

**DOULTING PARISH COUNCIL**

<b>MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON TUESDAY 10th MAY 2016</b>		
<b>VENUE AND TIME OF THE MEETING: DOULTING VILLAGE HALL @ 7.30pm</b>		
	<u>Present:</u> Cllrs Paula Fidge, Ros Wilkins, Ann Crowcombe, Sarah Goff, John Shepherd, Barry Clarke; also in attendance David Van Dyk and Alan Butcher (Clerk)	
1	<u>Apologies for absence.</u> Nicola Housley (A&S)	
2	<u>Election of Chairman.</u> Cllr Fidge was elected and signed the Acceptance of Office Form.	
3	<u>Election of Vice Chairman</u> Cllr Wilkins was elected and signed the Acceptance of Office Form.	
4	<u>Appointment of Proper Officer:</u> Alan Butcher.	
5	<u>Appointment of Responsible Financial Officer</u> Alan Butcher	
6	<u>Appointment of Parish Council Committees:</u> <b>a: Glebeland Committee:</b> Re-appointment of committee members currently Ann Crowcombe (Chair), Barry Clarke, Mary Newman, Emma Hill, Margaret Hares. Retiring member David Kimber. All existing members were re-appointed with Ann Crowcombe as chair. Thanks were conveyed to David Kimber for his work on the committee; clerk to write letter of thanks. Committee to consider replacement members at the next Committee meeting.	
7	<u>Appointment of Representatives to Outside Bodies:</u> <b>a: Village Hall Committee</b> – one representative – Cllr Goff was appointed.	
8	<u>Public Forum:</u> The Chairman will adjourn the meeting for a maximum of 10 minutes to allow public participation.  Eight members of the public were present and the chairman welcomed two members of Cranmore Parish Council to the meeting.  Gail Blaker raised the matter of tractors and speeding on Chelynch Road which had been reported to the PCSO. It had been suggested that agricultural contractors be contacted to remind them of the speed limit within the village. She was concerned that the speedwatch had not been active recently. The chairman noted that we were all volunteers and that the council would do its best to work with other organisations to get action of speeding and other concerns.	

	Joyce Godden was concerned about the loose copings on the wall at Padfield Green which were believed to be under the ownership of Mendip Housing; clerk to check ownership and write as required.	
9	<u>Declarations of Interest:</u> None.	
10	<u>Acceptance of the Minutes of previous meetings:</u> The clerk advised corrections to section 3 – Declarations. Cllr Crowcombe had asked for the inclusion of the full declaration she had made at the meeting and the declaration made by Cllr Goff was recorded incorrectly. The minutes had been duly corrected and it was agreed that the minutes as amended should be considered. Cllr Clarke expressed his concern about the way in which the presentation about the quarry application at the last meeting had been handled. He felt that this had taken too long. The chairman advised about the process which had led to the presentation being given and felt that it had been useful for councillors to understand the extent of the application. Cllr Clarke also expressed his concern about the voting on the application which he felt should not have included those councillors who had declared an interest. The clerk advised that he considered that the declarations did not prevent the councillors from taking part in the debate and vote. Cllr Fidge was happy with the conduct of the meeting. Cllr Wilkins felt that a proper protocol should be established for dealing with planning applications. Cllr Shepherd expressed concerns about ensuring that the views of parishioners were taken into account. The Minutes of the meeting held on 12 <sup>th</sup> April 2016 as corrected were agreed and signed as a true record.	
11	<u>Matters Arising from the Minutes of the previous meeting:</u> a: Shelter for school children – The clerk had received confirmation from Knightstone Housing that the area of land for the proposed shelter was not in their ownership and that they had no objection to the erection of the shelter. It was agreed that a metal shelter for about 12 children was required. Councillors Crowcombe and Wilkins to investigate types and style of shelters for consideration at the next meeting.  b: Post Office for Doultling. The clerk had spoken to Matt Wall from the Post Office who had set the process in motion for a survey/investigation of the proposal.	
12	<u>Planning:</u> An application had been received after the cut-off date for the agenda. This was taken under item 26.	

13	<p><u>Speedwatch Report:</u> Cllr Goff reported that a number of volunteers had now left the village and it had not been possible to organise new volunteers despite advertising in the Parish Magazine and other enquiries. She noted 8 – 10 volunteers were required and was disappointed that no one had come forward. Cllr Wilkins had spoken to several people who could be interested and may put their names forward.</p>	
14	<p><u>Council Reports:</u>  a: Somerset County Council – no report.  b: Mendip District Council – Cllr Van Dyk reported that Mendip were now working with five other councils to secure savings and that the government would not be providing funding after 2020. There were ongoing discussions about devolution. There had been a re-organisation of the council leadership with a reduction in managers and team leaders. He advised that Mendip would be supporting Parish Councils with Planning roadshows during the coming year. He updated the situation with the Wainwrights application; there was still information missing and there would be a further consultation when the information was available. He thanked Parish Councillors for their support during the year.</p>	
15	<p><u>Police Report.</u> Nicola Housley had reported on a number of minor incidents which was read out by the clerk.</p>	
16	<p><u>The Glebeland</u>  a: Survey report. This was with Cllr Crowcombe.  b: Replacement picnic bench. The clerk advised that the price for the tables was now £242. Cllr Shepherd to speak to Valley Sawmills about the price. A price for concrete bases had been received from SM Landscapes, 3 bases were required @ £290. Another price to be sought for these.  c: Replacement fencing. A quote of £430 had been received.  d: An event such as a picnic was suggested to celebrate the Queen’s birthday. After discussion it was agreed to consider an event later in the summer, to be discussed at the next meeting.</p>	
17	<p><u>Padfield Green.</u>  a: Children’s Gym equipment –equipment to be fitted w/c 16th May. The installation date was likely to slip back. The documentation for the Local Legacy fund was awaited, clerk to action when received.  b: Replacement fencing. This to be included in the Vita Play order. It was noted that the hedge at the front west side which appeared to be the adjoining owners needed clipping. Clerk to check on ownership.  c: Picnic tables – another picnic table to be ordered and Chris Brown to be asked to quote for concrete bases for two tables. It was agreed to consider the budget implications to the additional tables and bases (including the Glebeland) before placing any order.</p>	

	d: Replacement signs. Clerk to prepare draft wording. This had been done and agreed by councillors with one minor amendment. Clerk to order two signs.	
18	<u>St Aldhelms Well</u> . Unauthorised works; an email had been received from Mendip indicating that no enforcement action was possible if no planning application was made. Councillors were concerned about the possibility of the works that had been carried out being allowed by default. Cllr Clarke to collate all paperwork on this matter for further discussion at the next meeting.	
19	<p><u>Parish Council Matters:</u></p> <p>a: Highways and Footpath matters:</p> <ul style="list-style-type: none"> <li>i) Proposed appointment of Tony Blaker as highway representative. The chairman advised that this matter would be deferred pending a review of councillors responsibilities and the current agenda content.</li> <li>ii) Bulls Green Link signs. The clerk had raised this with highways but there had been no action since the initial discussions. It was noted that the signs are not in Doulling Parish. Councillors remained hopeful that these signs would be placed as agreed.</li> <li>iii) School Traffic and Parking. There had been a positive meeting on the matter and notes were to be circulated. Actions had been agreed and were in hand.</li> <li>iv) Other matters reported. Cllr Crowcombe advised that Andy Stott had agreed to place signs to direct goods vehicles away from Kings Road. Cllr Shepherd advised that he had recently unblocked drains in Chelynch Road.</li> <li>v) A request to swap Parish Council meeting venues in December/January 2017 was agreed subject to confirmation by the Prestleigh Inn.</li> </ul>	
20	<p><u>Financial:</u></p> <p>a: Confirmation of bank signatories. Cllr Goff to complete form again as there appeared to have been a mix up at the bank.</p> <p>b: SALC affiliation fee £155.87 – this was agreed and a cheque raised.</p> <p>c: Clerks salary and expenses for April £311.46 – this was agreed and a cheque raised.</p> <p>d: Internal Auditors fee – L Caple £75.00 – this was agreed and a cheque raised.</p> <p>e: Replacement for lost cheque (2015 inspections) SPFA £150.00 – this was agreed and a cheque raised.</p> <p>f: Completion of Annual Accounts and Annual Return. The audited accounts were circulated and agreed. The annual Governance Statement was completed and the Annual Return signed by the Clerk and Chairman.</p>	

21	<p><u>Prestleigh,</u>  a: Bath and West Showground – Changes to Framework Document – this to be removed from the agenda.  b: Bath and West Showground - Other matters. A meeting with Rupert Cox had been suggested but no date agreed. A meeting to be arranged with the head teacher of the school at the next Parish Council meeting.  c: Mendip Free School – construction nuisance, planning matters and other matters raised. It was noted that landscaping to screen the buildings had been agreed.  A request to include a governor from the Parish Council on the board of the new school was discussed and it was agreed that Cllr Fidge should be put forward to fill this position.</p>	
22	<p><u>Waterlip:</u> Cllr Crowcombe noted that the drains had been repaired once again.</p>	
23	<p><u>Village Hall, Doultong.</u> Cllr Goff advised that John and Joy Lees intended to take a lesser role with the village hall and the Parish Council would be informed of any new arrangements. Clerk to post meetings on the Notice Board and website when received.</p>	
24	<p><u>Beacon Hill Wood Society;</u> Nothing to report.</p>	
25	<p><u>Correspondence:</u> Nothing to report.</p>	
26	<p><u>Matters of Report</u> Nothing to report.</p>	
27	<p><u>Date and Time of Next Meeting:</u>  The next scheduled meeting is on 14<sup>th</sup> June 2016 at The Prestleigh Inn. It was agreed that a meeting to discuss procedures could be called on a date to be agreed.</p>	

The meeting closed at 9pm

Alan Butcher,  
Parish Clerk,

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