

COMPTON DUNDON PARISH COUNCIL

Clerk: Stanislaw Berkietta FCSI, Castlebrook House, Castlebrook, Compton Dundon TA11 6PR. Tel 01458 448921
Email comptondundonclerk@gmail.com Website: www.comptondundon-pc.gov.uk



MINUTES of the PARISH COUNCIL MEETING

held at Meadway Hall, Ham Lane, Compton Dundon on **Wednesday 1st February 2017**

MEMBERS PRESENT: Councillors Diane Churches, Greg Jones, Hugh Thomas and Geoffrey Walker

IN ATTENDANCE: Dean Ruddle (SCC, SSDC)

There was 1 member of the general public present.

Public Participation – None at this stage

154.1 Apologies for Absence

Cllrs. Vicki Olivier, Tiffany Kearton and Stephen King sent their apologies for absence and the Council **RESOLVED** to accept them and the reasons stated. Cllr. Stephen Page (SSDC) sent his apologies.

154.2 Declarations of Interest – None at this stage

154.3 Minutes of the previous Meeting

It was **RESOLVED** to accept the minutes of the Parish Council meetings held on 4th January 2017 and Cllr Greg Jones signed the minutes as a true record.

154.4 Planning

(a) Notifications of district council planning determinations

- 16/04936/FUL: Mr & Mrs Larsson, Rose Cottage, Ham Lane, Compton Dundon, TA11 6PQ. Erection of a rear orangery extension. **APPLICATION PERMITTED.**
- 16/04307/OUT: Mr & Mrs Strudwick, Land at the Old Farmyard, Behind Town, Compton Dundon. Outline application for the erection of a dwelling and formation of a vehicular access. **APPLICATION PERMITTED.**
- 16/04632/FUL: Mr & Mrs Butten, Land at OS3663, Somerton Road, Compton Dundon. Erection of a workshop/poultry shed, siting of 4 poly tunnels for crop production and one mobile home for use as workers shelter and feed/vets store and laying of access track (part retrospective). **PERMISSION REFUSED.**
- 16/04953/S73A: Mr J Lovell, Plot 2, Land West of The Gammons, Ham Lane, Compton Dundon. Variation of condition 01 of planning approval 15/00523/REM for the development of Plot 2 to be carried out in accordance with drawings 16-418/001, 002,003, 004 & 005. **PERMISSION GRANTED.**

(b) Planning consultations – None received.

(c) Other planning issues

Councillors were advised of two appeals that had been received: 1. 16/03429/PAMB: Mrs Ann Stacey, Barn at Land OS5974, Worley Lane. Notice of Appeal re: planning decision. 2. 15/00354/USE: Mrs Ann Stacey, Land at Worely Hill Reserve, Worely Lane. Notice of Appeal against Enforcement Order.

154.5 Accounts.

(a) The Clerk gave the following report on bank account reconciliation:

Treasurers A/C Statement at 1 st February 2017		4,727.81
Less - Unpresented cheques:		0
Plus - Uncleared lodgements:		0
Treasurers A/C Adjusted Balance at 1 st February 2017		4,727.81
Business Instant Access A/c Balance at 1 st February 2017		32,468.43
Overall Bank Balance		37,196.24
Overall Ledger Book Balance		37,196.24

The following cheques were tabled for approval and signing:

Purpose for Expense	Chq No.	Amount	VAT	Recover
Parish Magazine inv.1744 (Feb Newsletter)	001031	121.00	0	N/A
SSDC Parish Ranger work in Nov & Dec 2016	001032	301.92	50.32	Yes
RoW Volunteer Group	001033	240.00	0	N/A
Xmas Tree	001034	130.00	21.67	Yes
Clerk salary & expenses CD143	001035	251.99	0	N/A
HMRC – Paye month 9/2016-17	001035	58.40	0	N/A
Clerk salary & expenses CD144	001036	268.88	4.24	No
HMRC – Paye month 10/2016-17	001037	58.40	0	N/A
Citizen's Advice South Somerset	001038	30.00	0	N/A
Total value of cheques		1,460.59		71.99

It was **RESOLVED** that all the payments except the Xmas tree be approved and the cheques signed.

(b) Following a discussion of various options the Council **RESOLVED** to set the Precept for the accounting year 2017-2018 at £20,560 and the Chairman Cllr Greg Jones signed the Notification Form.

154.6 (a) Report from the County Councillor

Cllr Dean Ruddle stated that it had been a very quiet month and that he had nothing to report.

(b) Report from District Councillors

No additional report made.

(c) Report of the Chairman

The Chairman waived standing orders to allow John Gordon, the editor of the Parish Newsletter to speak. He reported that a replacement for himself had been identified and that the person would be starting from the April newsletter. There is still a need for persons to support the distribution process. Cllr. Greg Jones thanked John Gordon on behalf of the whole Parish for the excellent work he had done in raising the bar for the new editor. Cllr Greg Jones reported on a few items that had been received after the agenda had been issued - South West Conference of Local Council Associations is to be held on March 16 and will include workshops and exhibitions of interest to councilors; and SSDC has issued a notice regarding a garden waste collection service. Cllr. Jones raised the topic of the Annual Parish Meeting to be held on 3rd May at 18:00. It was agreed that there would not be a change to the date or format. However, it was agreed that an effort would be made to try to get parish clubs and groups to be physically present since this was an opportunity to promote themselves.

(d) Report from the Police – Noted

(e) Rights of Way report – The parish volunteers met and took down the Xmas tree. Later in January they replaced the kissing gate frame on Footpath L7/23 at the junction with the B3151. Signposts were re-erected at the junction of Lollover Lane (restricted Byway L7/20) and Public Bridleway Emblett (Plantation) Lane (L7/17).

(f) Report of the Village Hall Committee – January minutes noted.

154.7 Highways Report

No new items were added to the list. The revised proposals for Stock Elm have not yet been received.

154.8 Correspondence and items requiring discussion/decision

- a. Subscription to Somerset Wildlife Trust – It was **RESOLVED** to renew the subscription.
- b. Review of the Asset Register – The Clerk explained the changes to the asset register which included the addition of the Petanque court and the two monuments at the Cross. The monuments have been added at a book value of £1 each in line with current financial regulations although they are insured at a replacement value.
- c. Review of the Risk Assessment Report – The report had been earlier circulated to councilors. The Clerk highlighted the changes from that approved in 2016. Several risks were identified as requiring further action including a periodical structural review of the two monuments. It was **RESOLVED** to accept the Risk Assessment document and Cllr Greg Jones signed it.
- d. Auto Enrollment service provider – Compton Dundon Parish Council’s “staging date” is April 1 and the Council must register with The Pension Regulator within 5 months, that it is complying with its employer duties. The Clerk advised that SALC had identified a company that would take on the responsibility for Councils, ensuring a process was in place, reporting to TPR and monitoring compliance on a monthly basis. It was **RESOLVED** to use Tailored Auto Enrollment as the service provider.
- e. Approval of next steps regarding the Bus Shelter – Cllr. Geoff Walker reported that he had arranged a meeting with the SCC unit that provides matched funding for such projects. The Council agreed to progress the project and approved the plan for a wooden structure which would incorporate the Jubilee and Parish notice boards.
- f. Agreement on the internal control review process – The Clerk explained the individual elements of the Annual Governance Statement and how compliance with each element may be verified. Following a brief discussion Cllr. Geoff Walker agreed to review the Financial Regulations, adopted in 2016, and to present his report at the next council meeting.
- g. Update on broadband services – Cllr Hugh Thomas advised that persons with vouchers need to determine how they will use them. The deadline is March 2017. He also advised that local business should register interest in Gigaclear in order for Compton Dundon to feature in the company’s plans.
- h. Attendance at SSDC Area North Parish Meeting 9/2/2017 – Cllrs. Stephen King and Diane Churches advised of their intentions to attend the meeting.

154.9 Correspondence for information

The following correspondence received by the Clerk was circulated to councilors in January: St Margaret’s Hospice Helper request; SCC Press release-“stay safe and well in severe weather”; Trading Standards Avian Flu prevention zone notice; Fields in Trust email update; Somerset Wildlife Trust email; CCS membership note; The Repair Shop – BBC2 request note; SALC & SLCC notices; Rural Services Network (Rural Health Conference invitation, weekly email digests, rural vulnerability service update, rural housing spotlight update).

154.10 Councillors’ requests for agenda items for the next Parish Council meeting – None requested

154.11 Date of the next normal meeting of the Parish Council was confirmed as 7pm, 1st March 2017.

There being no further business the meeting ended at 20:45

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

Date: 1st March 2017