

# KILMERSDON PARISH COUNCIL

YOU ARE SUMMONED TO ATTEND A MEETING OF KILMERSDON PARISH COUNCIL AT THE COLES GARDEN MEETING ROOM ON MONDAY 16<sup>th</sup> APRIL 2018 AT 7.30PM

## A G E N D A

1. **APOLOGIES** To receive apologies for absence
2. **DECLARATIONS OF INTEREST** To note any members' interests
3. **MINUTES** To approve the Minutes of the Parish Council Meeting held on 19<sup>th</sup> March 2018. Pages 1-5
4. **PUBLIC SPEAKING TIME** (max 15 mins).
5. **VACANCY ON THE PARISH COUNCIL** To consider filling the vacancy by co-option.
6. **FINANCIAL MATTERS** To approve expenditure as follows

Payee	Detail	Gross	Net	Power	Ch no
N Taylor	Footpath works	£400.00	£400.00	LGA 1972, s143	001234
1 & 1 Internet Ltd	Domain renewal .co.uk – second year	£11.99	£9.99	LGA 1972. S111	001235
L Welch	Salary (March)	£241.62	£241.62	LGA 1972, s112	001230

7. **MISSING BOLLARD AT THE TREATMENT WORKS**  
Subject to budget constraints, Sustrans has confirmed that it will try to schedule the replacement of the bollard in the works for the next financial year.
8. **HIGHWAY MATTERS**
  - Moving of the 30mph signs to their original positions, with gates outside no.3 and at the bottom of the hill.
  - To receive any feedback from Cllr Drewe regarding the possibility of being part of local initiatives to reduce speed. (Sept 2017, feedback requested 18/10/17)
  - Charlton Lane - feedback on the request for a sign approaching the junction -the sign is expected to be in place by the end of March 2018.
  - Request from a resident for dog bins on the cycle track, put to Mendip DC 8/3/18. MDC would arrange to empty the bins on an ongoing basis. The Parish Council would purchase and remain responsible for the cost of repairs and maintenance to the bin. Attached details of the bin. Suggested location: where the cycle track turns off for Kilmersdon. **Page 6**
  - Parking at Silver St – White Horse Housing has confirmed that it has allocated all three of its garages. An enquiry about the remaining garages has been made with Aster.
9. **VILLAGE SIGN AT THE TOP OF THE HILL**
10. **PLAYING FIELD**
  - Signage for the eight overflow parking spaces (Cllrs Hudson and Lewis)

## KILMERSDON PARISH COUNCIL

- Quote for infill of top soil beneath the swing seat
- Missing screw on the football post and wobbly post on the bridge – raised via the weekly checks 26/3/18.

### 11. PLANNING APPLICATIONS (Cllr Butt)

- Village café and shop Application Number 2018/0268/FUL – deadline 17<sup>th</sup> April Pages 7-10
- 2018/0568/FUL Retention of land for the display of motor vehicles. (retrospective). 10Location: Redhouse Farm White Post To Charlton Road - deadline 18<sup>th</sup> April
- 2018/0773/TCA Tree 1 - Willow; Remove the broken limbs and cut any others that are over hanging, back to the property boundary. Tree 2 - Beech; fell Location: 3 Cabbells Mead Church Street – deadline 27<sup>th</sup> April

12. **NEIGHBOURHOOD PLAN** Feedback on the article in Kilmersdon News. There has been one response to date.

13. **PROPOSED TPO ON THE SILVER BIRCHES IN THE PLAYING FIELD**

14. **SPEED INDICATOR DEVICE Page 11**

15. **ANNUAL PARISH MEETING** To consider agenda items for 21<sup>st</sup> May 2018

16. **VILLAGE DAY CLEAN UP 28<sup>TH</sup> MAY 2018**

17. **CORRESPONDENCE – Mr and Mrs Crozier 8/4/18 Page 12**

18. **OUTSIDE BODIES**

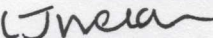
19. **MATTERS OF REPORT AND ITEMS FOR THE NEXT MEETING**

20. **DATE OF NEXT MEETING:** 21<sup>ST</sup> May 2018

*Part 2 To resolve to exclude the press and public under s.1(2) of the Public Bodies (Admission to Meetings Act) 1960 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.*

### 21. REVIEW OF LEASES

Advice from SALC; Review of anomalies on the leases

  
Lesley Welch  
Parish Clerk  
9<sup>th</sup> April 2018

Tel: 07521 951471

[Clerk@kilmersdonpc.co.uk](mailto:Clerk@kilmersdonpc.co.uk)  
[www.kilmersdonpc.co.uk](http://www.kilmersdonpc.co.uk)

To: Cllrs R Butt, S Gibbs, D Hudson, A Jolliffe, K Lewis (Vice Chair), R Morse (Chair)

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability) Crime & Disorder, Health & Safety and Human Rights.

KILMERSDON PARISH COUNCIL

Minutes of the Kilmersdon Parish Council

Held at the Coles Garden Meeting Room

At 7.30pm on Monday 19<sup>th</sup> March 2018

PRESENT: Cllr K Lewis (Vice Chair, in the chair), Cllrs R Butt, S Gibbs, D Hudson and A Jolliffe.

ABSENT: Cllr R Morse

ATTENDING: One member of the public. L Welch (Parish Clerk)

826. APOLOGIES

Apologies for absence were received and accepted from Cllr Morse (Chair).

ACTION

827. DECLARATIONS OF INTEREST

Cllr Jolliffe declared a personal interest in items 11 Planning Application, Village shop and café and item 13 Proposed TPO on silver birches as the landowner.

828. MINUTES

The minutes of the Parish Council meeting held on 19<sup>th</sup> February 2018 were agreed as a true record and signed by the Chair.

829. PUBLIC SPEAKING TIME

A member of the public thanked the Parish Council for arranging the clearing of the land adjacent to his home, it has made a massive difference. He raised the issue of over-parking on Silver Street, which is causing a safety issue where people with buggies have to leave the pavement due to parked cars and navigate Silver Street, where cars often speed. There was an overview of previous discussions with Highways on the cost of the removal of the bank to create parking spaces, but the proposal was thought to give little improvement as the authority said the two trees had to remain and may cause a traffic hazard if the bank was removed. There is wasteland close by which might be opened up if the landowner was agreeable.

- Resolved:** (1) to contact Whitehorse Housing Association with the request that they expedite the allocation of the garages to alleviate some of the parking problems which are becoming critical.
- (2) to contact Highways for a view on whether speeding can be addressed.

Clerk

Clerk

Minutes are draft until approved at the next meeting.

Signed:

Date:

Signed: 1

KILMERSDON PARISH COUNCIL

830. VACANCY ON THE PARISH COUNCIL

It was confirmed that an election had not been called and therefore the Parish Council would advertise the vacancy for co-option at the next meeting.

ACTION

Clerk

831. FINANCIAL MATTERS

The following payments were agreed.

Payee	Detail	Gross	Net	Power	Ch no
K Hutton	Defib grant	£100.00	£100.00	LGA 1972, s142	001228
1 & 1 Internet Ltd	Domain renewal .co.uk	£11.99	£9.99	LGA 1972. S111	001229
L Welch	Salary (Feb)	£241.62	£241.62	LGA 1972, s112	001230
GB Sport & Leisure	Quarterly inspection	£66.00	£55.00	LGA 1972, s143	001231
HMRC	Quarterly tax	£180.60	£180.60	LGA 1972, s112	001232
JJ Kelly	Repair to bench on Jack and Jill hill	£250	£250	LGA 1972, s111	001233

Agreed that Cllr Lewis examines the invoice from Big Wood Play Systems.

Cllr Lewis

Noted that the VAT refund in the amount of £352.25 had been received.

832. TREATMENT WORKS

Cllr Butt had spoken with Wessex Water who stated the gate was not there when they started work.

Resolved: to put the question of the missing gate to Sustrans due to concern about vehicles driving through that area. To also ask about their plans for the redundant compound.

Clerk

833. HIGHWAY MATTERS

(1) Moving the 30mph signs to their original positions, with gates outside no. 3 and at the bottom of the hill – this is waiting to go on the schedule of works.

(2) Feedback from Cllr Drewe regarding the possibility of being part of local initiatives to reduce speed – Cllr Butt to contact Cllr Drewe, inviting him to the next meeting to talk about this and the

Cllr Butt

Minutes are draft until approved at the next meeting.

Signed:

Date:

### KILMERSDON PARISH COUNCIL

deterioration of the triangle of grass at the end of Silver St due to parking and the speeding and parking issues at Silver St.

ACTION

(3) Charlton Lane –The Highways Officer had confirmed that signage alerting drivers on approaching this junction would be put up by the end of March 2018 - The Clerk to continue to chase the timescale.

Clerk

(4) Light at the top of Jack and Jill hill – has been repaired.

(5) Request from a resident for dog bins on the cycle track – is being pursued via Mendip DC.

Clerk

#### 834. VILLAGE SIGN AT THE TOP OF THE HILL

An estimate of the cost of installation of the sign was received from Highways along with a quote from Glasdon for a sign identical to the one at Farrington Gurney.

**Resolved:** To contact Sue Meadows to let her know that the cost (£2,565 installation, legal and admin to Mendip DC plus £1392 per sign to Glasdon) was outside the budget and explore alternative sign designs, stating that we would return the £200 if the sign does not go ahead.

Clerk

#### 835. PLAYING FIELD

(1) Rat infestation and clearance of the site – the works have been completed. Cllr Lewis to take a photo of items which have been left and the Clerk to contact the landowner with this information and the request that the barbed wire strand is replaced to avoid fly tipping, the ground is kept clear during the growing season and Cllr Hudson’s offer to meet to discuss these matters.

Cllr Lewis

Cllr Hudson

Clerk

(2) Footpath to Silver St – works were almost complete, with just some more chippings to follow.

(3) Signage for the eight overflow parking spaces – The area had been tested to park 8 cars. Cllr Lewis outlined options for signage and Cllr Hudson agreed to take the preferred option to the Village Hall Committee for permission to site it at height either on the wall of the Village Hall or on a pole next to the wall.

Cllr Hudson

(4) Quote for rubber mulch beneath the swing seat – the quote in the amount of £1400 groundwork and £1700 was over-budget. **Agreed** to ask Big Wood Play Systems to remove the mat, add topsoil and replace the mat as an ongoing maintenance item.

Clerk

(5) Loose stone at the spiral garden – this had been replaced.

(6) Land registry check – the land registry entry for the playing field was noted.

(7) Fire assembly sign outside the Village Hall has faded. Cllr Hudson to raise this with the Village Hall Committee.

Cllr Hudson

*Minutes are draft until approved at the next meeting.*

Signed:

Date:

KILMERSDON PARISH COUNCIL

ACTION

836. PLANNING APPLICATIONS

2018/0268/FUL Village shop and cafe, Kilmersdon – notice had been received electronically that day, with the plans yet to arrive. The Clerk to ask for a time extension, to find out whether it is going to be considered by Committee and to advertise the application in Kilmersdon Parish News.

Clerk

Noted that planning permission had been refused at 3 Kilmersdon Hill.

837. NEIGHBOURHOOD PLAN

There was a discussion on the pros and cons of a Neighbourhood Plan.

Clerk

**Resolved:** To find out whether there is an appetite in the Parish for local involvement in a Neighbourhood Plan via an article in Parish News.

838. PROPOSED TPO ON TWO SILVER BIRCHES IN THE PLAYING FIELD

The Parish Council received a draft application which was proposed by Cllr Butt and seconded by Cllr Gibbs.

**Resolved:** the Clerk to check whether there is a fee involved and if not, to submit the draft. To report back to the next meeting.

839. GENERAL DATA PROTECTION REGULATION

The report of the Clerk was noted.

**Resolved:** (1) To agree the General Privacy Notice, the Privacy Notice for Staff, Councillors and Role Holders  
(2)The payroll provider to review the contract in the light of the new requirements.  
(3) Cllr Hudson to take the role of Data Protection Officer.

840. SPEED INDICATOR DEVICE

The details of the scheme were received.

Clerk

**Resolved:** to express an interest in being part of the scheme.

841. CORRESPONDENCE

Ken Hutton – Noted that defib training was to be held on 19<sup>th</sup> April at 7.15-9.15pm at Coles Garden meeting room. **Agreed** that participation in the fortnightly checks to be discussed at the training session.

All Councillors

*Minutes are draft until approved at the next meeting.*

## KILMERSDON PARISH COUNCIL

### 842. OUTSIDE BODIES

There was no report on outside bodies.

### 843. MATTERS OF REPORT AND ITEMS FOR THE NEXT MEETING

- o Annual Parish Meeting – items for the agenda
- o Village Day clean up 28<sup>th</sup> May 2018

### 844. DATE OF NEXT MEETING: 16<sup>TH</sup> April 2018

It was agreed to exclude the press and public under s.1(2) of the Public Bodies (Admission to Meetings) Act 1960 on the grounds that the publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

### 845. REVIEW OF LEASES

The inconsistencies in the leases at the Village Hall, car park and playing field were discussed.

**Resolved:** (1) that Cllr Butt drafts a paper outlining the issues in detail and sends it to the Clerk for circulation. (2) The Clerk seeks advice from SALC on the extent of the circulation. (3) Cllr Hudson takes the paper outlining the issues to the Village Hall Committee. (4) Cllr Jolliffe takes the paper outlining the issues to his solicitor to draft documents to address the anomalies. (5) The Parish Council appoints a solicitor in due course to represent the Parish Council in considering the draft documents.

The meeting ended at 9.30pm

## ACTION

Cllr Butt  
Clerk  
Cllr Hudson  
Cllr Jolliffe

*Minutes are draft until approved at the next meeting.*

Signed:

Date:

# Retriever 60™ Dog Waste Bin



**£228.09**  
excluding VAT

 **Price includes delivery**  
\*within mainland UK and Northern Ireland

 **Product Warranty**



## Additional Options

**Colour:** Deep Green **+£0.00** Red **+£0.00**

**Fixing:** Wall mounting fixings **+£0.00** Extended base post **+£20.16** Ground Lock™ Fixing System **+£49.92**

**Ground Lock fixing tool:** **+£24.95**

Retriever 60 Dog Waste Bin has a secure metal chute, ensuring hygienic operation.

The bin offers a large 60-litre capacity to minimise the risk of overflow.

## Design Features

- Ultra-destruct 'Dog Waste Only' logo.
- Triangular DIN lock - key to open, slam to lock.
- Sack retention system.
- Fixings for wall mounting.

## Colours



# Kilmersdon Village Shop/Cafe

Your Ref: Comments on Planning Application 2018/0268/FUL  
Our Ref: Proposed Village Shop

04/04/2018

Dear Parish Councillors

Thank you for your comments regarding the Proposed Village Shop Planning Application.

1. The number of parking spaces shown on the block plan is correct. There are 7 painted white lines which would indicate 6 spaces however if you consider the adjacent spaces it comes to 8 and as you know these 2 spaces are regularly used during peak usage of the car park.

2. The parking requirement has been calculated in accordance with Highways recommendation. We all realise that more spaces would be useful when there is an event in the village hall, however I believe the village hall committee have discussed this matter and come to a unanimous decision that the existing spaces are adequate and this decision includes the proposed shop requirements. With respect to other users, it is usual for pub and church visitors to use the car parking area in the square or on road opposite the pub. Any possible cumulative effect of all users wanting parking spaces at the same time would be very rare and very short lived.

3. We have a revised Arboricultural Impact assessment which shows a much lower impact on the existing trees. I trust this meets with your approval.

4. We believe the boundary shown on the block plan is the correct one because it has been copied from the latest plan supplied to us by the land owner; the village hall committee have already been served a notice.

5. I will check the direction of the features described and correct this if necessary, however I think it is fairly obvious what the proposal is. The shelter is in reasonable condition and I will correct the statement on the assessment. The shelter is there primarily for the youth of the village to use as a meeting point and be protected from the elements, however there is a large covered area over the shop veranda which could be used for this purpose in the future. I think you would agree that this would be a superior facility. We would be open to discussion if you feel that you would like to keep the shelter, we would be happy to relocate this to any location you wish.

6. I notice from the council web site that parts of the application have not been posted, please find enclosed a copy of the design, access and planning statement.

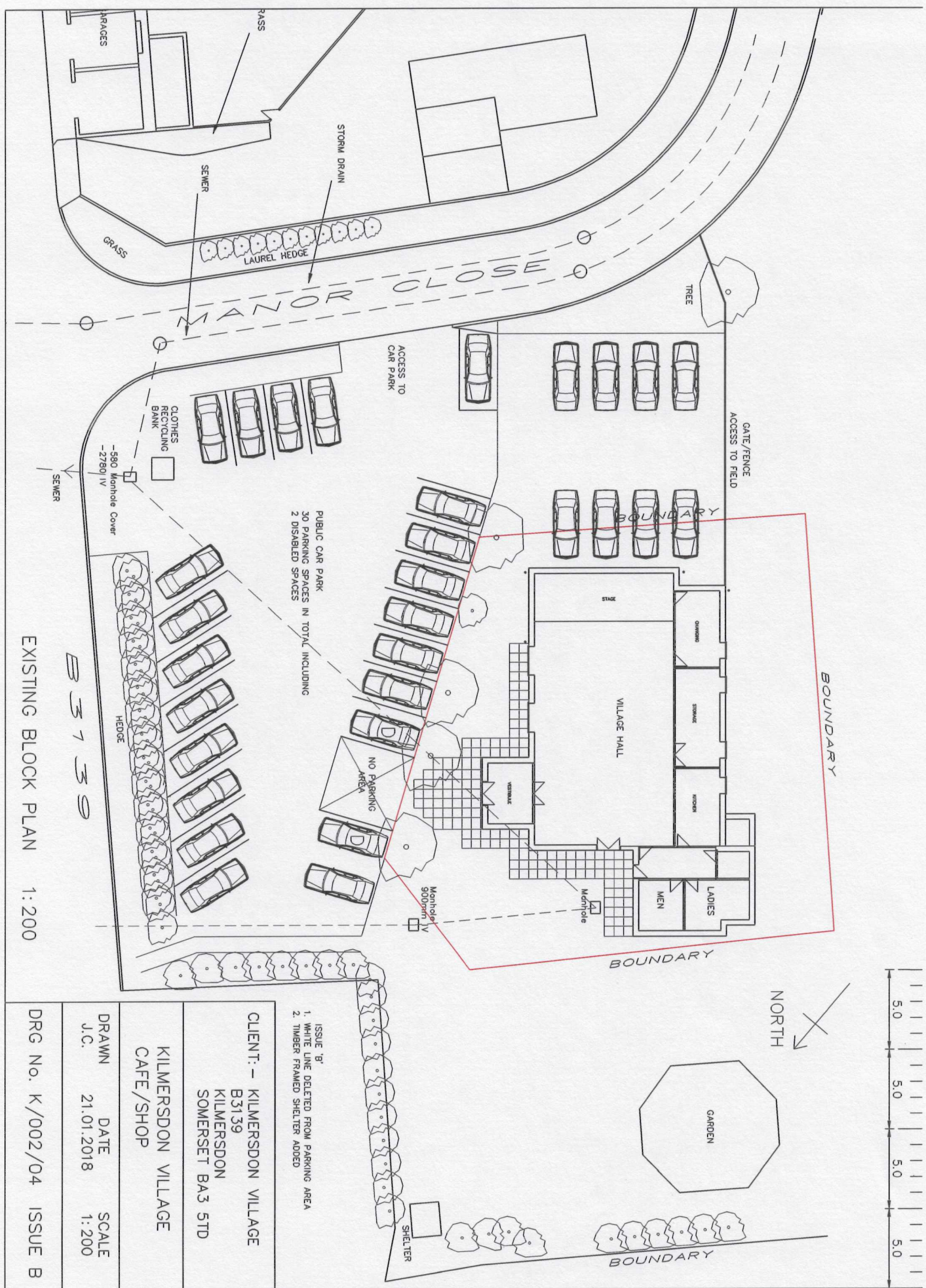
7. The opening hours are stated on the application form which I believe has been sent to you by Mendip Council. With regards to the status of the building, this is a matter for you, us and the landowner, we can set up a short term lease to prove the sustainability of the shop with a view to extending it for the future. Should the business prove to be non-viable then we would return the land to its original state.

## *Kilmersdon Village Shop/Cafe*

All the land in question is owned by the same land owner, ie the applicant, I am sure any boundary discrepancies can be resolved in house. Mendip Council would not be that interested and it would not affect the planning decision. Any discrepancies can be straightened out during the preparation of the new lease for the shop.

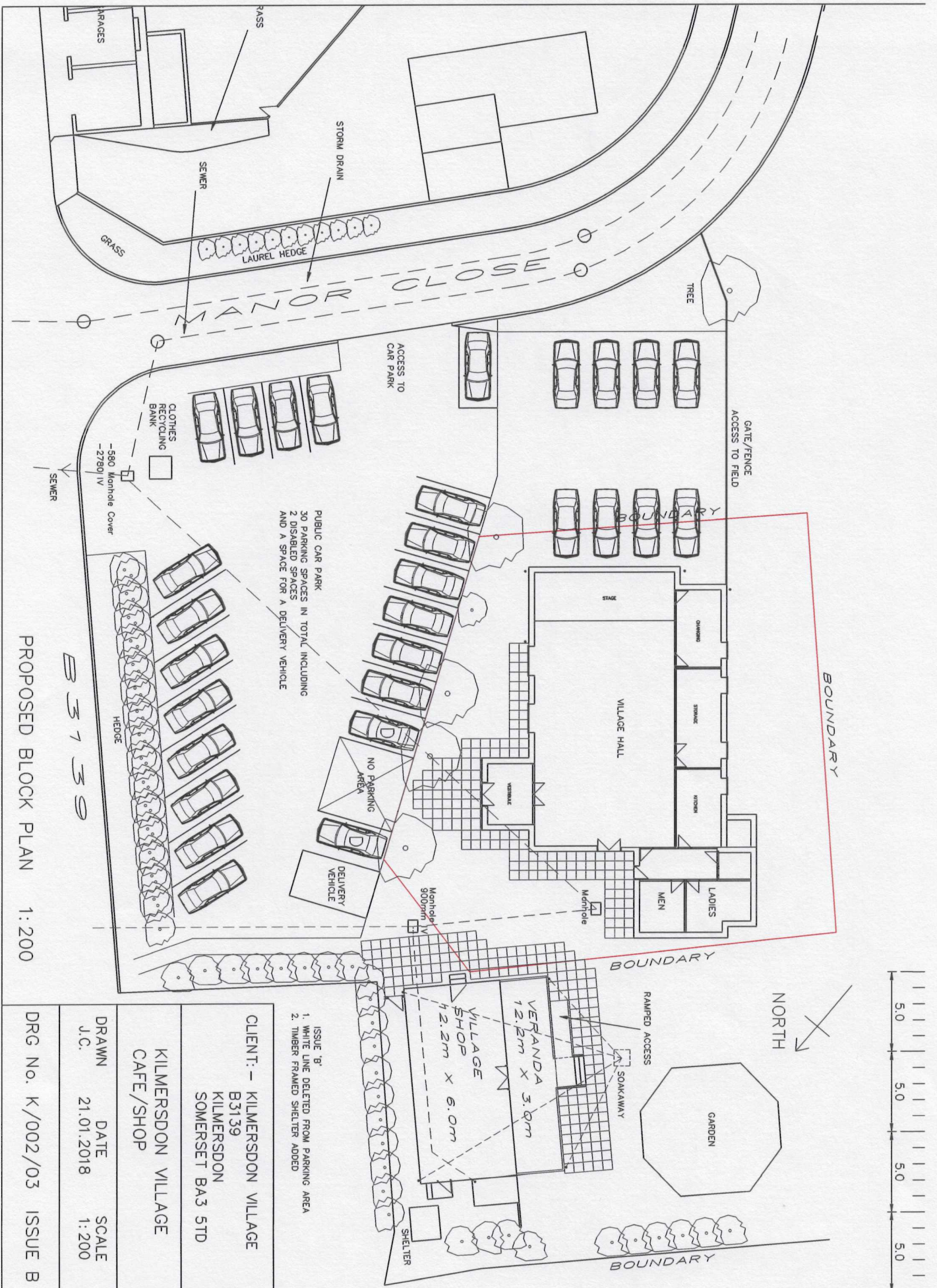
Yours faithfully

Village shop committee



EXISTING BLOCK PLAN 1:200

<p>ISSUE 'B'</p> <p>1. WHITE LINE DELETED FROM PARKING AREA</p> <p>2. TIMBER FRAMED SHELTER ADDED</p>		
<p>CLIENT: - KILMERSDON VILLAGE</p> <p>B3139</p> <p>KILMERSDON</p> <p>SOMERSET BA3 STD</p>		
<p>KILMERSDON VILLAGE</p> <p>CAFE/SHOP</p>		
DRAWN	DATE	SCALE
J.C.	21.01.2018	1:200
<p>DRG No. K/002/04 ISSUE B</p>		



ISSUE 'B'  
1. WHITE LINE DELETED FROM PARKING AREA  
2. TIMBER FRAMED SHELTER ADDED

CLIENT: - KILMERSDON VILLAGE  
B3139  
KILMERSDON  
SOMERSET BA3 STD

KILMERSDON VILLAGE  
CAFE/SHOP

DRAWN DATE SCALE  
J.C. 21.01.2018 1:200

DRG No. K/002/03 ISSUE B

Lesley

Lesley Welch  
Parish Clerk  
**Kilmersdon Parish Council**  
**Tel. 07521 951471**

The view and comments expressed in this email are confidential to the recipients and should not be passed on to others without permission.

On Wed, Feb 28, 2018 at 2:16 PM, Dave Grabham <DJGrabham@somerset.gov.uk> wrote:

[Quoted text hidden]

---

**Dave Grabham** <DJGrabham@somerset.gov.uk>  
To: Lesley Welch <kilmersdonclerk@gmail.com>

Tue, Mar 20, 2018 at 8:50 PM

Hi Lesley

Thanks very much for your email. I have registered your council's interest. My successor will no doubt contact you shortly but in the meantime you may wish to consider how many locations you want to include and how many installations you would like at each location.

Each installation costs £100 so as an example if you have three locations and you want two installations at each location the total cost to the council would be £600. You can of course have any permutation of locations and installations to suit your budget.

Regards

Dave Grabham

---

**From:** Lesley Welch <kilmersdonclerk@gmail.com>

**Sent:** 20 March 2018 19:11

**To:** Dave Grabham

**Subject:** Re: Contributions Relating to a Revised Speed Indicator Device (SID) programme - Kilmersdon

[Quoted text hidden]

[Quoted text hidden]

---

**Lesley Welch** <kilmersdonclerk@gmail.com>

Mon, Mar 26, 2018 at 5:06 PM

To: ken@kenlewisdesign.co.uk, Andrew Jolliffe <atpjolliffe@yahoo.co.uk>, Donald Hudson <donald@kilmersdon.com>, Raph Butt <raphbutt@btinternet.com>, Roy Morse <roymorse.faulkland.uk@tesco.net>, Shayne Gibbs <shaynegibbs1961@gmail.com>

Dear All

Please find below the response relating to the SIDS. I shall put this on the next agenda for further consideration.

Best wishes,

Lesley

Lesley Welch

08/04/2018

Gmail - Green triangle on Silver Street

12



Lesley Welch <kilmersdonclerk@gmail.com>

---

## Green triangle on Silver Street

3 messages

---

**Matthew Crozier** <~~crozierbuilders@btconnect.com~~>  
To: clerk@kilmersdonpc.co.uk

Sun, Apr 8, 2018 at 11:02 AM

To whom it may concern,

My wife and I have recently purchased 38 Hoare's Lane from White Horse, and are looking forward to joining village life. As such we are reading the village parish meeting minutes to get an idea of the activities in the area.

We have noted the meeting held in March, item 833.2 refers to the green on silver Street/Hoares Lane becoming deteriorated.

As you are no doubt aware, 38 has no allocated parking (something we are looking to amend via planning in the coming months) and as such we are parking on the green whilst works are ongoing.

I have already cut the grass to the green once this year, and we are planning to reseed the green once alternative parking has been arranged.

We are not moving into the property until parking has been addressed, so our impact should be minimal.

Should any of the parish wish to come around and discuss, we're there most weekends and the door is always open. Alternatively call ~~0752200045~~.

Looking forward to joining the community.

Kind Regards,  
Mr and Mrs Crozier.  
Matthew Crozier

---

**Lesley Welch** <kilmersdonclerk@gmail.com>

Sun, Apr 8, 2018 at 12:49 PM

To: ken@kenlewisdesign.co.uk, Andrew Jolliffe <atpjolliffe@yahoo.co.uk>, Donald Hudson <donald@kilmersdon.com>, Raph Butt <raphbutt@btinternet.com>, Roy Morse <roymorse.faulkland.uk@tesco.net>, Shayne Gibbs <shaynegibbs1961@gmail.com>, Ken Lewis <kenlewisdesign@gmail.com>

For information. I shall put this on the PC agenda under correspondence.

Kind regards,

Lesley

Lesley Welch  
Parish Clerk  
**Kilmersdon Parish Council**  
Tel. 07521 951471

The view and comments expressed in this email are confidential to the recipients and should not be passed on to others without permission.

[Quoted text hidden]

---

**Lesley Welch** <kilmersdonclerk@gmail.com>  
To: Matthew Crozier <crozierbuilders@btconnect.com>

Sun, Apr 8, 2018 at 12:52 PM

Dear Mr and Mrs Crozier

Thank you very much for your e mail and I hope you are settling well into village life.

The item you mention is on the agenda for the next Parish Council meeting, which is on 16th April at 7.30pm at Coles Garden Meeting room. You are very welcome to attend.

Kind regards,