

# COMPTON DUNDON PARISH COUNCIL

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## MINUTES of the ANNUAL PARISH COUNCIL MEETING

held at Meadway Hall, Ham Lane, Compton Dundon on **Wednesday 20th May 2015.**

**MEMBERS PRESENT:** Councillors Diane Churches, Greg Jones, Tiffany Kearton, Stephen King, Vickie Olivier, and Geoff Walker.

**IN ATTENDANCE:** Dean Ruddle (SCC&SSDC), Stanislaw Berkietka (Parish Clerk)

There was 1 member of the general public present.

### **133.1 Election of Chairman**

In accordance with Standing Orders, Cllr G Jones opened the meeting and invited nominations for the position of Chairman. Cllr Diane Churches proposed Cllr Greg Jones and this was seconded by Cllr Stephen King. There being no other nominations it was **RESOLVED** that Cllr Greg Jones shall be the chairman for the forthcoming civic year.

### **133.2 Declaration of Chairman's acceptance of office**

Cllr. G Jones signed the Chairman's Declaration of Acceptance of Office witnessed by the Proper Officer, Mr. S. Berkietka who also signed the form.

### **133.3 Election of Vice Chairman**

Cllr. G Jones invited nominations for the position of Vice Chairman. Cllr. Vicki Olivier proposed Cllr. Hugh Thomas be appointed Vice Chairman for the forthcoming year and this was seconded by Cllr. Tiffany Kearton. The Clerk advised that he had received written notice from Cllr. Thomas accepting the position if nominated. There being no other nominations it was **RESOLVED** that Cllr. Hugh Thomas shall be Vice Chairman for the forthcoming civic year.

### **133.4 Apologies for Absence**

Apologies were received from Cllr. H Thomas and it was **RESOLVED** to accept the apologies and reason for the absence.

**133.5 Declarations of Interest** – none at this stage.

► **PUBLIC PARTICIPATION** – None

### **133.6 Appointment of authorized cheque signatories**

It was **RESOLVED** that Councillors Churches, Kearton, Jones, King, Olivier, Thomas and Walker shall be authorized to sign cheques on behalf of the Parish Council in accordance with Standing Orders.

### **133.7 Appointment of Responsible Financial Officer**

The Council **RESOLVED** that the Clerk continue as the Responsible Financial Officer.

### **133.8 Approval of the Annual return for YE 31 March 2015**

The Clerk presented the Annual Return, the results of the Internal Audit and the Council Governance statement. Cllr. G Jones proposed acceptance of the Annual Return as tabled. Seconded by Cllr. Geoffrey Walker, the proposal was carried unanimously. The Chairman and Clerk signed sections 1 & 2 of the Annual Return.

### **133.9 Appointment of Officers**

- a) Parish Paths' Liaison Officer: It was **RESOLVED** that Cllr. G Jones shall be the Parish Paths' Liaison Officer for the forthcoming year.
- b) Parish Environmental Warden: It was **RESOLVED** that the Clerk shall continue as Parish Environmental Warden.
- c) Parish Tree Warden: It was **RESOLVED** that Cllr. T Kearton shall be the Parish Tree Warden.

### **133.10 Appointment of members to internal committees**

- a) Staffing Committee: It was **RESOLVED** that Councillors Jones, Churches and Kearton shall serve on the Staffing Committee.
- b) Planning Committee: It was **RESOLVED** that Councillors Olivier, Walker and King shall serve on the Planning Committee.
- c) Appeals Committee: It was **RESOLVED** that Councillors Thomas, Olivier and King shall serve on the Appeals Committee.

### **133.11 Schedule of meetings for 2015/2016**

Cllr.T Kearton proposed that the 2015-2016 schedule of meetings (as tabled) be adopted. Seconded by Cllr V Olivier the motion was passed unanimously.

### **133.12 Minutes of the Parish Council Meeting held on 16th April 2015**

It was **RESOLVED** to accept the minutes of the Parish Council meeting held on 16<sup>th</sup> April as a true record and the Chairman signed them.

### 133.13 Planning

#### a) Notifications of district council planning determinations

1. 15/00831/COL Mr & Mrs Walker, Shetland, Compton Street, TA11 6PS. Construction of dormer roof extension and insertion of rooflights, **CERTIFICATE OF LAWFUL DEVELOPMENT GRANTED.**
2. 14/05708/FUL: Mr B. Popham, Red Lake Farm, Littleton TA11 6NS. Erection of 3 no. fisherman/holiday lodges and conversion of existing storeroom to farmshop/reception - **PERMISSION GRANTED** with 7 conditions.
3. 15/00170/FUL: Mr D. Taylor, Land at Lockyers Farm, Peak lane, (GR:347843/132244). The erection of an eco-structure to provide staff accommodation. **PERMISSION GRANTED** with 4 conditions and 1 informative.
4. SSDC (Compton Dundon No.1) Tree Preservation Order 2015 relating to a walnut tree within the gardens of Beckbury Orchard, Compton Street, TA11 6PS has been **CONFIRMED WITHOUT MODIFICATION.**

#### b) Planning and Legal Consultations

1. 15/02139/LBC: Ms A Roberton, Holly Cottage, Compton Street, TA11 6PS. Repair to listed building to address cracking in structure, (GR:349260/133326)..  
Following a short discussion of the application it was **RESOLVED** to **RECOMMEND APPROVAL.**

#### c) Other planning issues – none raised

### 133.14 Insurance Cover

The Clerk described the existing insurance cover as being for general, legal, public and fiduciary liability as well as for property (memorial and playground). Two quotations had been received and had been circulated to councillors. Cllr G Walker proposed acceptance of the Zurich Municipal quotation on a 3 year agreement. This was seconded by Cllr. S King and the motion was passed unanimously.

### 133.15 Accounts.

#### a) The Clerk gave the following report on bank accounts:

Treasurers A/C Statement at 19 <sup>th</sup> May 2015		1,129.77
Less - Unpresented cheques		0.00
Plus - Uncleared lodgments		0.00
Treasurers A/C Adjusted Balance at 19 <sup>th</sup> May 2015		<b>1,129.77</b>
Business Instant Access A/c Balance at 19 <sup>th</sup> May 2015		39,860.06
Uncleared/Unpresented items		0.00
Business Inst Acc A/C Adjusted Balance at 19 <sup>th</sup> May 2015		<b>39,860.06</b>
Overall Bank Balance		<b>40,989.83</b>
Overall Ledger Book Balance		<b>40,989.83</b>

#### b) The following cheques and transfers were tabled for approval:

SALC membership fee	000899	172.22
J Parry grasscutting	000900	129.50
Parish Magazine inv no.0741 May newsletter	000901	60.71
Clerk salary & expenses CD123	000902	291.98
HMRC – Paye month 12	000903	72.20
TaxPlus Accountants – internal audit	000904	80.00
Total value of cheques		806.61
Transfer from BIA to Treasurer Ac	-	3,000.00

It was **RESOLVED** that the cheques and transfer be approved and signed.

### 133.16 Reports

#### a) Report from the County Councillor

Cllr. Dean Ruddle reported that SCC had met and appointed a new Chairman in Cllr. Christine Lawrence and that Cllr. David Fothergill had taken on the cabinet responsibilities for Highways.

#### b) Reports from the District Councillors

Cllr Dean Ruddle advised that the SSDC was meeting on 21 May to elect members to the various key positions.

#### c) Chairman's Report

Cllr G Jones expressed thanks to Graham Napper, Irene Parsons, John Rowland and Sue Solle for their hard work as councillors over the past years.

He advised of the various training courses available for new councillors and encouraged participation. He also mentioned the need for a person to represent the Council on the Village Hall Committee and that this would be an item on the next agenda.

#### d) Report from the Police – There was no additional report

**e) Report from the Rights of Way Officer**

The Volunteers met on 10<sup>th</sup> May and carried out further orchard maintenance work off of Peak Lane.

**f) Report of the Village Hall Committee** – The report was noted.

**133.17 Highway Report**

Cllr G Jones described the reporting process via “Fix my Street” and emails to the Council as well as the meetings with Highways to discuss outstanding issues. The new damage to railings in Compton Street was added to the list.

**133.18 Correspondence and items requiring discussion/decision**

a) Approval of Playground Inspection quote – The Clerk indicated he had received three quotes for inspection work over the coming 12 months but needed more time to verify certain details re: maintenance. The item was deferred to the next Council meeting.

b) Invitation to South Somerset Together Assembly 22 May 2015 – noted.

**133.19 Correspondence for information**

The following correspondence was circulated to Councillors and noted at the meeting: Grant Thornton newsletter; Outdoor Play Southwest; Play Areas; Joining Hands Dementia; Fields in Trust; RSN Online (Weekly digest, Rural opportunities, Rural vulnerability).

**133.20 Councillors’ requests for agenda items for the next Parish Council meeting**

- Playground inspections
- Appointment of the Council representative to the Village Hall Committee

**133.21 Date of the next meeting of the Parish Council is scheduled for 7pm, 3rd June 2015.**

There being no further business the meeting ended at 20:55

Signed as a true record .....  
Cllr. Greg Jones (Chairman)

Date: 3<sup>rd</sup> June 2015