had made a site visit. The Chairman informed members that the Conservation Officer at SDC was not happy with the changes to the internal walls but this matter was being dealt with by the architects. Cllr Pritchard explained further that the Dorma windows would not be seen due to the side of the building they were on. It was unanimously resolved to support the application.

17. There were no issues to report from the Annual Parish Meeting which went well.

**18. The minutes of the parish council meeting held on 8<sup>th</sup> March 2017 and the Extraordinary Meeting held on 10<sup>th</sup> May 2017 were adopted and signed as a true record of the meetings.**

19. The items for payment as presented were resolved to be paid

- (1) Alex Gooby Post mix for signs £ 25.35
- (2) Maggie Pritchard Various including wine for APM £ 59.70
- (3) Will Jackson Grass cutting (April & May) £160.00
- (4) Cross Memorial Hall Hall hire £ 60.00
- (5) Richard Young Internal audit fee £ 20.00
- (6) Hazel Brinton Expenses £ 81.62
- (7) Zurich Insurance Insurance premium 2017 £348.72
- (8) Arien Signs Sign and artwork £412.80

20. There were no reports to note

21. There was no correspondence to receive

22. 1) the posting of the Notice of Audit was noted  
2) the sale of the phone boxes to the parish council from BT was noted

23. The provisional dates for the coming year's meetings were set at

- 12<sup>th</sup> July
- 13<sup>th</sup> September (no meeting in August)
- 11<sup>th</sup> October
- 8<sup>th</sup> November
- 13<sup>th</sup> December
- 10<sup>th</sup> January 2018
- 21<sup>st</sup> February
- 14<sup>th</sup> March
- 11<sup>th</sup> April
- 4<sup>th</sup> May (Annual Parish Meeting)
- 9<sup>th</sup> May (Annual Parish Council Meeting)

24. The next meeting was set at 12<sup>th</sup> July 2017.

There being no more business the Chairman closed the meeting at 20.50.

Signed by Chairman..........

**June 2017**

**No Meeting**

# Compton Bishop Parish Council

[www.comptonbishopparrish.org.uk](http://www.comptonbishopparrish.org.uk)



Chairman

Terry Mason

Glebe House Vicarage Lane Compton Bishop BS26 2HL  
Tel: 07850 428484 Email: [comptonbishoppcc@hotmail.com](mailto:comptonbishoppcc@hotmail.com)

There was one member of the public, Mr. D Gove, present.

The Chairman opened the meeting formally at 19.30

## **Minutes of the Parish Council Meeting of Compton Bishop Parish**

**Council** that was held in the **Cross Memorial Hall Cross** on **Wednesday 12th July 2017** and commenced at **7.30 pm** when the following business was transacted.

**PRESENT** Cllr T Mason (Chairman), Cllr J Cole, Cllr K Glimstead, Cllr D McCarthy, Cllr E Parker and Cllr M Pritchard together with Cllr Bob Filmer (Somerset County Councillor)

**Not Present** : Cllr A Gooby

1. No apologies were received
2. **It was unanimously resolved to approve the minutes of the Parish Council Meeting held on the 16<sup>th</sup> of May 2017**
3. Cllr Glimstead declared an interest in the item 7.1 regarding PROW AX15/1

**At 19:35 the meeting was closed** to allow Mr Dave Gove to speak on the subject of the parking of cars on the Grass Verges. It was agreed that an approach to SCC would be made by Cllr Pritchard to see what could be proposed to help to reduce the problem. It was requested that all affected parishioners write to CBPC to register their interest in resolving this issue.

**The meeting was re-opened at 19:45**

4. **Matters Arising**  
It was agreed to delay the adoption of the standing orders until the next meeting.
5. **Finance Matters**
  - 5.1. Cllr Glimstead raised an objection to the payment for the metal sign as he felt "Planning Approval" was needed. The chairman pointed out that as this expenditure had been approved at previous council meetings it was not reasonable to withhold a legitimate payment.
  - 5.2. It was agreed that the planning issue would be investigated but it is believed that as this is not an advertisement and was replacing an existing village sign planning approval was not required.
  - 5.3. Approval was given to all the payments.

Chairman's Signature

**6. Planning Issues**

**6.1. Somerset 1/17/16/083 Callow Rock Quarry**

It was agreed that a draft letter produced by Cllr Parker should be sent by CBPC in response to the request for comments.

**7. Highways and Environmental matters**

7.1. PROW AX15/1 It was agreed that a draft letter produced by Cllr Parker should be sent by CBPC to SCC requesting an update on the progress of this matter.

7.2. The location for the monument stone has been approved by SCC in principle. Cllrs McCarthy and Parker met with SCC Highways Service Manager Liam Gill to discuss appropriate location that would meet the approval of SCC Highways guidelines. Cllrs McCarthy and Parker to speak to the proprietor of The New Inn regarding potential location of the cycle rack.

7.3. Grass Verge. This item was discussed with Mr Gove earlier in the meeting.

7.4. Telephone Kiosks. Artwork and shelving under discussion, still work in progress.

7.5. Cross Lane. Evidence of use leaflets to be collected in and recorded. Results next meeting.

7.6. Cllrs McCarthy and Parker discussed the issue of renewal of the A38 surface with whisper tarmac with Liam Gill who admitted that the surface was cracking in parts but SCC were concentrating on the A39 and A371. Resurfacing is still on the SCC list. It was suggested that the funding for mitigating the effects of Hinkley C should be investigated by Cllr McCarthy.

7.7. Discussion regarding the weight limit for vehicles in the parish resulted in Cllr McCarthy offering to investigate

7.8. Discussion on the DFT Cycling and Walking Investment Strategy resulted in Cllr McCarthy offering to investigate if funding / assistance was available to try to reduce the risk of accidents to visitors to the area. CB parish is in an AONB and many walkers, cyclists, horse riders and tourists access this area for recreational purposes – our roads should be safe for vulnerable users.

7.9. It was agreed that Cllr McCarthy would investigate if funding could be provide to screen the parish from noise of the motorway. Cllr McCarthy to investigate possible funding from the Community Impact Mitigation fund (CIM) from Hinkley C for an environmental corridor along CB parish section of M5/levels i.e. plant hedgerow, trees along this section, will also assist with reducing noise pollution.

7.10. During discussions at the Cluster Meeting it was suggested to Cllr Parker that we contact SCC Highways and request that they renew the "Keep Clear" on the corner by the New Inn with Yellow lines to improve their visibility and try to get the message across of the danger of parking there. A letter is to be sent to request this. Cllr Parker raised this issue at the last Cluster Group Meeting.

**8. WSM A&E closure at night.**

8.1. It was agreed to send a letter of concern to James Heappy MP in support of the stated intention to get the manning levels and suitable staff available to re-open for 24 hour cover

**9. Cray Charity**

9.1. Documentation is in the process of being produced to replace the faded map.

**10. Date of the next meeting 13<sup>th</sup> September 2017**

Chairman's Signature .....





# Compton Bishop Parish Council

**Minutes of the Parish Council Meeting of Compton Bishop Parish Council that was held in the Cross Memorial Hall Cross on Wednesday 9<sup>th</sup> August 2017 commencing 7.30 pm**

There were Four members of the public present : Mr. S Brinson, Mr. R Brinson, Mr. V Toth, and Mrs. C Woolley.

Mr. R Brinson informed The Council of the Compton Bishop Shoot dates for the period November 2017 to January 2018.

Mrs., C Woolley informed The Council of the poor broadband speeds in the area of Rackley Lane and that her neighbour was investigating the provision of faster speeds with BT and an alternate supplier, 'TrueSpeed'. Cllr Cole suggested that Truespeed was not a supplier approved by the 'Connecting Devon and Somerset' initiative.

The Chairman formally opened the meeting at 19.40

**PRESENT** Cllr T Mason (Chairman), Cllr A Gooby, Cllr J Cole, Cllr K Glimstead, Cllr D McCarthy, Cllr E Parker and Cllr M Pritchard together.

1. **To receive any apologies for absence** – there was none.
2. **Approval of Minutes** - The minutes of the meeting held on 12<sup>th</sup> July 2017 - were unanimously approved.
3. **Declarations of Interest** - Cllr Glimstead declared an interest in the item 7.1 regarding PROW AX15/1
4. **Temporary Clerk** – Following the resignation of the previous Clerk, Mr R Parker was appointed as the Temporary Clerk in the interim.
5. **Matters Arising** - Cllr Cole reported on the communications from The Pensions Regulator and the 'Automatic Enrolment Scheme' for Parish Clerks and also the previous clerk's pay review. These would be considered when a new clerk is appointed.
6. **Clerk's Report** – The Temporary Clerk has an on-going appraisal of the current files, papers, finance, banking, etc. There were a number of queries of which some have been resolved by The Chairman.
7. **Planning Matters**
  - a. Application **21/17/00008** - erection of an agricultural building, construction of associated yard and access track at Yeo Bridge Farm  
The Chairman read out the Planning Advisors report and the submission, to SDC, from the SC PROW Officer.

*(The meeting was closed from 19:50 – 19:55 to allow a member of the public to speak.)*

The Councillors raised the following observations:

- i. There was no objection to an agricultural Barn although it was considered to be very large in the local landscape.
- ii. There will be an adverse impact on the countryside from the lighting in the barn
- iii. The proposed Concrete panels and roofing sheets are not in keeping with its location.
- iv. Impact on ecology - It is incorrectly stated that there are no hedges
- v. The increase vehicular activity on the Drove, particularly for agricultural vehicles, would have an adverse impact.
- vi. The Cross Moor Drove is a designated Public Right of Way, the vehicular activity will have an adverse Impact on walkers.
- vii. The drainage of surface water, animal waste, foul water and effluent is not fully addressed.

**It was resolved**, by a vote of six for and one against, to object to this application, for the above reasons.

Chairman's  
Signature



Date :  
13<sup>th</sup> September 2017

# Compton Bishop Parish Council

- b. Application **21/16/00011** –extension of Yeo Bridge Farm. There are possible breaches of planning conditions. Representations have been made by James Heapey and Cllr Filmer but no information has been received. The Clerk was instructed to contact SDC Enforcement for a progress report.
- c. Application – 1/17/16/083 – Somerset CC, Callow Rock Quarry. A letter was sent to SCC and acknowledgement was received.
- d. Axbridge TC comment on the possible use of farm buildings in Cross Lane for residential purposes. The owner of the buildings, Mr S Brinson refuted the allegation and invited the source of the observation and anyone ATC to visit the site to verify its agricultural use.

## 8. Standing Orders

The Standing Orders are being revised by Cllrs Parker and Pritchard and should be available for the next meeting.

## 9. Highways and Environment Matters.

- a. PROW AX15/1
  - i. SCC investigation – details of the request for evidence of use for this path was read out. Signs have been erected to request historical evidence of use.
  - ii. A letter was received complaining about the unavailability of AX15/1. The Clerk had referred the author to SCC both to report his observations and register his historical use.
- b. Cross Lane – Cllr Parker read out a statement covering
  - i. The recent questionnaire sent out to all households in the Parish, over 100 responses have been received
  - ii. The notice and the presence of a bull in the field which accommodates PROW AX1/22 was discussed. The intimidation prevents walkers using this route. The Clerk was instructed to request a meeting with Axbridge TC to discuss the issues.
  - iii. The pedestrian refuge and footpath improvements are scheduled for the 2018/2019 financial year but a further consultation will be required.
  - iv. A family social event for local residents will be held on 16<sup>th</sup> September at the Bow Bridge area and Cross Hall
- c. Monument stone and cycle racks – Cllrs McCarthy and Parker are meeting Alan Starling (Quarry Manager) on 24<sup>th</sup> August to agree final arrangements.
- d. Whisper tarmac on the A38 – Cllr McCarthy is investigating potential finance initiatives. SCC has confirmed that it is “on its list”.

## 10. Correspondence + other communications

- a. Received
  - i. Cluster Group - noted
  - ii. Shooting Compton Bishop – the police have stated that the practice is not illegal.
  - iii. A verbal enquiry - by a resident to install a safety mirror opposite his dive has been referred to SCC Highways, to install mirror for exiting drive.
- b. Weston A & E Closures - James Heapey MP is working with John Penrose MP to restore 24 hour opening of A & E and has had a response that further options are being investigated. He will keep The Council informed.

## 11. Date Next Meetings

- a. **Next Meeting - 13<sup>th</sup> September**
- b. **Dates of subsequent meetings**

The hall booking for the Parish Council meeting on February 16<sup>th</sup> 2018 conflicts with a previously confirmed regular booking. The next Parish Council meeting has been confirmed for 14<sup>th</sup> February.

Chairman's  
Signature



Date :  
13<sup>th</sup> September 2017

# Compton Bishop Parish Council

Minutes of the Parish Council Meeting of Compton Bishop Parish Council that was held in the Cross Memorial Hall Cross on Wednesday 13<sup>th</sup> September 2017 commencing 7.30 pm

There was one member of the public present : Cllr Bob Filmer (SCC)

PRESENT Cllr T Mason (Chairman), Cllr K Glimstead, Cllr D McCarthy, Cllr E Parker.

1. **To receive any apologies for absence** – an apology was received from Cllr Pritchard, not present - Cllr Gooby.
2. **Approval of Minutes** - The minutes of the meeting held on 9<sup>th</sup> August 2017 were approved unanimously.
3. **Declarations of Interest** - Cllr Glimstead declared an interest in the item 9a, 12f, 12i in respect of PROW AX15/1
4. **Matters arising** – There were none
5. **Staffing Committee Report**
  - a. **Casual Vacancy** : Following the resignation of Cllr Cole, a Casual Vacancy has been formally advertised. The Council will be notified of any request for an election by 21<sup>st</sup> September. If none is received a notice of co-option will be posted. Mr Cole has agreed to remain Chairman of The Cray Charity with Cllr Mason as the Parish Council representative.
  - b. **Clerk Vacancy** : The vacancy remains. It was noted that there are other vacancies for Clerks within nearby parishes.
  - c. **Staffing Committee Vacancy** : Cllr Cole's resignation leaves a vacancy on the Staffing Committee. Cllr McCarthy agreed to volunteer fill the vacancy.
  - d. **Subscription to Somerset Association of Local Councils** : It was noted that The Council is a member of SALC. Councillors were provided the login information.
6. **Clerk's Report** –
  - a. The Clerk received a copy of a Funding Application form for a Transparency Fund from the previous Clerk. The Chairman confirmed that this was a confirmation of an application for funding for a computer, software and scanner.
  - b. Staging date for pensions scheme (October 1<sup>st</sup>) - The Council will respond that, as there is no Clerk, the automatic enrolment is not appropriate.
  - c. There will be a Cluster Group meeting on 30<sup>th</sup> November at 7pm in Mark Hall
  - d. The SID (Speed Indicator Device) failed during July and a replacement slot is being re-scheduled.
  - e. The Dog bin at The Scaurs was removed on Health and Safety issues because of its location. The Manager of Clean Surroundings will inspect the area for a more suitable location. The Clerk has offered to be contacted for the site visit.
  - f. Cllr Pritchard has offered to take on the role of Responsible Finance Officer but would need to pass some of her responsibilities (to be identified) to other Councillors.
7. **Finance Matters**
  - a. The last reconciliation of accounts was 2<sup>nd</sup> March 2017. The Temporary Clerk presented a financial report covering the period March to September including a statement of approval for payments omitted from the July Parish Council meeting. These statements were approved. There was one issue of a possible error and underpayment of 10p which will be investigated.
  - b. The 2018/19 budget and precept will need to be considered at the next PC meeting
8. **Planning Matters**
  - a. The Proposed Sedgemoor Local Plan has been submitted to the Planning Inspectorate for examination and will include public hearings.
  - b. Letters from The Mendip Society and the CBPC Planning Liaison Officer concerning Planning Application 21.16.00011, Gypsy Site, were read out by The Chairman. The issues of enforcement, Building Control and Planning with regard to hedging, fencing, stone ground covering, site visibility, septic tanks and use of the Drove were raised. It was resolved to write to Sedgemoor District Council (SDC) supporting the issues raised by The

Chairman's  
Signature



Date :  
11<sup>th</sup> October 2017

# Compton Bishop Parish Council

Mendip Society and request an update on SDC's inspections. A copy to be sent to James Heapey M.P.

- c. The Clerk reported that Cllr Pritchard has produced two papers identifying SDC approved Planning Policies and CBPC Village Design Statement guidelines. The purpose is for a checklist for each Councillor to consider when scrutinising Planning Applications. To be discussed at the next meeting.
- d. Development Management meetings are scheduled for 12<sup>th</sup> or 18<sup>th</sup> October from 5.45pm at Bridgwater House.

## 9. Highways and Environment Matters.

- a. Footpath PROW AX15/1 – Somerset County Council's (SCC) investigation into evidence of use is on-going. A letter from SCC to The Chairman requesting historic evidence has been submitted.
- b. Cross Lane – It was proposed that a letter be sent to SCC to endorse the questionnaire results and comments as sent by Tess Gill (Chair of Coffin Lane Campaign group).
- c. Monument stone and cycle racks – The stone has been chosen and one quotation for transport and erection has been obtained, two more quotations are being sought.
- d. Poor Visibility at Bourton Lane – to be reported to SCC a road safety issue.
- e. Parking on Old Coach Road (east) – MP is arranging a meeting with residents in the area for their views. A member of the public wanted it to be recognised that residents do not want yellow lines outside their houses as it would result in faster traffic and increased danger to pedestrians, especially the many children in that area.
- f. Weigh restriction on roads – on going
- g. Phone Boxes - EP reported that the boxes are now officially the property of CBPC. Cleaning and preparation will take place shortly and two artists are ready to provide paintings.
- h. Super-Fast Broad Band – Gigaclear is proposing to build a fibre network which includes Compton Bishop as part of the 'Rooksbridge roll out' plan. Monthly charges and installation costs are published.

## 10. Standing Orders

- a. EP and MP completed the revision of the Standing Order which was circulated to councillors. It was unanimously agreed to adopt the 2017 version.

## 11. Cray Charity

- a. Just Cole will continue as Chair of the Charity with Cllr Mason as the Parish Council trustee member.

## 12. Correspondence was noted and the following were commented on or discussed :

**12.d)** Axbridge Town Council has advised that Cllr Barbara Myerson would be available to discuss Cross Lane Footpath issues. Cllr Parker will arrange a meeting with herself, Tess Gill.

**12.d)** ATC invite to Blackberry Carnival – Cllr McCarthy to see if she is available.

**12.g)** 'Individuals in Crises' voucher scheme – the scheme has been overwhelmed and will close its offers by 28<sup>th</sup> September

### (Cllr McCarthy left the meeting at 8.45)

**12.J)** RLT2 and RLT3 Funding (contributions from development for play areas) – It was unanimously approved to apply for the funding to provide finance to the Axbridge play area.

**12.i)** Defibrillators for Communities Awareness Campaign – It was unanimously approved to support the initiative by two ladies in Compton Bishop to raise funds for two defribulators,

Cllr Parker raised the issues outlined in 'Somerset Prepared' letter regarding Community Places of Safety which would provide emergency shelter for local people. Cllr Parker will raise the subject at the next Hall Committee meeting.

## 13. Date of Next Meeting – Next Meeting - 11<sup>th</sup> October 2017

The Meeting Closed at 9.00pm

Chairman's  
Signature



Date :  
11<sup>th</sup> October 2017

# Compton Bishop Parish Council

Minutes of the **Compton Bishop Parish Council Meeting** that was held in the Cross Memorial Hall Cross on Wednesday 11<sup>th</sup> October 2017 commencing 7.30 pm

There was one member of the public present : Cllr Bob Filmer, Somerset County Council (SCC)

**PRESENT** Cllr T Mason (Chairman), Cllr Gooby, Cllr K Glimstead, Cllr E Parker, Cllr Pritchard, Cllr D McCarthy (arrived 7.40pm)

1. **To receive any apologies for absence** – There were none
2. **Approval of Minutes** - The minutes of the meeting held on 13<sup>th</sup> September 2017 were approved unanimously.
3. **Declarations of Interest** - Cllr Glimstead declared an interest in the item 8a in respect of PROW AX15/1
4. **Matters arising** – There were none
5. **Staffing Committee Report**
  - a. **Casual Vacancy** : The application period expires on 12<sup>th</sup> October and currently there is one applicant.
  - b. **Clerk Vacancy** : The Chairman proposed that a Staffing Committee meeting is held to consider the employment of the temporary clerk. The proposal was approved with one abstention.

**Clerk's Report** –

  - c. Code of Conduct – A previously circulated draft of the Members Code of Conduct, based on the Somerset Association of Local Councils (SALC) document was unanimously approved.
  - d. Transparency Fund – the application for provision of a laptop computer and printer was submitted but the results and further details are unknown. The Chairman will make contact with the previous clerk for information.
6. **Finance Matters**
  - a. The finance report was received by Councillors and approved.
  - b. With the resignation of Cllr Cole, a replacement for the third signatory is required. It was agreed to consider this at the next (November) meeting.
  - c. Payments the following payments were unanimously approved :
    - Cllr Pritchard – grass seed for Bow Bridge area : £10
    - Cllr Pritchard – Stationery : £3.99
    - Calico - Domain name for 3 years : £64.80
  - d. Draft Budget and precept – The Temporary Clerk presented a draft of the current year finance, the out turn for this financial year and consider requirements and proposals for items in the next (2018 to 2019) current financial year. Where possible, details, projects and their costs are to be identified. These will be reviewed at the next Council meeting.
7. **Planning Matters**
  - a. Planning Applications – there were none.
  - b. An invitation was received from Sedgemoor District Council for their Annual Planning Seminar on October 18<sup>th</sup>. Cllr Parker, Planning Liaison Officer and Clerk have volunteered to attend and have been registered.
8. **Highways and Environment Matters.**
  - a. Footpath PROW AX15/1 – The Clerk was instructed to write to SCC Rights of Way for a progress report on their investigation.
  - b. Cross Lane- Cllr Parker reported on the positive meeting she had with Cllr Myerson from Axbridge Town Council regarding the concerns for the accessibility of footpaths AX15/14 and AX1/22.

Regarding the Small Improvement Scheme (SIS), Cllr Filmer reported that SCC is currently preparing a safety audit which should be completed by the end of October when they will formally give an update on the project.

There were two successful events in the past two months. The village duck race was a very popular with many residents participating and there was also a 'Pub Walk' to Axbridge.

Chairman's  
Signature



Date :  
8<sup>th</sup> November 2017

# Compton Bishop Parish Council

- c. Village marker stone and cycle racks – Cllr McCarthy has received two quotations to transport and position the stone donated by Callow Quarry. The quotations were for £800 and £350. It was agreed to accept the lower quotation. The road works licence of £90 for the installation to be sent to Liam Gill via the contractor.  
There is not sufficient space to erect the cycle racks near The New Inn and alternate locations are to be considered.
  - d. Poor Visibility at Bourton Lane as a result of a heavy growth of, in particular, brambles. It was agreed that this is a road safety issue and the Clerk was instructed to contact the farmer to have the brambles cut back/removed. The verge could then be enhanced with a planting of wild flower seed.
  - e. Webbington road safety – Cllr McCarthy described the large numbers of visiting cyclists using the Webbington Road and the lack of warning signs for motorists. It was agreed to approach Somerset Highways to have a sign erected warning of cyclists on the road, this could be included on the existing 'Horses' sign post. The Clerk was instructed to contact Highways to progress the proposal. Cllr Filmer provided the names of Jeff Bunting and Katherine Tyson as contacts.
  - f. Parking and congestion Old Coach Road – Cllr Pritchard reported on her meeting with residents who are directly affected and a number of initiatives were put forward including obtaining photographic evidence, installing traffic calming measures, establishing a speed watch team and introducing a 20mph zone. The Clerk was instructed to investigate the criteria for the above and to contact Somerset Highways for a site visit.
  - g. Obstruction of paths in Cross – The Council will identify those properties with hedges shrubs and trees which overhang the footpath causing an obstruction. The clerk was requested to write to those households.
  - h. Weight restriction on roads – The clerk was instructed to research the criteria for weight restrictions on country roads.
9. **Phone Boxes** - Cllr Parker reported that she had cleaned both Kiosks and contacted resident artists. Mr Buckler has volunteered to develop the Box opposite Church Lane and Mrs Watson has commenced the design for the box opposite The White Hart.
10. **Community volunteer Group**  
Cllr Pritchard reported on the successful response from parishioners who are willing to volunteer for a variety of work in the parish including maintenance of sign/finger post, shelters and creating a wild flower area by Rackley Lane. Approval was given for mileage claims for travel to Malborough, Wiltshire, to research wild flower planting.
11. **Correspondence and other Communication**
- a. The RLT 2/3 funding, not relevant to Compton Bishop Parish, has been gratefully received by Axbridge Town Council.
  - b. Cllr Mason reported on the initiative of two ladies in Compton Bishop who will be raising funds for three defibrillators to be located at The Webbington Hotel, Compton Bishop and Cross. The cost will be met by the funds raised.
  - c. It was noted that Wedmore has successfully installed solar panel for their village hall. It was agreed that the hall committee should be informed of the benefit of a similar installation.
  - d. It was reported that vehicles continue to illegally use the PROW AX15/18 Drove Road.
12. **Date of Next Meeting – Next Meeting – 13<sup>th</sup> December 2017**

The Meeting Closed at 8.45pm

Chairman's  
Signature



Date :  
8<sup>th</sup> November 2017

# Compton Bishop Parish Council

Minutes of the **Compton Bishop Parish Council Meeting** that was held in the Cross Memorial Hall Cross on Wednesday 8<sup>th</sup> November commencing 7.30 pm

There were two members of the public present : Mr J Glimstead, Mrs C Woolley  
(apology received from County Councillor R Filmer)

**PRESENT:** Cllr T Mason (Chairman), Cllr A Lane, Cllr E Parker, Cllr Pritchard (Cllr K Glimstead not present)

1. **To receive any apologies for absence** – Cllr A Gooby, Cllr D McCarthy
2. **Casual Vacancy** : The Chairman welcomed Cllr Alex Lane on joining the team of Councillors.
3. **Approval of Minutes** - The minutes of the meeting held on 11<sup>th</sup> October 2017 were approved unanimously.
4. **Declarations of Interest** - There were none
5. **Matters arising** – There were none
6. **Staffing Committee Report**
  - a. **Clerk Vacancy** : The Chairman reported that the committee had reviewed the expectations for the role of Clerk. Richard Parker, who has voluntary temporary clerk since July, has been employed as Locum Clerk.
7. **Clerk's Report** :
  - a. Transparency Fund – the £590 funding has been approved and will be received from SALC shortly. The Clerk was instructed to determine what restrictions there were on the equipment to be purchased.
8. **Finance Matters**
  - a. The finance report was received by Councillors and approved.
  - b. The following payment was approved :
    - i. Hire of Hall for CBPC meetings May - Oct 2017 : £90
  - c. Draft 2018/19 Budget. The Clerk presented a draft of the 2017 outturn and 2018/19 budget items. Councillors were requested to submit budget items prior to the December meeting. Cllr Pritchard was requested to mark a map of areas where mechanical hedge/grass cutting was required for budget purposes.
  - d. Internet Banking. The Chairman informed Council that a formal letter from The Chairman and minutes of the meeting authorising the account to be set up would be required. The proposal to set up Internet Banking, with the Chairman responsible, the clerk to raise the payment and two members to authorise payments was approved unanimously.
  - e. Defibrillator funding. Funds will be raised by parishioners with the Chairman and the Clerk as custodians of the fund which will be maintained in the Councils' Project account. The target is for three defibrillators in the locations of Webbington, Compton Bishop and Cross.
9. **Planning Matters**
  - a. Planning Applications - 21/17/00008 – Land at Yeo Bridge Farm has been approved by SDC contrary to this Council's response.
  - b. Holiday Lodge, Barton Road, Webbington (application 21/14/00001) – A report by the Planning advisor was considered by Council. In view of the discrepancies between the approved plans and the current build it was proposed, and unanimously approved, that a letter be sent to Sedgemoor District Council Planning Department along with the concerns and the outstanding complaint.
  - c. Cllr Parker reported on the Sedgemoor District Council Annual Planning Seminar. It was very well attended. SDC endorsed the use of projectors for councils to view planning applications. It was agreed that a projector could be beneficial for Council when viewing planning applications. An introductory session would be arranged by The Clerk. The Government's drive for considerably more housing was of concern to The Council. The proposed large developments in Axbridge, Cheddar, Banwell and Churchill would have a major impact on the infrastructure and conditions in our area. SDC will be conducting their own consultancy regarding Highways/Infrastructure and The Clerk was instructed to register CBPC's interest and request to be informed.
  - d. Sedgemoor Local Plan. The Planning Inspectorate hearings will take place from December 12<sup>th</sup> and January 26<sup>th</sup>, Cllrs Mason, Parker and The Clerk to be registered to attend.

Chairman's  
Signature



Date :  
13<sup>th</sup> December 2017

# Compton Bishop Parish Council

- e. Correspondence was received from SDC Planning Dept. concerning Application 2/16/00030 Land to the south of Houlgate Way, Axbridge. There are amendments to reduce the number of dwellings from 80 to 53, to reduce the site area and revision of layout. The Clerk was instructed to write to SDC Planning re-stating our previous objection.

## 10. Highways and Environment Matters.

- a. **Footpath PROW AX15/1** – Somerset Rights of Way have notified Council that a draft of their Section 53 investigation report would be available by the end of January 2018. It was noted that the green finger pcst on the east side of the stile was missing. The Clerk was instructed to contact the Police on the possible theft of this item and the insurance company notified.
- b. **Cross Lane**- A draft report has been received for comments to be made by the end of November. It was stated in the report that no response had been received from this Council. The Clerk was instructed to write to SCC to inform them that the project team, i.e. the 'Coffin Lane Campaign Group' was formed by and reports to this council. There are a minimum of two councillors present at each meeting. The council was party to the response from this group.  
It was noted that a request had been received from Mr Scott to inspect The Council Minutes for the period 1979-1997. The Clerk had located minutes for 1994 -1997 and made them available on the Parish website. The 1978-1984 are hand written in a minute book which will be scanned to be made available. The cost of this work cannot be recovered.  
The locations of historic Council minutes, from 1894, were researched and were at the Somerset Heritage Centre, in Council minute books and available on the Parish website.
- c. **Village marker stone** – Cllr Parker described the installation costs which could be up to £350. An initial cost of £90 would be required for legal notices and administration but could incur an overall cost of £350. It was unanimously approved to reserve the £350 and pay the initial £90 out of this sum.
- d. **Webbington road safety** – Contact has been made with Highways regarding signs on Webbington Road. Awaiting a response.
- e. **Issues at the east of Old Coach Road**
  - i. Cllr Parker reported on her meeting with Police. The requirements for a dedicated team and 30 metre clear road and equipment and the possibility of using equipment from other councils was discussed.
  - ii. Obstruction of paths in Cross – Liam Gill had advised that he would investigate the obstructions on the highway and letters would be sent to those households.
  - iii. Weight restriction on roads – The clerk advised council that applications can be made on-line.
  - iv. Flowers – Three ladies have taken responsibility of maintaining the flower containers and have planted the winter selection. SDC has indicated that they may be able to provide wild flower seed.
  - v. Footpath issues – the hedge on AX15/16 is in need of maintenance as the path is restricted.

## 11. Community volunteer Group

- a. Cllr Pritchard reported that she has 15 men and 8 lady volunteers. 5 men will be working on the wildlife site from 24<sup>th</sup> November. TM will be sponsoring Hi-Viz tabards for all volunteers and MP will develop risk assessments for the work being carried out. Sedgemoor Cleansing Service officer is looking to provide wild flower seeds for the parish.
- b. AL has volunteered to host a Christmas 'get-together'

## 12. Correspondence and other Communication

- a. There will be a Cluster Group meeting in Mark on 30<sup>th</sup> November
- b. Salt bags are available for collection on 25<sup>th</sup> November (9.00 – 13.00). Cllr Lane volunteered to collect from Dunball Depot.

## 13. Date of Next Meeting – Next Meeting – 13<sup>th</sup> December 2017

The Meeting Closed at 8.50pm

Chairman's  
Signature



Date :  
13<sup>th</sup> December 2017



# Compton Bishop Parish Council

Minutes of the **Compton Bishop Parish Council Meeting** that was held in the Cross Memorial Hall Cross on Wednesday 13<sup>th</sup> December 2017 commencing 7.30 pm

There was one member of the public present : County Councillor R Filmer

Cllr Filmer, Councillor Somerset County Council (SCC) gave the following report:

*There is an initiative of SCC and Devon to form a joint committee with district councils to improve help draw down powers and finance from Government. 19 councils are involved and David Fothergill (SCC) is the leader of the committee.*

*SCC and 5 Somerset Districts have submitted a bid to government to be a "Pilot scheme" for Business Rate retention.*

*Library services will be retained in-house at least for the next 2-3 years*

*Children's services previously had received a 'poor performance' from OFSTED. Have recently been re-inspected and it is now improving, the report will be published in January.*

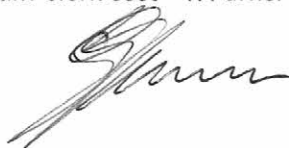
*The Huntspill Energy Park, on the site of the old Royal Ordnance factory near Puriton, has gained planning permission and will focus on low carbon and energy generation. Once operational, the Park will create in the region of 4,500 high value and skilled jobs.*

The Chairman opened the meeting at 7.35pm

**PRESENT:** Cllr T Mason (Chairman), Cllr A Lane, Cllr E Parker, Cllr Pritchard, Cllr D McCarthy, Cllr K Glimstead

1. **To receive any apologies for absence** – Cllr A Gooby
2. **Approval of Minutes** - The minutes of the meeting held on 8<sup>th</sup> November 2017 were approved by all councillors present at that meeting. Cllr Glimstead was not present at the November meeting and abstained.
3. **Declarations of Interest** - Cllr Glimstead declared a pecuniary interest in item 8a.
4. **Matters arising** – There were none
5. **Staffing Committee Report**  
The Chairman reported on the Staffing Committee meeting held on 26<sup>th</sup> October and the employment of Mr R Parker as Locum Clerk who agreed to the payment of £8.61 per hour for 21 hours per month commencing October 1st 2017.
6. **Clerk's Report** :
  - a. Cllr Alex Gooby, Vice Chairman, advised The Council of a leave of absence for the next three months because of work pressures.
  - b. The results of the July 2017 Speed Indicator Device (SID) have not been received, the clerk has contacted Mr Grabham for these. The SID programme, due to finish in December 2017 has been extended to the end of March 2018 to allow Councils to decide on options available.-
  - c. Transparency Fund – the £590 funding is waiting for a cheque to be signed by the SALC chairman. The fund will pay for a laptop, software and scanner.
  - d. Cllrs were advised that the bags of grit were for the benefit of parishioners and Cllrs should not take on the role or responsibility for gritting.
  - e. The appointed Auditors for the period 2017-2022 are PFK Littlejohn. Forms will be received electronically in April/May 2019. This council with less than £25,000 income/expenditure is exempt from fees and charges.
7. **Finance Matters**
  - a. The finance report was received by Councillors and approved by all.
  - b. The following payment were unanimously approved :
    - i. M Pritchard : Peat, manure, plants : £23.96
    - ii. Grass Cutting for October – W Jackson : £87.00
    - iii. Wheel security lock for Work Party Trailer – M Rolfe : £11.88
    - iv. Stationery – Clerk : £25.48 (13 July - Dec 2017)
    - v. Donation request – Compton Bishop Church : £400
    - vi. Locum Clerk cost – R Parker : £447.88 for the period October-November 2017

Chairman's Signature



Date : 10<sup>th</sup> January 2018

# Compton Bishop Parish Council

- c. Internet Banking has been set up and awaiting the receipt of the authorisation module. It requires the Chairman and two others to be signatories, Cllr Lane agreed to be the third signatory and will register at an HSBC branch.
- d. Defibrillator funding - The financial/banking arrangements are nearing completion.
- e. Draft 2018/19 Budget - The precept request was received later this year with a deadline of January 5<sup>th</sup>. An extension to 13<sup>th</sup> January has been obtained. The Clerk presented a draft of the 2017 outturn and 2018/19 budget items. Councillors agreed that the precept should be £7,570 and the budget shortfall would come from reserves. Some items on the draft will be amended and a revised budget and confirmation of the precept would be available for the January Council Meeting.

The request for a dog-bin for Church Lane was accepted and will be included in the draft budget.

## 8. Planning Matters

### a. Planning Applications

Councillor Bob Filmer left the room at 8.19 pm (Declared Interest – Chair of Sedgemoor Planning Committee)

- i. Application Number 21/17/00009 Change of use of barn to home office/gym. Decision : by a unanimous vote - no objection.
- ii. Application Number 21/17/00010 Retention of attached garage. Councillors had no objection to the retention of the garage but objected to the numbers of lights on the drive and the building. A motion to approve the retention of the garage but object to the lights was rescinded after Cllr Glimstead pointed out that the lighting was not part of the application.

(The meeting was closed at 20.17hrs to receive procedural guidance from Cllr Filmer) the meeting reopened at 20.21 hrs when Cllr Filmer left the room.)

A motion to object to this application was proposed by Cllr Mason, seconded by Cllr Pritchard to the application - The installed lighting has an adverse impact on neighbours and the visual amenity of this sensitive area (refer to 21/15/00016 condition 4). It does not comply with the Village Design Statement particularly items 6.3 (features not appropriate) and 7.10 (ensure lighting is not intrusive). This council would withdraw its objection if the lighting was modified to have fewer and less intrusive lights.

The motion was carried with five votes for and one against.

- iii. Application Number: 21/17/00011 Old Manor House, Cross. Decision by a unanimous vote - no objection.
- b. Sedgemoor Local Plan : The Planning Inspectorate Hearing Programme is under way with Cheddar featuring on the agenda and Paul Fineran as their spokesman. The Cluster Group addressed the issues of rural roads and speed limits. EP reported on the increasing traffic through the village. The DM and EP will work on a scheme to measure traffic movements.
- c. Bristol International Airport (BIA) Expansion : The Clerk advised The Council on the North Somerset Consultation regarding the impact of BIA's plans to increase passenger numbers from the 2004 level of 4.5 million to 15 million by 2030 and 20 million in 2040. BIA states that the A38 is a 'major headache' but say 'any major improvement schemes are unlikely to be delivered before 2025 at the earliest'.

(Cllr Filmer re-joined the meeting and Cllr Glimstead left the meeting at 8.42 pm)

## 9. Highways and Environment Matters.

- a. **Footpath PROW AX15/1** – The draft report on the PROW is expected to be ready by the end of January 2018. The Planning Compliance officer (SDC) has registered the matter for investigation. No date has been received and the Clerk has been unsuccessful in contacting Mr Arnold.
- b. **Cross Lane**- Cllr Parker gave a full report on the current situation. A letter has been received from SCC PROW to advise that because of a number of detailed responses have been received, their

Chairman's Signature



Date : 10<sup>th</sup> January 2018

# Compton Bishop Parish Council

deadline will not be met. Tess Gill has responded to advise them that the deadline of 5<sup>th</sup> January was set by The Planning Inspectorate and so they would be in default. Details of the responses they received have been requested.

It was unanimously resolved to instruct the clerk to write to SCC to fully endorse this letter.

- c. **Village marker stone** – There is lack of progress because of the inability to contact SCC officers to progress this project. Liam Gill has been on holiday. An initial cost of £90 would be required for legal notices and administration but could incur an overall cost of £350. It was unanimously approved to reserve the £350 and pay the initial £90 out of this sum.
- d. **Location for bike racks in CB parish** – a possible site is opposite The White Hart, DM, EP, and MP to view the location.
- e. **Speed Watch** – DM has spoken to the lead of the Shipham Speed Watch group who advised that it should be run by volunteers. The cost of a speed gun is £300. MP to send a request for volunteers on the 'Link' system.
- f. **National Grid Planting Scheme** – DM reported on the scheme which would require landowners to make land available. RP to provide the NG re-planting scheme as presented during the consultations.
- g. **Issues at the east of Old Coach Road** – No feedback received from highways MP will raise the issues after the Christmas period.
- h. **Village Flowers** – The winter planting is complete. MP will negotiate with Cheddar Garden Centre for next year's supplies.
- i. **Footpath issues** – the hedge on AX15/16 is in need of maintenance as the path is restricted. The Chairman agreed to receive an update from the footpaths liaison officer, Alex Gooby.
- j. **Cross Turnpike Milepost** – EP has uncovered the Turnpike milepost with a view to adopting it. The Clerk was instructed to write to SCC Highways to request adoption

## 10. Community volunteer Group

- a. A social event for volunteers was arranged by MP and hosted by AL was very much appreciated. They were thanked for this very successful event.
- b. A 'Hi-Viz' tabard for volunteers will be sponsored by TM

## 11. Correspondence and other Communication

The Chairman is unable to attend the Axbridge Community Awards Ceremony. DM or EP will represent him.

## 12. Date of Next Meeting – Next Meeting – 10<sup>th</sup> January 2018

The Meeting Closed at 9.12 pm

Chairman's Signature



Date : 10<sup>th</sup> January 2018