

# CRANMORE PARISH COUNCIL

Parish Clerk – Vickie Watts

cranmoreparishclerk@hotmail.co.uk | 07971 516916 | Gallant Hill Farm, Foxcote, Radstock, BA3 5YB

MINUTES OF MEETING HELD IN THE MEMORIAL HALL, CRANMORE,  
ON 8<sup>th</sup> December 2014 AT 7.30PM

**Present** Cllr Grant Bolton (GB, Chair), Cllr Crowcombe, and Cllr Karen Mitchell (KM)

**Also present**  
**In Attendance** Vickie Watts (VW; Clerk) and 4 members of the public.

**1 Declarations of Interest & Dispensations**

Councillor Crowcombe signed the dispensation to allow discussion for setting the precept. There were no declarations of interests.

**2 Apologies for Absence**

Cllr Snelson, Cllr Jacqui Gallo and PCSO Nicola Housley all sent apologies which were duly accepted by the Chair.

**3 Resignation of Councillor – Councillor Vacancy**

A letter of resignation had been received from Christine Smith. A notice of vacancy will be placed on the notice board, website and Facebook page. Clerk to write a letter of thanks from the Council to Christine. Clerk to raise notice of vacancy.

VW  
VW

**4 Agreement of Minutes of Meetings held on 10<sup>th</sup> November 2014 & matters arising**

The minutes had been distributed to all Councillors. The minutes were agreed as an accurate record of the meeting, which were then duly signed by the Chair. Clerk to forward a copy for uploading to the website.

VW

All matters were completed or will be covered under the agenda items listed apart from:

- Clerk reported that she had obtained quotes from Solicitors of approx. £500 + VAT plus £40 for Land registry fees to undertake the first registration of the Sports field with the Land Registry. It was agreed that all Councillors should consider if there is a Solicitor in the village who might be able to for a lesser amount. Agenda item for January.
- Clerk to chase Mr Woodridge re Quarry Way.
- KM to photograph the fence at Crane Cottages for the Clerk to send to Aster and ask them to address the repairs.
- The Clerk asked Highways department if "Duck Crossing" signs could be installed in the village. Highways have said it is not appropriate and will not authorize.
- GB to continue to try and contact Dean Pitman to establish if the grant for the Sports field is still likely.
- GB to install the fence to the sports field before the next season.
- Designs have been agreed for a sign for the Sports field requesting dogs be kept on the lead. Clerk to obtain a quote & liaise with GB.
- GB to complete the application form for the work to be undertaken on the protected trees.
- KM reported back that the mobile library usage has reduced recently and is consequently in risk of the service being withdrawn. Notices have been placed on the website, Facebook and notice board highlighting the service and encouraging users. There has been discussion with the Pre-school and if they were to start using the service on a regular basis, it would secure the service for the future.

ALL  
Ag  
VW  
KM  
VW  
GB  
GB  
VW  
GB

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## 5 Meeting Open to the Public

The bus shelter at Tansey is missing a pane of glass. Clerk to chase up with SCC. VW  
The Waste bin outside of Memorial hall is full – Clerk to report VW

## 6 Sports field (Fence and Deeds)

- GB has contacted the Dean Pitman regarding the grant but has not as yet had a response. GB to continue to try and make contact with him. GB
- GB to complete the planning application for work to the Trees protected by on the cricket field. GB
- GB confirmed that the fence will be installed by the end of March 2015 in time for the next season. GB
- Dog fouling sign will be ordered this week. VW/GB

## 7 Planning

- 7.1 Ref: 2014/2392/FUL - Installation of a 50kWp solar PV system, Home Farm, West Cranmore, Shepton Mallet  
All Councillors had previously had the opportunity to consider the above mentioned plans prior to the meeting. Concerns were raised that the ESR railway may not be aware of this application – GB to notify. After much discussion it was proposed by AC that the application be recommended for refusal on the grounds that it could affect the local railway business by impacting visually on the area which would not be conducive to the rolling Mendip countryside that they advertise. This could also reduce revenue received from film work. This was seconded by KM.

**Vote: 0 for 3 against and 0 abstaining.**

### 7.2 Planning updates

Ref 2014/1776/FUL  
Change of use of yard and building from B1 light industrial use to a B2 general industrial use as a minibus compound  
Millstones North East Quarry Way, Waterlip, Shepton Mallet, BA4 4RN  
Approved with conditions

## 8 Finance

### 8.1 Bank reconciliation

The Clerk had prepared the bank reconciliation which was verified by Councillor Mitchell prior to the start of the meeting who confirmed that it was accurate and balanced.

### 8.2 Financial Statement

The Chair ran through the current financial statement which was agreed by all Councillors as correct. The Chair duly signed a copy for the records.

### 8.3 Setting of Precept

The Clerk had amended the document in line with discussion at the last meeting. Clerk to amend the format for the Grant allocation so that it is clearer. It was agreed that the precept would remain the same at £7500 – final decision at January meeting. VW

Mendip District Council will give final details including Council tax rebate on the 16<sup>th</sup> December and therefore the precept will not be submitted until after the January meeting when AG

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- 8.4 Adoption of Financial regulations  
Adjourn to January meeting Ag
- 8.5 Adoption of Code of Practice for handling complaints  
Adjourn to January meeting Ag
- 8.6 Changes to bank mandate  
Adjourn until Councillor vacancy has been filled. Ag
- 8.7 Payments  
The following cheques were agreed by all Councillors and duly signed by the Chair.  
A vote was taken which was unanimously in favour of this proposal

All Councillors agreed to ring fence £500 for the Memorial Hall repair fund. VW  
*Vote: 3 for 0 against and 0 abstaining.*

Clerks salary November (Inc HMRC payment of £2.60)	£133.24
Clerks expenses	£ 60.43
Logic SHE Consulting Ltd – Asbestos report Dec 2013	£150.00
Christopher Brown Shepton Mallet Landscapes	£963.00

## 9 Small Grants

After much discussion the following decisions were made:

Group	Request	Amount requested	Amount awarded
St Barts Church	Common Prayer	£50.00	£50.00
Cricket Club	Building work	£2,500.00	0
Jills Close Committee	New swing seats and chains on Children swings	£315.89	TBC
Mendip Community Transport	Ongoing provision of transport for the community	£75.00	£50.00
Cranmore Memorial Hall	2 x Picnic tables & roller blind	£250.00	£150.00
Step in Stone	Artwork project for the Community	£500.00	0
Cranmore & Doultong Pre School	Fencing materials	£171.33	0

Councillors thought it would be worth inviting Diane Reader of Jills Close Committee along to a Parish meeting to establish what their expectations are from the Parish council for this year. In previous years an award of £550 has been made and it needs to be established whether they are expecting this on top of the small grant application request of £315.89. It was also noted that if the Parish Council was to purchase the swing seats they would be able to claim the VAT back. VW

It was felt that the Step In Stone art project was not something that the Parish could support financially but that the Parish Council would be very happy to provide a letter of support and help with advertising where possible.

Councillors agreed that the Cricket Club application would not be supported at this stage. Once further funding has been secured the Parish Council would be more inclined to support.

It was felt that it would not be appropriate for the Parish Council to award funding towards the application received from Cranmore and Doultong pre-school as the work proposed was on Memorial Hall land and therefore they should liaise with them in the first instance.

The Clerk to draft responses to the unsuccessful applicants with the support of KM. VW

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Cheques will be raised at the next meeting.

Ag

## 10 Update on Health and Well Being Grant.

The application from PCC St Bartholomew's Church for the installation of a hearing loop within the church (£654.00 excl VAT as a charity) has been submitted to County Cllr Philip Ham.

## 11 Village Plan

Adjourn until January meeting

Ag

## 12 PCSO, District Councillor and County Councillor Report

12.1 PCSO – A report had been received from PCSO Nicola Hounsley who confirmed that on the 24/11/2014 there was a 2 vehicle road collision at Tansey with no injuries.

Road closed – Discuss policy for when the A361 is closed. Discuss at next meeting.

Ag

### 12.2 District Councillor Report

Cllr Cawood did not attend but has provided a report which is attached to a copy of these minutes.

### 12.3 County Councillor Report

County Cllr Ham did not attend and no report had been received.

## 13 Highway Issues:

SID results had been circulated to all Councillors prior to the meeting – Speeding on the A361 continues to be an issue.

Flood update – Highways department will inspect the flooding on the A361 between Doultling and Piers Road.

## 14 Councillors' Reports

NALC – An announcement has been made by NALC to confirm that a 2.2% Pay award has been agreed which will take effect from January 2015.

## 15 Meetings attended/To be attended

- AC attended the recent quarry meetings – Councillor Cawood reported on the meeting.
- The next Mendip Forum will take place on Tuesday 03/02/14
- Neighbourhood planning workshop is also planned for the new year with a date yet to be confirmed.

## 16 Correspondence

Bus consultation – The Chair encouraged all to reply.

## 17 Date & Time of next meeting

12<sup>th</sup> January 2014 at 7.30pm

The meeting finished at 9.45pm

It is agreed that this is a true and accurate record of the meeting

Signed \_\_\_\_\_ Dated: \_\_\_\_\_