

# 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> September 2014 AT 7.30PM

**Present** Cllr Grant Bolton (GB, Chair), Cllr Jacqui Gallo (JG), Cllr Mark Snelson (MS). Cllr Christine Smith (CS) for part of the meeting. District Cllr Gloria Cawood.

**Also present**  
**In Attendance** Vickie Watts (VW; Clerk) and 3 members of the public.

1 **Apologies for Absence**

Cllr Ann Crowcombe and Cllr Karen Mitchell had sent apologies which were duly accepted by the Chair.

2 **Declarations of Interest & Dispensations**

Cllr Jacqui Gallo declared an interest in Agenda item 6.1, 2 & 3 Quarry Way Business Park, Waterlip).

3 **Agreement of Minutes of Meetings held on 11<sup>th</sup> August 2014 & matters arising**

The minutes had been distributed to all Councillors and were agreed as accurate records of the meeting, which were then duly signed by the Chair.

All of the actions mentioned in the minutes dated the 11<sup>th</sup> August were completed and will be covered within this meeting apart from:

- GB to email photos of the protected trees at the Cricket Field which need attention. GB
- GB & MS to install the litter bin on Piers Road this Thursday. GB/MS

4 **Meeting Opened to the Public**

It was suggested that the Clerk should contact the Village Hall Committee to see if they have a copy of the Village Hall deeds or if they are safely stored with a solicitor or bank. All the Deeds including Jill's Close, Cricket Field etc. should be stored with a solicitor. Clerk to investigate with Lloyds Bank to ensure all are held at the Wells branch. It was agreed that it would be a good idea if a copy of all documents could also be sent to Land registry for inclusion on the website and record. VW  
VW

It was asked where the original Cricket Field deeds were – this is not known, which is why the copy produced refers to the fact they are lost. It was said that they may be in the attic of the Village Hall. It was agreed that the 27/09/14 may be a good date to gather some volunteers to clear the Village hall attic and assess what is important and needs to be held in archive. GB to confirm date and time. GB  
ALL

It was asked when the low branches on the protected trees at the Cricket Field would be cut back. GB confirmed that he would forward photos of the said trees to the Clerk so that she can then liaise with Bo Walsh as to what we need to do. VW

It was suggested that the Clerk should invite Western Power to come and look at the protected trees in Cricket Field as there are concerns that with Winter in the near future they may cause problems. VW

***Cllr Smith arrived 19.50pm***

The Chair decided to take the agenda out of order to deal with Planning next.

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## 5 Planning

***Cllr Gallo left the Councillors and joined the members of the public.***

- 5.1 2014/1543/APP – Quarry Way Business Park, Waterlip  
Approval of details reserved by conditions 3 (Materials), 4 (Access), 6 (Protective fencing and 8 (lighting) on planning permission 2013/2208/FUL  
Clerk explained that the Parish Council should not have been notified as a Consultee for this application. This was an error of the Planning Department.
- 5.2 2014/1668/FUL - Quarry Way Business Park, Waterlip  
Erection of two general industrial units (B2 Use) with access and parking  
All Councillors had considered the plans for the above mentioned application. Members of the public put forward their concerns and after much deliberation it was proposed by Cllr Bolton that the application be refused on the basis that:
1. Planning application question 20, Hours of Opening states 6.00 to 19.00 hours for Monday to Friday and 16.00 to 13.00 hours for Saturday. One would assume that the Saturday times are a typing error but it needs amending.
  2. There are numerous operating licenses on the site. We would ask if these could be rescinded and blanket operating times introduced for the whole site. We would suggest a timescale of Mon-Fri 6.00- 19.00 and Sat 6.00 - 13.00.
  3. Planning application question 3, asks has the work begun. The Applicant has said No but we suspect that this is incorrect and this should say Yes.
  4. Should this in fact be a Retrospective planning application? We strongly suspect that units are already installed and are two storeys high with air conditioning units on the third level. We have reason to believe that the air conditioning has been tested / is working. If this is not to be considered as a Retrospective application is the Applicant going to remove the existing buildings from the site location?
  5. Planning application question 13, Bio Diversity and Geological observations, the Applicant has answered No to all three question when he should have answered Yes. This is very close to a County wildlife site, which was protected as it contained rare species of flowers and is also well known as a feeding ground for the great crested newt.
  6. It is essential that Dave Woodridge attends the site to see that in fact work has already commenced on Units 1 & 2 and that NO protective fence has been erected, which was a previous condition prior to any work taking place.
  7. The planning permission plans show parking bays are intended to be situated above the Protected Tree root systems, which is a concern.
  8. It is essential that all surface water run-offs from the site and parking areas do not contaminate the protected pond.

This was seconded by Cllr Smith. A vote was taken which was unanimously in favour of recommending refusal on the above grounds.

3 For; 0 Against & 0 Abstain

- 5.3 2014/1667/FUL - Quarry Way Business Park, Waterlip  
Erection of two general industrial units (B2 Use)  
All Councillors had considered the plans for the above mentioned application. After discussion it was proposed by Cllr Snelson that the application be approved subject to stringent conditions to cover the following concerns:

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1. Hours of Opening should be 6.00 to 19.00 hours for Monday to Friday and 6.00 to 13.00 hours for Saturday with no opening on a Sunday and Bank Holidays. As mentioned before there are numerous operating licenses on the site. We would ask if these could be rescinded and blanket operating times introduced for the whole site. We would suggest a timescale of Mon-Fri 6.00- 19.00 and Sat 6.00 - 13.00.
2. Planning application question 13, Bio Diversity and Geological observations, the Applicant has answered No to all three question when he should have answered Yes. This is very close to a County wildlife site, which was protected as it contained rare species of flowers and is also well known as a feeding ground for the great crested newt.
3. There are concerns about light and noise pollution however NO lighting report has been provided with the application. We think consideration should be given to this matter.

This was seconded by Cllr Bolton. A vote was taken which was unanimously in favour of recommending approval subject to stringent conditions to cover the abovementioned concerns.

***Cllr Smith left 20.53hr***

***Cllr Gallo re -joined the Councillors***

The Clerk will draft a response to both application for the Planning office and circulate to all Councillors prior to submitting to Mendip District Planning Office.

VW

## **6 District Councillor Cawoods Report**

Councillor Cawoods report had been circulated to all Councillors prior to the meeting. A copy of which can be found filed with the minutes. She had nothing further to add.

## **7 Planning updates**

7.1 2014/0884/HSE – New single storey double garage and 3 no roof lights  
Dallimore Lodge, 53 Dean Shepton Mallet, BA4 4SA  
Approved with conditions.

7.2 2014/0339/FUL – Conversion of building to a residential dwelling  
Building South East of 55 Dallimore Lane, Dean, Shepton Mallet  
Approval with conditions

7.3 2014/1036/OTA – Land SE of Mullins, Tansey, Cranmore  
An email was sent to Cranmore Parish Council of correspondence between Cllr Gloria Cawood and James U'Dell stating that he will be recommending that the application be refused as it is outside the settlement limit boundary and in an unsustainable location. The recommendation would be consistent with the Appeal decision at Martins Paddock Cranmore where 2 dwellings were refused.

## **8 PCSO report, County & District Reports**

8.1 PCSO report  
No report was received.

8.2 County Councillors report  
No report had been received from County Cllr Philip Ham.

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- 9 Cricket field**  
Adjourn til next month. Agenda
- 10 Quarry Way Planning Applications**  
There was nothing to add further to the discussions during the abovementioned planning applications other than to say that the Clerk will contact Mr Woodridge to see if he has made a site visit. VW
- 11 Adoption of Media Policy**  
Cllr Mitchell had re-amended the draft media policy in line with suggestions made at last month's meeting. It was proposed by Cllr Bolton that the Media Policy be adopted as circulated, which was seconded by Cllr Snelson. A vote was taken which was unanimously in favour of adopting the policy.  
  
3 For, 0 Against and 0 Abstained.
- 12 Review of Village Plan**  
Adjourn til next month. Agenda
- 10 Community Grants 2014**  
The existing grant application for was distributed to Councillors present. It was suggested that some amendments be made and then be circulated to all Councillors. Amend and email to all Cllrs.
- 11 Clerks Annual Review**  
It was agreed that the Chair, Cllr Snelson and the Clerk will meet on Thursday 11<sup>th</sup> September at 10am. GB/MS/  
VW
- 12 Speeding**  
This is still a serious problem but it was agreed that there was nothing more that could be done this month.  
  
The Chair asked whether Deano Gallo would be interested in taking on the role of Coordinator for Speedwatch. This would free Cllr Bolton up although he would still be happy to participate in the Speedwatch sessions when able. Cllr Gallo said that she would ask and report back. JG
- 13 Finance**
- 13.1 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.  
It was agreed that a budget review would be completed at the October meeting. Agenda
- 13.2 Payments**  
The following cheques were agreed by all Councillors and duly signed:
- |                                 |                        |
|---------------------------------|------------------------|
| Clerks salary July              | £156.91                |
| HMRC                            | £ 7.20 (paid by Clerk) |
| Clerk Expenses (including SLCC) | £ 71.77                |
- A vote was taken which was unanimously in favour of making the payments;  
3 For, 0 Against & 0 Abstained.
- 14 Highway Issues:**  
A pot hole has been reported near All Hallows – Cllr Bolton to notify the Highway department.

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## 15 **Jill's Close Inspection of Equipment**

Jill's Close Committee – A request has been received asking if they can arrange for the three smaller Leyland trees from behind the goal posts to be cut down by Mr Stone. All Councillors agreed that the 3 smaller trees should be removed. GB to approach Dean Pitman regarding the 2 larger trees as he had originally said that he would remove them and report back. Alan Price also said that he would approach his neighbour who may be interested in taking on the project of removing the two bigger trees if Dean is not able to undertake the project.

GB

The Clerk asked if the Jill's Close Committee made regular checks/risk assessments on the play equipment and if so whether it would be possible for the Parish Council to be given a copy to hold on file. GB to make enquiry

GB

## 16 **Councillors' Reports**

Community Group – The Hop was hugely successful.

Website is ongoing. It is proposed that a "Freecycle" type page will be introduced in the near future.

Footpaths – no report

## 17 **Meetings attended/To be attended**

22/10/14 – Quarry Liaison meeting

09/10/14 – Presentation and workshop on the proposed Shepton Mallet Health Campus.

AC

CS

## 18 **Correspondence**

18.1 WMR Accountancy – AAT Level 2 Certificate in Accounting (Foundation). The Clerk has requested financial contribution towards the total cost of the abovementioned course. It was proposed by the Clerk that the cost be split between the 3 Councils and Holcombe have already agreed to pay one third (£250). The Clerk will email all Councillors information on the course for discussions at next month's meeting. The current financial situation will need to be considered prior to a decision.

VW

Agenda

18.2 Avon & Somerset Newsletter – Passed to GB for noticeboards

GB

18.3 Mendip District Council, HELAA 2014 note for Parishes – No action required.

18.4 SWP partnership Newsletter – No action required

## 19 **Date & Time of next meeting**

13<sup>th</sup> October 2014 at 7.30pm

The meeting finished at 21.50pm

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

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