

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 12TH May 2014 AT 7.30PM

Present **Grant Bolton (GB, Chair), Ann Crowcombe (AC), Karen Mitchell (KM) and Jacqui Gallo (JG)**

In Attendance **Vickie Watts (VW; Clerk) and 10 members of the public.**

1 Apologies for Absence

Cllr Snelson, Cllr Smith, Cllr Cawood and Cllr Ham had all sent apologies which were duly accepted by the Chair.

2 Election of Chair and Vice Chair

Cllr Mitchell proposed Cllr Bolton which was seconded by Cllr Gallo. Cllr Bolton accepted and a vote was taken which was unanimously in favour of the appointment. The Chair then duly completed the acceptance of office which was also signed by the Clerk.

Although Cllr Snelson was not present Cllr Crowcombe proposed that he be re-elected as the Vice Chair. This was seconded by Cllr Gallo and voted unanimously in favour of the appointment.

3 Declarations of Interest & Dispensations

There were none.

4 Agreement of Minutes of Meetings held on 14th and 28th April 2014 & matters arising

Both sets of minutes had been distributed to all Councillors and were agreed as accurate records of the meetings which were then duly signed by the Chair.

All of the actions mentioned within the minutes dated the 14th April were completed and be mentioned later under agenda items apart from:

3.3. AC – To contact Cllr Philip Ham regarding the damaged culvert at Waterlip. AC

3.3. GB still has no news regarding the Police camera van A361. GB

3.8. AC confirmed that All Hallows no longer offer their tennis courts to Parishioners outside of school hours. Clerk to amend Village plan accordingly. VW

3.12 GB reported that the white lining in Dean and Cranmore is ok – continue to monitor. GB to assess Waterlip and report back. GB

4 The grant applied for from Wainwrights is yet to be confirmed. The copy of the Cricket club insurance has been received.

5. The Clerk to contact the Dog Warden regarding loose dogs on the cricket field and to ensure adequate signage is being displayed at both ends of the footpaths. VW

All of the actions mentioned within the minutes dated the 28th April were completed and will be mentioned later under agenda items

4 Meeting Opened to the Public

A parishioner asked if planning permission had been given for the bright lights which have recently been installed at the new riding arena located at the property on the junction of Piers Road and the A361. The Chair confirmed that he also had received a complaint regarding the lighting. AC to further investigate. AC

5 The Cricket field and the fence

A copy of the Cricket Club's Public Liability Insurance has been received and will be held on the Parish Council records.

The Clerk confirmed that a cheque for the sum of £700 has been received resulting from Health and Wellbeing fund. There is also no news from Dean Pitman regarding the grant from Wainwrights.

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- A request has been received from the Cricket Club for a temporary steel container to be installed for storage purposes. GB has consulted neighbouring residents who are happy providing that it is only on a temporary basis and that it is not in their line of view. GB had drafted a list of conditions which were discussed with Councillors. Amendments were proposed by which will need to be addressed. Once a suitable location can be agreed with residents and the Cricket club the agreement will need to be signed by a representative of the Cricket Club prior to the container being installed. GB
- Cllr Bolton proposed that the Cricket Club be allowed to install the container on a temporary basis (6 months) providing they sign an agreement which has been approved by full council. A vote was taken which was unanimously in favour of the proposal. The amended agreement will be considered again at the next Parish Council meeting. Ag
- It was mentioned that the "Village plan" will need to be amended to address the council allowing the installation of the container albeit it on a temporary basis. Agenda item for next month Ag
- 6 **PCSO reports**
PCSO Nicola Hounsley attended and reported as follows:
17/04 – 2 people were spotted wearing balaclavas were spotted whilst taking gas bottles in Dean Court
22/04 – An accident occurred in Dean whereby a car ended up on its roof in Dean causing the road to be closed for some time.
April – A drain cover near Torr works has collapsed which has been cordoned off until its repair.
- 7 **Planning**
7.1 There was none
7.2 **Planning update on recent decisions and planning applications**
Ref 2013/2208 – Quarry way business Park – Erection of B1 unit.
Approved with conditions. Clerk to scan copy to all Councillors. VW
- 8 **County & District Reports**
8.1 County Councillor Philip Ham did not attend but did supply a report which was circulated to the Councillors by email prior to the evening. This was however the same report as received for the meeting of the Parish on the 28th April. Cllr Crowcombe asked that we request Cllr Ham attends the next meeting to discuss planning and highways matters. VW
8.2 District Councillor Gloria Cawood did not attend but emailed a report which covered the recent planning decisions relating to Waterlip Quarry, the Wind Turbine applications at Torr Quarry Wind Farm and Rock House Farm Whatley. It also covered the current application for up to 100 houses at the Glebe Nunney, 50 houses in Doultling and 3 houses in Chantry. A copy of the report is attached.
- 9 **Review of Village Plan**
The Council ran through the Shopping and Social activities sections of the village plan and made several amendments which will be approved at the annual meeting 2015. Clerk to amend and email to all Councillors VW
- 10 **Finance**
10.1 Financial Statement
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 Council Insurance
The Clerk confirmed that the Parish Council Insurance was due for renewal on the 31st of May. Last year the Council agreed to a 3 year contract and so a cheque needs to be written for £1625.01 as agreed a year ago.

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10.3 Payments

The following cheques were agreed by all Councillors and duly signed:

| | |
|--|----------|
| Clerks salary (March) of which £38.80 was HMRC | £ 154.70 |
| Came & Co Insurance | £1625.01 |
| SALC & NALC membership | £ 111.35 |

11 **Annual return for the financial year ended 31st March 2014**

11.1 Internal Audit

The Clerk confirmed that the Internal audit has been completed by Adrian Mason and the Audit papers have been signed accordingly. Everything was in order and no recommendations were made.

11.2 Accounting statement

The Clerk and Cllr Smith had met and ran through the calculations in detail which were used to complete the audit papers. Councillors and the Chair also considered Section 1, the Accounting Statements. A vote was taken which was unanimously in favour of approving the statement which was then duly signed by both the Chair and the Responsible Financial officer.

11.3 The Annual Governance statement 2013/14

The Chair then read the Governance statement and completed the form with the appropriate answers as agreed by full Council. This was then signed by both the Clerk and the Chair.

12 **Website/Facebook/Twitter**

12.1 Website

Mr Dixon confirmed that the website is coming together nicely and now includes a Google calendar showing forthcoming events. It was agreed that the Parish Council would like to have a page which will show the agreed minutes from Parish Council meetings (Clerk to email) and other items of interest, news and pictures.

VW

12.2 Facebook & Twitter – Await further information from SALC before progressing further.

13 **Highway Issues:**

Mr Dave Grabham of Somerset County Council Highways department had emailed to say that the speed indicator device (SID) would be installed at the junction of A361 with Piers Road on 30th June and 3rd November. Waterlip 28th July and 1st December.

He also asked for an indication as to whether the Parish Council would consider administering the SID within the community.

The Clerk to reply to Mr Dave Grabham stating that the Parish Council is happy with the times proposed and that the Council expresses an interest in administering the SIDs and would be happy to attend any meetings as required. The Clerk will contact the Parish Council Insurance Suppliers, Came and Co regarding any additional charge for providing cover of the SID device.

VW

Highways –Notices have been received as follows:

Withywood Lane, West Cranmore will be closed 02/06/14 for 5 days for drainage works.
Horn Street, Wanstrow will be closed 14/04/14 for 5 nights excluding weekend for resurfacing works Cllr Mitchell will place a copy of the notices on the notice board.

KM

Reports have been received regarding mud on the road at the entrance to Martins Paddock. This has been reported to Highways.

14 **Councillors' Reports**

- 14.1 Footpaths: SM4/24 – A fault notification was received from Somerset Highways notifying us that the signage for the abovementioned footpath is missing letters and pointing the way. This should be dealt with in due course.

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14.2 Speed Watch – The Chair confirmed that a session took place last month which picked up speeders in Tansey. The next session will take place in the Village and the next one after being held in Dean.

14.3 SALC – Nothing has been received.

14.4 Quarry – Nothing to report.

15 **Meetings attended**

An invitation to the Clerk has been received to attend the Frome Town Councils Annual Council Meeting taking place on Wednesday the 21st May 2014 at 7pm

16 **Correspondence**

Online Playgrounds brochure – passed to AC for Jill's Close.

16 **Any other business**

- Clerk to contact Chris Brown regarding cutting the Banana. Remind him to list number of cuts. Review contract and bring to next meeting.
- Notify Council regarding cutting highway
- Flooding at Crane Cottage. Clerk to chase Dan Martin ASAP

VW
Ag
VW
VW

17 **Date & Time of next meeting**

Monday 9th June 2014 at 7.30pm

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

Signed _____ Dated: _____