

Ashill Parish Council

Minutes of the meeting held on Monday 9 May 2016 in Ashill Village Hall at 7.30 pm

Present : Cllrs H Hewson (Chairman), R Abel, M Brunt (*left the meeting at 8.15pm*), S Knight, P Lang, P Underhill, Mrs J Davidson (Clerk) and no members of the public.

1/16 Appointment of Chairman

It was proposed and seconded for Cllr Hewson to be the 2016/17 Parish Council Chairman and it was unanimously resolved for Cllr Hewson to be appointed.

2/16 Declaration of Acceptance

Cllr Hewson signed the Declaration of Acceptance of Office form which was also signed by the Clerk.

3/16 Appointment of Vice-Chairman

It was proposed and seconded for Cllr Knight to be the 2016/17 Parish Council Vice-Chairman and it was unanimously resolved for Cllr Knight to be appointed.

4/16 Apologies / Resignation

It was resolved for apologies with reasons given to be noted from Cllr Perryman. The resignation of Cllr Underhill, due to other commitments, with effect from today was noted with regret. Appreciation was conveyed to Cllr Underhill for the positive contribution he had made during his time as a Parish Councillor. The Notice of the Casual Vacancy would be displayed on the Parish Council notice boards. If there were no requests for the vacancy to be filled by election, within the statutory 14 day period, then the Clerk would receive notification from SSDC that it could then be filled by the Parish Council by co-option. The Clerk would then display an advertisement on the notice boards for anyone interested in the position to contact any member of the Parish Council or the Clerk. A Working Group, comprising of all members of the Parish Council, would then be established to consider any registrations of interest.

5/16 Declarations of Interest/Dispensation Requests

None.

6/16 Minutes

It was resolved for the minutes of the meeting held on 7 March 2016 to be signed as a true record.

7/16 Public Participation

- A written report submitted by County/District Councillor Vjeh was received and noted.

8/16 Playing Field

- a) A Playing Field Inspection Report dated 24 April 2016 – carried out by Cllr R Perryman - was received and noted.
- b) A discussion was introduced regarding whether the tennis court padlock should be changed to be a combination lock. It was resolved that the lock should be changed to a combination lock and Cllr Underhill would make the arrangements.
- c) It was reported that a member of the public had brought attention to the tennis court lights being left on after 9pm. It was agreed that Cllr Underhill and Cllr Perryman would look into this as a lighting timer is set to switch the lights off at 9pm.
- d) A discussion was introduced regarding the relationship between the Parish Council and the Ashill Playing Field Trust. It was resolved that the Parish Council would fully accept Health and Safety liability for the Playing Field which is covered under the Employers' and Public Liability sections of a Parish Council insurance policy. The management of the Trust Funds and the Field would continue to be the responsibility of the Ashill Playing Field Trustees. The job description for the Clerk to the Parish Council would be amended to reflect that the Clerk is also required to act as the Clerk to the Playing Field Trustees. The Terms of Reference for the Ashill Playing Field Trust would be updated during the next few months.

- e) The 2015/16 Payments/Receipts Report for the Ashill Playing Field Trust was received and noted.
- f) It was reported that Mrs B Pyle had submitted an amended application to SSDC for funding to be used towards the purchase of adult exercise equipment. The SSDC Neighbourhood Development Officer – Ms Z Harris – had advised she had enjoyed researching the effectiveness of outdoor gyms when preparing the funding application report. The application which had been considered by the SSDC Area West Committee on 20 April 2016 had received enthusiastic support, for what will be the first Parish in South Somerset to have an outdoor gym, and the Committee is keen to hear how the project progresses. An offer letter, with a form detailing the conditions attached to the grant, had been received which was signed by Cllr Hewson to be returned to SSDC. SSDC pays out grants on receipt of invoices and therefore copies of invoices will need to be sent to SSDC, so that payment can be arranged, once the Parish Council has secured the match funding and is ready to install the equipment.
- g) It was also reported that Mrs B Pyle and Ms J Knowles are currently in the process of working on a Big Lottery application to explore further funding.

9/16 Appointment of Representatives

Representatives for roles were agreed as follows :

- Ashill Playing Field Trust – all members of the Parish Council and Mr P Underhill
- Village Hall - Cllr P Lang
- Communication – Cllr H Hewson
- Millennium Pond – Mr S Hewson

10/16 Planning

- i) The following planning application which had been submitted to SSDC since the last meeting was received and considered :

Application No.	16/01890/FUL
Applicant	Mr Christopher Speke
Proposal	The erection of an agricultural building
Location	Shrubbery Farm, Old A358, Horton, Ilminster.

There were no observations.

- ii) The responses made by the Parish Clerk, using delegated authority to formulate a response on behalf of all members observations, regarding the following planning applications which had been submitted to SSDC since the last meeting were noted :

Application No.	16/01017/FUL
Applicant	Mr John Syms
Proposal	Demolition of existing bungalow and the erection of a two storey dwelling house and garage
Location	Pretty Hayes, Thickthorn Lane, Ashill

It appeared to be difficult to see if any changes had been made to the previous planning application which had been submitted for the development of this site. There were still concerns regarding the height and scale of the proposed new dwelling which could be considered to be overbearing especially as the site already has some slight elevation.

Application No.	16/01105/FUL
Applicant	Mrs J Salmons
Proposal	The erection of stables and formation of hardstanding
Location	Windmill Hill Farm, Windmill Hill Lane, Ashill

There had been no observations.

- iii) It was noted the following planning application has been granted by SSDC since the last meeting :

Application No.	16//00487/FUL
Applicant	Mr Mike Hallett
Proposal	The erection of a double garage/workshop with garden room
Location	The Old Dairy, Rapps, Ashill.

- iv) It was noted the following planning application has been refused by SSDC since the last meeting :

Application No.	16/03256/FUL
Applicant	Mr Christopher Slow
Proposal	The erection of 1 No. detached dwelling house and detached double garage
Location	Paddock adjoining Square & Compass Public House, Windmill Hill, Ashill.

- v) The procedure for dealing with planning applications during 2016/17 was considered and reviewed.

It was agreed that when the Clerk receives notification from SSDC that a planning application has been submitted then :

- a. the Clerk would e-mail the information regarding the application to all members of the Parish Council; and
- b. the paper copy would be provided for circulation .

It was also resolved that in the eventuality of there not being a scheduled meeting of the Parish Council before a planning consultation deadline then either :

- a. a meeting of a Planning Committee comprising of all members of the Parish Council would be convened at the request of any member; or :
- b. members would e-mail any comments to the Clerk who would have the delegated authority to be able to respond to small scale planning applications on behalf of member's observations.

11/16 Highways / Footpaths

- a) Cllr Abel reported that Mrs Smith had made the request as to whether the Parish Council would provide the funding for a shrub to be purchased, to replace the one which is currently in the garden of the grass verge by the bus stop, and also for plants for the boxes on either side of the bus stop. It was resolved to agree a budget of around £20 and appreciation was conveyed to Mrs Smith who would choose the plants and carry out the gardening work.
- b) Cllr Underhill reported that the wind has blown a few sheets of corrugated iron off the bus shelter roof. It was resolved that Cllr Underhill should carry out the repairs which would be paid for by the Parish Council.
- c) Cllr Abel brought attention to the lack of signage to Ashill School and as to whether signs similar to those in other local villages could be erected on the approach roads. Cllr Vijeh advised she would look into the feasibility of this.
- d) Since the last meeting the Assistant Highways Service Manager – Mr C Weeks – had confirmed he had discussed the Thickthorn Gate specifications with the traffic team and a works order had been placed. The gate has still not appeared and Cllr Vijeh advised she would look into this.
- e) It was reported the footpath which runs through the field between South Town Farm and Parsonage Farm has been reinstated.
- f) Cllr Underhill reported he had obtained permission both from the landowner of the ditch, and from the landowner of the access, and has been able to clear the ditch which will hopefully help to mitigate incidents of flooding adjacent to Axhill House on Windmill Hill Lane.
- g) It was reported the drain opposite the cattle grid next to Axhill House has silted up and needs to be reported to Highways.

12/16 Environment

A discussion was introduced regarding a proposal to clean out the Millenium Pond during the Spring but as this had not been done, due to the ground being too wet, as to whether it should be done early in the Autumn. It was agreed that no further pond dredging/cleaning work should be carried out for the time being. Positive comments were expressed regarding the appearance of the pond area and appreciation was conveyed to Mr S Hewson for the strimming/tidying work he has carried out during the past six months.

13/16 Communication

A discussion was introduced regarding the Parish Council Notice Boards. Parish Council notices are currently displayed on four notice boards sited around the Parish at :

- Centre of the Village near the School
- Rapps
- Thickthorn Lane
- Corner of Windmill Lane

There is also a notice board situated at the end of Wood Lane, on the grass verge opposite the car cleaning garage, but this is currently not being used due to the board being too hard to be able to pin anything to it. It was agreed consideration should be given to replacing this this notice board and the Clerk was instructed to explore a price (free standing - portrait – 1,000cm x 600cm).

14/16 Insurance

The insurance renewal documents were received and considered. It was agreed that the Clerk would liaise with Cllr Perryman and Cllr Underhill in order to review the asset register. The Clerk was given the delegated authority to then update the register and explore whether a more competitive insurance quotation could be obtained.

15/16 Finance

- i) The 2015/16 Annual Report was received and noted. It was resolved for Section 1 – Accounting Statements for ... and Section 2 – Annual governance statement of the Audit Return for 2014/15 to be signed by the Chairman and the Clerk.
- ii) It was noted the 2016/17 Section 137 Expenditure Limit is £7.42 per person.
- iii) It was noted the 2016/17 Parish Precept of £4,500 and the Council Tax Support Grant of £80 has been credited from SSDC to the Parish Council NatWest Current Account.
- iv) The Clerk presented a positive report regarding the PAYE service provided by Westcountry Payroll to ensure the Parish Council met its Employer PAYE responsibilities for 2015/16.
- v) The Clerk reported the Pension Regulator staging date, to ensure the Parish Council complies with workplace pension law, is 1 May 2017. The Clerk will complete the duties checker to ensure the tasks relevant to the Parish Council are completed.
- i) It was resolved for the following payments to be approved :

Mr J Brunt – Internal Audit	£ 75.00
Westcountry Payroll – Payroll Service	£ 60.00
SALC – Affiliation Fees	£142.51

17/16 Items for consideration for a future agenda

- Playing Field Trust Terms of Reference

18/16 Dates of 2016/17 meetings

It was confirmed the 2016/17 dates meetings of the Parish Council will be 4 July, 5 September, 7 November, 9 January, 6 March and 8 May (Annual Meeting).

The meeting closed at 9 : 30 pm

Signed : (Chairman
4 July 2016