

# 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 10<sup>TH</sup> March 2014 AT 7.30PM

Present	<b>Grant Bolton (GB, Chair), Ann Crowcombe (AC), Mark Snelson (MS) and Karen Mitchell (KM).</b>	
In Attendance	<b>Vickie Watts (VW; Clerk) and 3 members of the public.</b>	
1	<b>Apologies for Absence</b> Christine Smith, Nicola Housley and Jacqui Gallo had sent apologies which were duly accepted by the Chair.	
2	<b>Declarations of Interest &amp; Dispensations</b> There were none.	
3	<p><b>Agreement of Minutes of Meetings held on 10<sup>th</sup> February 2014 &amp; matters arising</b></p> <p>The minutes had been distributed to all Councillors. Cllr Crowcombe asked if point 8.1 could be amended by removing the word "absence" and replacing it with "attendance" to read:</p> <p>"County Councillor Philip Ham apologised for his poor <del>absence</del> attendance and explained that the Cranmore meeting coincides with County Cabinet meetings."</p> <p>The amendment was agreed by all Councillors as an accurate record of the meeting which was then duly signed by the Chair.</p> <p>All actions were completed and will be mentioned later under agenda items apart from:</p> <p>12 - AC reported that the wall has again been damaged opposite the Chapel in Waterlip which is owned by Wainwrights, it passes over a Norman culvert and there are concerns that it will cause damage to the culvert if not looked into and repaired. Wainwrights have said they cannot afford to repair it. AC will raise this at the Wainwright Quarry liaison meeting and press for the repair to be completed</p> <p>12 - A request could be made for the police enforcement camera to attend, in the layby on the A361, opposite Cooks Lane. This is still being investigated.</p>	<p>AC</p> <p>GB</p>
4	<b>Meeting Opened to the Public</b> There were no points raised.	
5	<p><b>The Cricket field and the fence</b></p> <p>Clerk confirmed that the application for a grant from the Health and Wellbeing fund has been passed to County Cllr Philip Ham for submission.</p> <p>GB still waiting for a couple of outstanding quotes to replace the fencing. Chase for next meeting.</p> <p>So far the quote received amounts to: Materials for small section, approx. £480 and for the other section to extend £530. If purchased all at once will save £100. Suggestion that Rod Baker approaches Hanson's regarding supplying post crete FOC or at a reduced price.</p> <p>Carry over to the next meeting.</p>	<p>GB</p> <p>GB</p> <p>Ag</p>

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	<p>GB confirmed that Dean Pitman said he is waiting for grant approved for materials for the Cricket field</p> <p>Cricket club working party will not meet until after the grant applications have been decided.</p>	
6 6.1	<p><b>Planning</b> Ref: 2014/0251 – 3 Pawleski Close, Dean – Single storey side extension and internal alterations.</p> <p>All Councillors have had an opportunity to consider the plans. After much discussion it was proposed that the application be approved subject to no unfavourable responses having been received by Mendip Planning office from neighbouring properties. The proposed extension is in keeping with other buildings in the area. Clerk to notify Planning office.</p>	
6.2	<p><b>Planning update on recent decisions and planning applications</b> There were none</p>	
7 7.1 7.2	<p><b>County &amp; District Reports</b> <u>County Councillor</u> Philip Ham did not attend or supply a report.</p> <p><u>District Councillor</u> Gloria Cawood did not attend or supply a report.</p>	
7.3	<p><b>PCSO report</b> – PCSO Nicola Housley did not attend but emailed the following report for February:</p> <ul style="list-style-type: none"> <li>• 09/02 Report of a loose dog on the main road near the Piers</li> <li>• 13/02 minor road traffic collision involving 3 vehicles in the vicinity of Piers road</li> <li>• 26/02 a phone was taken from a vehicle at Cranmore tower</li> <li>• 01/03 A shepherds hut was broken into at a location in Dean, a chimney flu was taken</li> </ul> <p>There have been complaints concerning a mobile home type vehicle which has been parked by the old Post office. Nicola has looked at it and so far there are no offences in the way it is parked. She agrees that it is a big vehicle and not the prettiest to look at but it is parked legally. The other 2 cars parked there at the time were far enough back from the junction (15 metres as stated in the Highway code) and not causing any obstruction. She will continue to monitor the situation and give words of advice to the keepers if required</p>	
8	<p><b>Review of Village Plan:</b> The Council ran through the Farming, Tourism, Children and Young people and Healthier Lifestyle sections of the village plan and made several amendments which will be approved at the annual meeting. Clerk to amend and email to all Councillors</p>	VW
9	<p><b>HMRC PAYE &amp; Clerk expenses</b> The Clerk confirmed that we were now enrolled and up to date with the Real time PAYE requirements. The Clerk has sought advice from a qualified accountant who confirmed that it would be proper practice for the Clerk to invoice monthly all receipted expenses rather than the standard £10 p/m as has been done previously. The Clerk will also check with accountant that the Clerk is in a position to pay HMRC directly and then claim the cost back at next meeting. A vote was taken which was unanimously in favour of the Clerk making the payment and claiming it back if this is allowed and submitting expenses invoice on a monthly basis.</p>	

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10	<b>Finance</b>		
10.1	<u>Financial Statement</u> The Chair ran through the current statement which was agreed by all Councillors as correct. The Chair duly signed a copy for the records.		
10.2	<u>Payments</u> The following cheques were agreed by all Councillors and duly signed:		
	Clerks salary (February)	£87.54	
	HMRC	£19.40	
11	<b>Review of Standing orders</b> It was agreed that that this would be adjourned to the next meeting so that all Councillors will have an opportunity to read the document. Clerk to re email.		Ag VW
12	<b>Highway Issues:</b> The white lining generally around the village is in need of refreshing.  The first Speed Indicator Device (SID) results have been received which shows it is mainly within the 10% tolerance. An Enforcement camera could be implemented if deemed a serious enough of a problem by the Highways department.		GB
13	<b>Update on Dog waste bin and litter bin</b> The Clerk has received consent from SCC to the dog waste bin being installed on highways owned land on Piers Road providing certain conditions are adhered to – All Councillors agreed that the Clerk should write agreeing to the terms set out. The Clerk confirmed she has approached the Church Committee requesting permission for a bin located on the Church grounds. They have responded suggesting a location which they think is appropriate which is in fact on highways land, namely just past the disabled parking bay near to the notice requesting no parking on Sundays. However Mr Candy attended the meeting and highlighted that it may not be ideal as it could well be hidden from view by parked cars. The Clerk will check the proposed location and continue to liaise with the Church committee to seek an appropriate location for a dog waste bin. The Chair replied that this was not an imminent purchase anyway so the PCC had a while to ponder other possible locations.		VW  VW
14	<b>Councillors Reports</b> Footpath – Somerset Highways team have written asking for the Parish Path Liaison Officer to confirm the hours spent clearing and maintaining the Parish footpaths. Of the Councillors present none were aware of anyone currently holding the post.  Speed watch – GB hoped that the team will start again now that the weather has started to improve.  SALC Training– Karen Mitchell confirmed she would like to attend the Good Councillor training on 20/03/14 and Grant Bolton is keen to attend the Good Chair training on the next available date. It was proposed that the Parish Council will cover the cost. A vote was taken which was unanimously in favour of the Parish Council paying for both sessions at £25 each course. Clerk to book.  12/03/14 - Torr Works Quarry and Wainwrights Quarry meetings are both being held on the same day the first at 3pm and the second at 5.30pm. AC to attend and report damage to the wall and also ask whether they can clean the road signs.		VW  AC

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15	<p><b>Meetings attended</b> 19/03 for next planning event hosted by Mendip District Council to be held at Wells Town hall. The Clerk to chase up what topics will be covered.</p> <p>Quarry Way Planning application – This may go to the Planning board but a decision has not yet been made. If it goes to the Board it could be held on the 26/03/14 and GB will need to attend to speak. Cllr Snelson to pass to the Chair his speech previously used before Doultling Parish Council. The Clerk will need to book GB a 3 minute slot to speak if it goes before the Planning board.</p>	<p>VW</p> <p>VW</p> <p>GB</p> <p>VW</p>
16	<p><b>Correspondence</b> Cllr Mitchell introduced the idea of the Parish council having its own Facebook and Twitter accounts. Information to be emailed out to all Councillors to review at the next meeting.</p> <p>Flood relief fund – After a discussion between all Councillors it was felt that it was not appropriate to donate at this stage. The leaflets which have been supplied will be distributed throughout the village.</p> <p>Campaign to Protect Rural England (CPRE) – After a discussion with between all Councillors it was felt that it was not appropriate to donate</p>	<p>KM</p> <p>Ag</p> <p>GB</p>
17	<p><b>Date &amp; Time of next meeting</b> 14<sup>th</sup> April 2014 and 28<sup>th</sup> April 2014 for the Annual Parish Meeting - Clerk to draft posters and invitations</p>	<p>VW</p>

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

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