

KILMERSDON PARISH COUNCIL

YOU ARE SUMMONED TO ATTEND THE MEETING OF KILMERSDON PARISH COUNCIL AT THE COLES GARDEN MEETING ROOM ON MONDAY 17th DECEMBER 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 19th Nov 2018. (Pages 1-4)
4. **PUBLIC SPEAKING TIME** (max 15 mins).
5. **NEIGHBOURHOOD PLAN UPDATE** Draft letter for agreement (Pages 5-6)
6. **FINANCIAL MATTERS** To approve expenditure as follows

Payee	Detail	Gross	Net	Power	Ch no
Parish Church – for the parish churchyard	Parish Church – for the parish churchyard	£1,000	£1,000	LGA 1972, s. 142	001272
Parish News	Grant for newsletter	£400	£400	LGA 1972 s.142	001273
Citizens Advice	Grant	£300	£300	LGA 1972 s.137	001274
Village Day	Grant	£50 or £100	£50 or £100	LGA 1972 s.137	001275
Mendip Community Transport	Grant	£100	£100	LGA 1972 s.137	001276
L Close	Salary (Nov)	£241.42	£241.42	LGA 1972 s.143	001277
Greensward	Grasscutting – Sep - Nov	£540.00	£450	LGA 1972 s.	001278

7. **HIGHWAY MATTERS**
8. **PLAYING FIELD**
 - Damage to a seat of a picnic bench, possible rot underneath
 - Footpath overgrown with weeds (the landowner is attending to this)
9. **PLANNING APPLICATIONS (Cllr Butt)**
 - 2018/2654/FUL Occupation of building as Archery Centre (D2) with ancillary retail use(A1). Unit 20, Charborough Business Park Charlton Road Holcombe

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10. FORWARD PLANNING (Pages 7-8)
11. CORRESPONDENCE
12. OUTSIDE BODIES
13. MATTERS OF REPORT AND ITEMS FOR THE NEXT MEETING
14. DATE OF NEXT MEETINGS: 21st January 2018.

The village hall is not available for the Annual Parish Meeting scheduled for 15TH April 2019 at 7pm but Coles Garden meeting room has been provisionally held, to be followed by the Parish Council meeting. To consider whether the smaller venue will be sufficient.

LJ Close

Lesley Close
Parish Clerk
6th December 2018

Tel: 07521 951471

Clerk@kilmersdonpc.co.uk
www.kilmersdonpc.co.uk

To: Cllrs N Brand, R Butt, S Gibbs, D Hudson, 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 Meeting of
Kilmersdon Parish Council
Held at the Coles Garden Meeting Room
At 7.30pm on Monday 19th November 2018**

PRESENT: Cllr R Morse (Chair), Cllrs N Brand, R Butt, D Hudson, K Lewis.

ABSENT: Cllr S Gibbs.

ATTENDING: 1 member of the public, L Close (Parish Clerk).

111.APOLOGIES

Apologies for absence were received from Cllr Gibbs.

112.DECLARATIONS OF INTEREST

Cllr Hudson declared an interest in item 11 Planning Application 2018/2526/TCA as the applicant.

113.MINUTES

The minutes of the Parish Council meeting held on 15th October 2018 were **agreed** as a true record and signed by the Chair.

114.PUBLIC SPEAKING TIME

The Village Sign was brought up the agenda and discussed with a member of the public. From a choice of two proofs it was **agreed** to go ahead with two signs reading 'Welcome to Kilmersdon Home of Jack and Jill'

The signs cost £300 each and the Village Day has contributed £400 with the Parish Council paying the final £200. Installation would take place via Somerset County Council. The Parish Council noted its preferences for the locations of the signs, which would be conveyed to the Highways Officer for advice.

115.NEIGHBOURHOOD PLAN

Cllr Hudson reported that a meeting of the working group of five people was scheduled for the following Monday.

116.FINANCIAL MATTERS

The following payments were **agreed**.

ACTION

Clerk

Cllr Hudson

Minutes are draft until approved at the next meeting.

Signed:

Date:

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Payee	Detail	Gross	Net	Power	Ch no
1&1 Internet reimbursed to L Close	Quarterly internet fee	£17.96	£14.97	LGA 1972, s111	001266
Lord Hylton	Garage fee	£50.00	£41.67	LGA 1972, s112	001267
P G Owen Ltd	Payroll services	£215.00	£215.00	LGA 1972, s112	001268
L Close	Salary (Oct)	£241.42	£241.42	LGA 1972 s.143	001269
L Close	F Secure computer security	£39.99	£33.32	LGA 1972 s.143	001270
SJH Services	Strim and clear leaves	£110.00	£110.00	LGA 1972 s.112	001271

117. GRANT FUNDING

The Committee considered the funding requests. This year there were more requests than amounts budgeted and the Parish Council **agreed** to spread the budgeted funds between the applicants as follows:

Defibrillator	£50 paid 17/9/18	LGA 1972, s.137
Parish Church – for the parish churchyard	£1,300 budgeted £1,500 requested £1,000 allocated	LGA 1972, s. 142
Parish News	£400 budgeted and requested. £400 allocated.	LGA 1972 s.142
Village Day	£50 budgeted and allocated with a further £50 provisionally set aside	LGA 1972 s.137
Request from Citizens Advice Bureau, circulated by email 5/11/18	£1,000 requested. £0 budgeted. £300 allocated.	LGA 1972 s.137
Mendip Community Transport	£250 requested. £0 budgeted. £100 allocated.	LGA 1972 s.137
Total Amount budgeted 2018/19	£1,930 budgeted. £1900 allocated , with a further £50 held for the Village Day.	

Minutes are draft until approved at the next meeting.

Signed:

Date:

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118.DRAFT BUDGET

In terms of insurance, it was noted that (1) Zurich has quoted a 3 Year Long Term Agreement of £512.16 and a 1 Year Agreement of £539.52 (including IPT) and (2) Came and Company – unwilling to quote so far in advance but suggest for budgeting purposes £695 including Insurance Premium Tax (IPT) which is currently charged at 12%.

The draft budget 2019/20 was discussed and noted. When the tax base is received it will be brought back to the Parish Council as the basis for the precept calculation.

ACTION

Clerk

119.HIGHWAY MATTERS

Potholes - Haydon Hill from Kilmersdon to the BANES boundary: An inspection of the site had been arranged (ref.529552) and the Parish Council conveyed its thanks for the necessary remedial works which were undertaken to a good standard.

Jack and Jill footpath is extremely slippery due to leaves and moss and is a significant hazard in this route to school. Whilst they have been cleared to an extent by SJH Services the land belongs to Somerset CC. **Agreed** to continue to ask Somerset CC for the leaves to be cleared regularly to keep the footpath safe for school children.

Clerk

120.PLAYING FIELD

From the weekly play park checks –

- The rear of the noticeboard is showing signs of wear - noted.
- Damage to a seat of a picnic bench, possible rot underneath – Cllr Morse to assess what is required
- Rear bars of baby swing are cracked – to monitor the rubber around the bars.
- The framework and in particular the top bar of the swings needs painting – noted
- The branches overhanging the zip wire require cutting back. **Agreed** at a cost of £195.
- Loose football posts had been assessed by Cllr Brand and it was agreed to continue to monitor these.

Cllr Morse

Clerk

The footpath at the playing field is overgrown with weeds. **Agreed** to contact the landowner stating that the Parish Council has discovered that it is not its land and requesting that it be maintained on a regular basis. Currently it is overgrown with vegetation and is a trip hazard.

Clerk

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KILMERSDON PARISH COUNCIL

ACTION

121.PLANNING APPLICATIONS

- 2018/2526/TCA Proposed works to a tree in a conservation area:- T1 - Fir - Fell. 66 School Lane – no objections.
- 2018/2180/FULRetrospective change of use of land from agricultural to equestrian commercial use, to include riding arena/ menage, stables, field shelters and laying out of hardstanding areas.Land At 369675 151170 Hoares Lane – deadline extended until 20/11/18. – objected on highways grounds in that the lane is very tight and not appropriate for more traffic.
- 2018/2755/TCA Tree works in a conservation area, The Hayes, School Lane – no objections.

122.VILLAGE SIGN AT THE TOP OF THE HILL

This had been covered under Comments from the Public.

123.CORRESPONDENCE

Correspondence from the Village Hall Management Committee dated 12th November 2018 was noted. **Agreed** to respond asking for clarification of “they had no objection to the Village Shop planning application following the resolution of the issues they had over car parking”. The Parish Council asked how the car parking issues had been resolved, because it appeared that nothing had changed in car parking terms.

Clerk

Correspondence from Somerset CC Rights of Way team was received, with a consultation on paths categories and vegetation clearance schedules. **Agreed** to contact Stuart Green for advice and assistance.

Clerk

124.OUTSIDE BODIES

There were no reports from Outside Bodies.

125.MATTERS OF REPORT AND ITEMS FOR THE NEXT AGENDA

There were no new items for the next agenda.

126.DATE OF NEXT MEETING 17th December.

127.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.

128.REVIEW OF LEASES

There had been no response from the landlord and therefore no update on payment of legal costs for the review of leases.

The meeting ended at 9.10pm.

Minutes are draft until approved at the next meeting.

Jo Milling,
Planning Policy Team
Mendip District Council

By email

Date

Dear Jo,

Neighbourhood Plan Application – Kilmersdon

I am writing to you about the designation of the Area to be covered by the Neighbourhood Plan for the Parish of Kilmersdon.

The Parish Council wishes to submit the whole area of the Civil Parish of Kilmersdon as our Neighbourhood Plan Area. A map is attached showing the boundaries of the Parish. The Plan Area was agreed at our meeting of 17 December 2018. Minute reference xxxx refers.

The entire Parish of Kilmersdon is considered appropriate for designation as the Neighbourhood Plan Area as it is a logical planning unit, with the entire Parish being administered by Kilmersdon Parish Council, which is eligible as the Qualifying Body and therefore the relevant body for the purposes of Section 61G of the 1990 Act.

The inclusion of the entire Parish of Kilmersdon will allow all residents to become involved in the Neighbourhood Plan process and enable them to shape their community for the future.

Yours sincerely

Forward Planning – to bring to the Parish Council every quarter:– June/September/December/March

	Date	Item	Financial consideration	Update
1	March 2018	Rat infestation and clearance of the site next to the Playing Field – the works have been completed but some items were left, barbed wire needs replacing and ongoing maintenance is required.	None	March 2018 - Cllr Lewis took a photo of items which have been left and the Clerk contacted 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. 24/4/18 Clerk spoke with Andy Edwards who confirmed he would complete these works in time for the Village Day 28/5/18. Further encroachment of nettles reported to Andy Edwards 24/9/18.
2	April 2018	Village sign at the top of the hill	£400 donated to the sign by the Village Day Committee	April 2018 - Sue Meadows looking at alternative signs due to the high cost of the one initially proposed. Liaison continued 18/7/18. Artwork put together for a sign which is compliant with Somerset CC in October 2018. Two signs agreed by Parish Council 19/11/18. Locations under discussion with Somerset CC.
3	April 2018	Local initiatives to reduce speed	None	April 2018 - County Councillors and District Councillors are calling a meeting with reps from all local Parish Councils to discuss speed reduction from the White Post to the A36 and from Buckland Dinham to Radstock. Measures might include uniformity of speed, double white lines and possibly a roundabout at Terry Hill.
4	Feb 2018	Moving the 30mph signs to their original positions, with gates outside no. 3 and at the bottom of the hill.	Feb 2018 Parish Council agreed to fund £2,000, this	April 2018 - This is waiting to go on the Somerset CC schedule of works. Cllr Pullin confirmed he would chase this when he sent apologies for the 17/9/18 meeting. Cllr Drewe said he would follow it up at the 17/9/18 meeting. Clerk chased 22/10/18 via Sara Davis.

5	March 2018	Missing bollard at the Treatment works	None	being 50% of the works.	Noted that subject to budget constraints, Sustrans has confirmed it will try to schedule the replacement of the bollard in works for the financial year 2018 19.
6	March 2018	Proposed TPO on the silver birch trees in the playing field	None		The TPO application was submitted 17/4/18 and chased 27/5/18 and 19/6/18 and 18/7/18. Tree Officer offered to do a provisional TPO since time had not allowed him to assess it fully. This offer was circulated to Councillors and was accepted 23/7/18.
7	Sept 2018	Review of leases	No cost to the Parish Council		Costs for reviewing the leases sent to the landlord Sept 2018. Awaiting decision.