

## Keinton Mandeville Parish Council

Minutes of a meeting of the above named Parish Council, to be held on

**Tuesday 2<sup>nd</sup> April 2019 at 7.30 p.m.** at Keinton Mandeville Village Hall

Present: Keith Jacobs KJ (Vice Chair in the Chair), Richard Sutton RS; Jean Maynard JM, Chris Lane CL, Helen Beal HB,

In attendance: Sue Graham (Clerk) 6 members of the public

### Public session

Land behind Splinters planning appeal – query whether the PC comments sent to the Planning Inspectorate. This was confirmed.

Lakeview Quarry Footpath – appears to be too narrow in the vicinity of plot 10. The PC was not aware and noted that the footpath had been closed while work was ongoing.

Residents and two members of Barton St David Parish Council asked when planning application 19/00709/OUT would be considered. A special meeting would be arranged to consider this application. Concerns were raised about the two villages becoming increasingly close because of development on Barton Rd. Discussion took place about where the boundary between the villages was located.

KJ explained the nature of the works in Irving Road, this work was taking place to connect gas services to the Lakeview Quarry development.

<b>1.0</b>	<b>Apologies.</b> Receive apologies and consider acceptance of the reasons. Apologies were received and accepted from Brendan O’Hara, Tom Ireland, Kathy Low, Jon Sparks, David Norris (District Councillor) Dean Ruddle (County Councillor)
<b>2.0</b>	<b>Declarations.</b> Receive declarations of interests There were no declarations
<b>3.0</b>	<b>Minutes of last meeting: 5 March 2019</b> Agree the minutes as a true and correct record of the meeting held. It was proposed and unanimously agreed to approve and sign the minutes as a correct record of the meeting held.
<b>3.1</b>	<b>Matters arising from the minutes not covered by items on this agenda.</b> <b>The clerk referred to the discussion about the Somerset Wood in the Mach meeting minutes:</b> The clerk had been asked to request further details about whether trees would be named and how the fallen from participating parishes would be acknowledged. It was also queried whether the two WW2 casualties from KM could be included The following responses had been received: <ul style="list-style-type: none"> <li>• The project was solely for WW1</li> <li>• The plan was to map the Oak trees on a grid system, so parishes would know where their tree is; this would initially be online with a visual plan in in a future visitors centre.</li> <li>• Take up was uncertain at this stage.</li> </ul> It was agreed that this was a fitting and appropriate gesture and that a donation to cover 14 trees should be made. (£350)
<b>4.0</b>	<b>Planning.</b> Consider the following planning applications and make recommendations to planning officer 19/00485/FUL The erection of a new detached dwelling with detached garage. Cottons House, Castle Street, Keinton Mandeville. 19/00485/FUL The clerk noted that Lee Wright (planning consultant) wished to convey to the Chair and Councillors his apologies for being unable to attend, stating that the application should be clear from the drawings and written statement. It was for a single dwelling house drawing similarities to the host property, Cottons House. The plans were considered, comments invited and observations made as follows: <ul style="list-style-type: none"> <li>• No comments received from neighbours</li> <li>• This will introduce a further access off Cottons Lane and additional traffic onto the B3153 from the Cottons Lane exit.</li> <li>• The Parish Council has made its arguments in the past about the unsuitability of access from this point and the impact of additional traffic onto the B3153.</li> <li>• Existing permissions have already increased the access points onto this road in a dangerous arrangement with 4 different access points in the vicinity.</li> <li>• The proposed dwelling spoils the existing plot - this is a lovely, imposing Victorian dwelling which marks the entrance to the village. The proposed dwelling would detract from this.</li> </ul> Resolved: It was proposed and unanimously agreed to recommend refusal - on the basis of <ul style="list-style-type: none"> <li>• The increase in traffic in addition to that which will be created by existing and planned</li> </ul>

	<p>development on this plot</p> <ul style="list-style-type: none"> <li>Over-development of the existing plot which would detract from a house which characterises the entrance to the village.</li> </ul>																		
<b>4.1</b>	<p><b>Determination of Planning.</b> The following notices were received:  18/03952/OUT. Outline application with all matters reserved for the erection of 1No. Dwelling. Land At Orchard View, Chistles Lane, Keinton Mandeville. Application permitted with conditions  18/02561/FUL Former Lake View Quarry Chistles Lane Keinton Mandeville. The erection of 10 No dwellings with associated access, parking and landscaping. Application permitted with conditions. The Officer report on this permission was received.</p>																		
<b>4.2</b>	<p><b>Other planning matters</b>  Planning application 19/00709/OUT - a special meeting was arranged for 16<sup>th</sup> April at 7pm.</p>																		
<b>5.0</b>	<table border="0"> <tr> <td><b>Finance and Payments (RFO – Clerk)</b></td> <td></td> </tr> <tr> <td>Resolved, it was proposed and unanimously agreed to approve the following payments:</td> <td></td> </tr> <tr> <td>Salaries March</td> <td>£239.31</td> </tr> <tr> <td>NEST Pensions Direct Debit</td> <td>£17.80</td> </tr> <tr> <td>Reimburse clerk postage and mileage</td> <td>£16.61</td> </tr> <tr> <td>Maintenance insurance contribution</td> <td>£147.99</td> </tr> <tr> <td>Maintenance</td> <td>£69.00</td> </tr> <tr> <td>SSDC Play Area Inspections</td> <td>£127.20</td> </tr> <tr> <td>CPRE membership</td> <td>£36.00</td> </tr> </table>	<b>Finance and Payments (RFO – Clerk)</b>		Resolved, it was proposed and unanimously agreed to approve the following payments:		Salaries March	£239.31	NEST Pensions Direct Debit	£17.80	Reimburse clerk postage and mileage	£16.61	Maintenance insurance contribution	£147.99	Maintenance	£69.00	SSDC Play Area Inspections	£127.20	CPRE membership	£36.00
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<b>5.1</b>	<p><b>Receipts.</b> The following receipts were noted:  Happy tracks donation £350.00 Bank interest: £17.78</p>																		
<b>5.2</b>	<p><b>Review of Accounts.</b> Presentation of summary of accounts, bank reconciliation and budget to be considered, agreed and signed by Councillors. The accounts for month 12 2018-19 were reviewed. The balance at the end of February was 33,937.31. Payments in March totalled £724.11 and receipts were £367.78. The balance was £33580.98 The bank statements showed a balance of £33680.98. A £100 grant cheque to CAB was still outstanding. This balance was the year-end balance. The summary of accounts for the year end would be presented at the annual parish meeting.  The month 12 summary of accounts, budget and reconciliation information were circulated and checked by Councillors.</p>																		
<b>5.3</b>	<p><b>Grant requests</b>  Thank you letters were received from South Somerset CAB, KM Netball, Yeovil Shopmobilty,</p>																		
<b>5.4</b>	<p><b>Other finance matters Consider the following and agree any actions arising</b></p> <ul style="list-style-type: none"> <li>PAYE report, receive report. The report had been submitted.</li> <li>Audit 2018-19. Consider appointment of internal auditor. Arrangements for internal audit and financial risk assessment were discussed. It was agreed that the same procedures as 2017-18 should be followed.</li> <li>Pension regulator – re-declaration of compliance. The clerk noted the PCs responsibility to make a declaration of compliance which she would arrange.</li> <li>Parish Council Insurance renewal. The insurance policy was due for renewal and the quotes were being arranged.</li> <li>Audit – from SALC consultation on Audit Code of Practice –consider and agree any actions arising. The PC did not wish to comment on this.</li> <li>Receipt of Audit – the clerk noted that the Audit instructions for the financial year 2018-19 had been received.</li> </ul>																		
<b>6.0</b>	<p><b>Highways.</b>  Update / Items to report</p> <ul style="list-style-type: none"> <li>Gullies / holes in road – particularly dangerous for cyclists 1. Outside Coach House on Church Street / Queen Street junction - hole is close to the well. 2. On Common Lane, past the pumping station, hole is on the left hand side of road after the road has turned to the left and right</li> <li>Pavement on Castle Street – poor condition</li> </ul> <p>A361 Glastonbury action group meeting feedback. The minutes of this meeting had been circulated. CL wished to check that KL was happy to continue attending these meetings. It was important that the PC was represented as a bypass would likely divert a significant amount of traffic down the A37 and through the village.  Consider request from resident to join B3153 group. The clerk was asked to find out about membership of this group and whether members of the public could join so that interested parties could be approached.</p>																		
<b>7.0</b>	<p><b>Parish Paths.</b> Update / items to report. There was nothing to report</p>																		

<b>8.0</b>	<b>Happy Tracks / Skatepark</b> Receive inspection report. There was nothing to report. Annual Inspections: new arrangements. The clerk noted that SSDC were no longer providing annual inspections and risk assessment. The clerk would obtain quotes for an alternative provider. Update on play equipment. The equipment was scheduled for installation during the 2 <sup>nd</sup> week in May.
<b>9.0</b>	<b>NHW / Police.</b> Receive monthly report. There was nothing to report
<b>10.0</b>	<b>Maintenance.</b> Consider and agree requirements. Fingerpost broken for footpath at top of High Street.
<b>11.0</b>	<b>Youth Activity.</b> RS reported that the Scouts and Cubs had been camping in the woods the previous weekend. There were also camps ongoing for the Scouts, Explorers and Adventurers
<b>12.0</b>	<b>Village Hall</b> Receive village hall report. KJ reported the following: A sub group working on the pavilion was still looking at funding opportunities. The PC would need to appoint a new representative for the village hall committee in May. Keinton Festiville (formerly village day) was being planned by a sub committee. CL wondered if the PC would be involved. KJ reported that all village groups and hall users would be invited to take part / help.
<b>13.0</b>	<b>Correspondence. Receive the following correspondence and agree any actions arising:</b> SCC Chairman's awards for services to the community- nominations. Nomination were suggested Burial plot capacity. There was no obvious capacity in the village. This request had been passed to the PCC and there was no unconsecrated ground available in the Churchyard. CL suggested that Fevin nature reserve (green burial ground at Somerton) could be mentioned. Hinckley Point consultations. The Council had no comment to make Street naming and numbering – the proposal to name the development on Coombe Hill. Coombe Hill Close was agreed Sea Scouts request for reference for funding application. This was agreed. Great British Spring Clean. A Litter pick would be held in May in response to this. Consider requests for community benches, This request was considered. The clerk was asked to put a note in the Parish magazine for suggestions on locations. The clerk would also obtain quotes and investigate the legal implications (Highway licences etc.)
<b>14.0</b>	<b>Correspondence. Circulation</b> Items circulated in hard copy or by email received during March 2019 Rural Services Network Bulletin; SWP briefing; NALC affordable housing consultation, SLC election briefing; CPRE newsletter; Avon and Somerset PCC newsletter; CPRE litter campaign;
<b>15.0</b>	<b>Parish Magazine</b> Items for inclusion in the May edition Litter pick date. Clerk to liaise with Warren Lee for date. Community benches New Council / Election
<b>16.0</b>	<b>Defibrillator.</b> The clerk explained that this was not as straightforward as had previously seemed. The following needed to be resolved: Location: This ideally needed to be more central – clerk to ask school Initial funding and ongoing maintenance costs: it was likely to cost in the region of £2000 – the source of the funding needed to be agreed BHF grant – it was not clear what this included and this needed to be clarified. Weekly checks: A volunteers was willing to do this.
<b>17.0</b>	<b>Chairman and Vice Chairman vacancies from May.</b> Consider succession planning. This was discussed including responsibilities and time commitment. If a Chair was not forthcoming the council could not function.
<b>18.0</b>	<b>Future agenda items</b>
<b>19.0</b>	<b>Any other reports</b> CL wished to thank Keith Jacobs for his time on the council, for his practical contribution and commitment
<b>20.0</b>	<b>Date of next meetings. 16<sup>th</sup> April 23<sup>rd</sup> April and 7 May.</b>