

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 8th February 2016 AT 7.30PM

Present: Cllr Grant Bolton, Cllr Ann Crowcombe, Cllr Karen Mitchell, Cllr David Van Dyk and Cllr Alan Price

In Attendance: Vickie Watts (Clerk) took the minutes. PCSO Nicola Housley (Part) 6 members of the public attended.

1 Declaration of interests and dispensations

There were none.

2 Apologies for Absence

Cllr Jacqui Gallo sent apologies which were accepted by the Chair.

3 Agreement of Minutes of Meeting held on 11th January 2016 & matters arising

All Councillors had received a copy of the minutes and agreed that they were an accurate record of the meeting. The minutes were then signed by the Chair.

Vote 5 For, 0 Against & 0 Abstained

All actions had been completed and or will be discussed later in the meeting under the relevant agenda heading apart from:

- A £350 cheque has been received from the Transparency Code funding.
- The Clerk has written and spoken with a farmer who it was believed to be renting the fields adjacent to the A361 with a view to them cutting the hedge back. It transpires that they do not rent or own the field. The Clerk has since spoken with the Highways department to ask if they can contact Land Registry to establish who the owner is so that the Clerk (or the Highways department) can then pursue.

VW

4 Meeting Open to the Public (no more than 10 minutes in total)

1. A request has been made by Mary Reynolds who has asked if the access into her property at top of Slait Hill, on the left could be inspected as it is not satisfactory for wheelchair access from the highway to the property. Raise with Highways.
2. There has been dangerous flooding in Dean on the A361 outside the Chapel. This is a recurring problem and the culverts may be blocked. Raise with Highways.

VW

VW

5 County & District Councillors Reports

5.2 District Councillors report

District Cllr Van Dyk reported:

Finding ways to save money continues to be a major topic. The business contract with Capita has been reviewed. Land charges & licensing will be handed over to a private company and will be split by Capita and another company which is yet to be confirmed. The current staff will be TUPED across. In 9 years this will save just under £10 million and will prevent redundancy.

At Full Council meeting it will be debated that Council Tax needs to be increased this year as Central Government continues to cut funding.

5.3 County Councillors report

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

6 Planning

2015/2982/FUL – The Old Engine Shed, Piers Rd to Southill House, West Cranmore

Change of use holiday let to open market residential

Mr Lee Wright of Pointcloud attended. The application is to make the open market dwelling rather than occupancy restrictions which are currently in place for the development as a holiday let. Mr Wright believes that Policy DP22 of the Local Plan – Re use and conversion of disused developments, has been met.

All Councillors considered the plans and after discussion it was proposed by Cllr Crowcombe that

CRANMORE PARISH COUNCIL

Parish Clerk – Vickie Watts

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

the application be recommended for approval which was seconded by Cllr Mitchell.

Vote 5 For, 0 Against & 0 Abstained

2016/0014/FUL – Land off Turnpike Lane, East Cranmore Erection of hay and straw barn and new access

Councillors considered the abovementioned application and had no real objections other than that there should be regard for any planned lighting to minimalise the impact on surrounding properties. It was proposed by Cllr Bolton that providing:

1. The Highways department are content with the proposed access and are aware of the concentration of traffic generated during the All Hallows school drop off /pickup times.
2. Any lighting scheme be considerate to the environment.

Vote 5 For, 0 Against & 0 Abstained

2015/2341/HSE – Knightswood, Withy Wood Lane, Cranmore Two storey extension to existing dwelling

Councillors considered the plans and after consideration Cllr Crowcombe proposed that the application be approved on the basis that the property will be visibly improved which was seconded by Cllr Price.

Vote 5 For, 0 Against & 0 Abstained

7 Planning updates

2015/3079/FUL – Wilmotts Business Park

This application falls within Doulling Parish Council and Cranmore Parish Council has not been included within the list of Consultees. It was agreed that the Clerk would ask for the Planning department to be consistent with their approach, namely if Doulling are to be consulted over applications for Quarry Way then it should work the same with applications at Wilmotts Business Park and Cranmore also consulted.

VW

8 Finance

8.1 Agree Bank Reconciliation

Cllr Bolton to check the reconciliation at the end of the meeting.

GB

8.2 Agree Financial Statement

All Councillors had received a copy of the statement prior to the meeting and it was agreed that everything was in order as expected.

8.3 Review Audit arrangements for 2017

The Clerk had circulated information regarding the Audit arrangements for 2017. All Councillors agreed that there would be no benefit to Cranmore Parish Council in opting out of the Smaller Authorities Audit Appointment scheme. Therefore no action is required.

8.4 Agree Community Grants

The Clerk confirmed that no applications have been received at the moment. Posters have been placed on the website, notice boards and Cllr Mitchell will place a post on Facebook. The deadline for the applications will be Friday the 26th February so that Council can consider the applications at the Parish Council meeting on the 7th March.

A request had been received from St Bartholomew's church for an increase in the payment for the grass cutting and annual payment from £500 to £750 due to increases in contractor charges. It was proposed that the annual payment should be increased although the Clerk will investigate to see if the PCC can claim VAT back and report back at the next meeting. The cheque for £500 will be paid as listed on the agenda for tonight with a further cheque for £250 to be paid at the March meeting.

Vote 5 in favour; 0 against and 0 abstained

8.5 Payments:

The following cheques were agreed by all Councillors and duly signed by the Chair and Cllr Crowcombe:

CRANMORE PARISH COUNCIL

Parish Clerk – Vickie Watts

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

Clerks salary January (Inc HMRC payment)	£ 128.94
Clerks expenses for January	£ 18.70
Memorial Hall heating payment	£ 200.00
St Bartholomew's church upkeep	£ 500.00

Vote 5 in favour; 0 against and 0 abstained

- 9 Village Notice Boards**
The Clerk and Cllr Bolton had obtained several quotes for comparison purposes. Cllr Price has also researched different types of notice boards and has found a template which he feels could be easily made at a fraction of the price that the Clerk has found. Cllr Price to provide costings at the next meeting. VW
- 10 PCSO report**
PCSO Nicola Housley attended and confirmed that there was nothing to report.
- 11 Sports field - Discuss tenancy agreement** DVD
Adjourned until the next meeting. Ag
- 12 Jill's Close - Opportunity to purchase field adjacent to Jill's Close** Ag
It was agreed that the opportunity to purchase the field adjacent to Jill's Close would be adjourned until next month.
The draft Legacy grant funding agreement is to be emailed by the Clerk to all Councillors for them to approve and to confirm with the clerk within 48 hours of this meeting that they are happy for the document to be agreed. The Clerk will then confirm our acceptance so that the hard copy can be prepared by Mendip District Council. VW
Cllr Crowcombe confirmed that the first invoice would be for £8300 which should then be presented to MDC who will then pay 70% of the invoice with Cranmore Parish Council to pay the 30%.

Cllr Price explained that Mr Parrot would be in touch with him during the next week to arrange a meeting to discuss the felling of the trees in Jill's Close and the Cricket field. AP

It was noted that the orange fence provided by the Clerk is still being used as a temporary fence at Jill's Close despite it being said at the time of installation that the intended fence was to be installed once it had been stained. It was agreed that the Clerk would write to the residents to ask for the fence to be installed at the earliest opportunity as the temporary fence is required by the owner. VW
- 13 Clean for the Queen** VW
It was agreed that the Clerk would get in touch and ask if a later date could be used. Agenda item. Ag
- 14 Heritage at Risk Survey** VW
It was agreed that the Norman Culvert located at Waterlip should be included in the survey.
- 15 Emergency plan - Annual Parish meeting 11th April 2016**
Cllr David Van Dyk explained that at the weekend he had spent Saturday evening trying to help with a potential flooding situation at Crane Cottages but he found that no services / organisations were able to help and it is became apparent that the Parish needs to be prepared for such emergency situations and be able to act for themselves. It transpired in this instance that the residents at risk did in fact have some sand bags which had been used to prevent flooding last year.

Cllr Mitchell explained that Geoff Mackett had provided information to say that if we are putting together an emergency plan we can apply for CRISP funding up to £5K for equipment, sheds, hi-vis wear and various other items. It was agreed that a working party should be formed to get together to make a list of requirements. Cllr Van Dyk, Cllr Mitchell, Cllr Price and possibly Cllr Bolton would progress this matter. DVD
KM
AP
GB

CRANMORE PARISH COUNCIL

Parish Clerk – Vickie Watts

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

Cllr Mitchell said that she would invite Geoff Mackett to the Annual parish meeting to be held on the 11/04/16. The Clerk will put together a list of Groups to invite. Agenda item. KM
VW

- 16 Highway Issues** (Inc update on the transfer of SIDS, Speeding & outstanding requests, etc...)
Speedwatch – Sarah Goff is holding a meeting on Thurs 25th February to discuss speed watch and work towards Doultling & Cranmore joining forces.

- 17 Councilors Reports** (Community group, Footpaths; Speed Watch; SALC; Quarry & Update on Fayre.)

SIDS – Cllr Van Dyk explained that a central presentation has been arranged to sort the software issues with the SID data. The date is yet to be confirmed but Cllr Van Dyk will liaise with Cllr Price and Mr Crowcombe to progress this matter. DVD
AP

Community Group – It has been suggested that a Dog show should take place as part of the Village fair this year. Questions had been asked about Public Liability and it was agreed that the Clerk would check the insurance policy and report back. The Clerk was asked to start searching for insurance renewal quotes. VW

Village Hall Committee - Bingo has been arranged for 18/03/16 @ 6.30pm

- 18 Meetings Attended / To be Attended**

23/02/16 @ 7pm - Frome Town meeting at the Assembly Rooms
22/02/16 @ 6.30pm - Defibrillator training at the Memorial Hall
09/03/16 – Cllr Crowcombe to attend Planning Training - Invoice to be paid next month AC
17/03/16 @ 1.30 til 4.30pm - Digital training @ Wanstrow
22/02/16 @ 10 til 1pm - SALC transparency training VW
14/04/16 @ 6.30pm - Mendip Rural Forum. 3 speakers dealing with loneliness at Council Chambers

- 19 Correspondence**

Village sign advertising the website – Cllr Bolton to email highways to seek guidance and approval for the installation of such a sign. GB
Mendip District Council. Letter confirming that there will be no further action regarding the lighting at the riding arena and stables located at Piers Road junction.
Footpath SM4/22 Order – New route agreed, confirmation of the route is already displayed on the notice board
Mendip Community Transport request for funding – send small grant applications. VW

- 20 Date & Time of Next Meeting**

Full Council meeting 14th March and 11th April 2016

The meeting finished at 9.30 pm