

NORTH CADBURY & YARLINGTON PARISH COUNCIL

Minutes of North Cadbury & Yarlington Parish Council (PC) Meeting held on Thursday 13th May 2010 in The Reading Room, North Cadbury Village Hall.

Present: Mr P Newth (Chairman), Mr M Hunt (Vice Chairman), Mr T Glass, Mrs P Wood, Mr H Russell, Mrs E Carter and Mrs M Masters.

In Attendance: Mr R Little (County Councillor), Mr J Crossley (District Councillor), the Clerk and two members of the public.

1. **Apologies:** Mrs J Montgomery, Mr K Northover, Mrs C Yates, Mr H Hobhouse (District Councillor), the Police Community Support Officer (PCSO) and Mrs S Fone.
2. **Minutes of the Previous Meeting** would be agreed at the next meeting once the Clerk had circulated them to all councillors.
3. **Police Community Support Officer Report:** Not present.
4. **Declarations of Interest:** None.
5. **Comments from the Public:** Mr R Russell, Chairman North Cadbury Village Hall, had received a copy of the Playing Field Inspection Report and wished to discuss how maintenance of the playing field equipment was funded. The copy of the Village Hall's Standing Order (SO) for such maintenance was dated 2006 and he asked the PC if it was extant. The PC agreed to investigate this matter further as they were currently reviewing the procedure for the payment of the churchyard maintenance grants, which was administered under a similar agreement.
Mr Newth stated that it was the PC's intention to take on the role that South Somerset District Council (SSDC) used to carry out with regard to the funding of the maintenance of Playground Equipment and Playing Fields. The Clerk agreed to include this matter on the Agenda for discussion at the next meeting.
6. **County and District Matters:** Mr Little (County Councillor) had nothing to report.
Mr Crossley (District Councillor) informed the PC that the Area East Planning Committee were having difficulties in considering the large number of delegated decisions which at present were being dealt with by Mr Hobhouse (District Councillor) and himself. When a planning application was delegated, they had to decide whether to go against the Planning Officer's decision, which would mean the application would be put forward to Area East for consideration by its twelve members. The Planning Policy, by which Planning Officers had to adhere to, was a not very flexible blanket policy. This proved difficult when considering applications from a rural area; Area East then had the opportunity and flexibility to review the decision. The Chairman stated that the PC's responsibility in the planning process was to pass on the local view to the Planning Authority. The application of Planning Law and Policy was a matter for the Planning Authority.
7. **Review of Assets Register:** The Clerk agreed to clarify ownership and maintenance of the speed limit and village signs with Somerset Highways. It was also agreed that the gift of a gavel from the departing Chairman, Mr Crewdson, should be included on the Assets Register.
8. **Future Meetings:**
 - a) Area East Community Forum – 25th May 2010. No volunteers.
 - b) SALC Meeting – 7th June 2010. Chairman to attend.
 - c) Briefings on Changes to the Maintenance of Public Rights of Way in Somerset - 7th June 2010. Mr Hunt, Mrs Masters and Mrs Fone to attend.
 - d) Waste Strategy Workshops – 14th and 19th May 2010. No Volunteers. Mr Crossley confirmed that plastic and cardboard included in the household recycling collections from November 2010.
9. **Matters Arising:**

a) Allotments. The Chairman reported that a Provisional Constitution for the Allotments Association and Agreement between the Allotment Holders and the Association had been produced. Mr Archie Montgomery had issued a licence to the PC allowing the allotments to be taken into use. A surveyor living in the Parish who had kindly given his service without charge would set out the allotments. It was agreed that the allotments could be taken into use as soon as prospective holders had signed the agreements and paid the first quarter's rent. After a year's operation of the allotments the PC would review the Constitution and approve any changes in their capacity as Landlord. The allotments would be administered by the Allotment Association and would include one member of the PC. The Association would produce an annual report for the PC. Mrs Wood agreed to be the PC representative on the Allotment Association Committee. The Parish Council Account would act as "banker" for the Allotments Association to avoid the necessity for a further bank account and bank charges.

b) Conservation Area Review. Mr Hunt reported there had been no further correspondence with Mr Tucker, South Somerset District Council's (SSDC) Conservation Officer. [*Mr Hunt has since spoken with Mr Tucker who has supplied the PC with a map outlining the possible extensions to the conservation area.*]

c) Changes to the Maintenance of Public Rights of Way in Somerset. The Chairman reported that the PC had received confirmation that Rights of Way matters in Somerset had been divided into seven groups, which did not follow District boundaries, however they were sensible divisions. The Parish was in Group 4 and sadly no longer had Peter Keenlyside as its Area Warden but would have Eve Wynn who knew the area. Briefings would be held over the next month and Mr Hunt, Mrs Masters and Mrs Fone agreed to attend the briefing on 7th June 2010. The Chairman thought that after the briefings it would be useful if they put forward their recommendations for the PC's responsibilities in the future maintenance of public rights of way, especially as resources from Somerset County Council (SCC) would be less than in the past and the PC would mainly be relying upon volunteers. Mr Crossly advised that the rights of way in Area West, which were already maintained under the new procedures, had reported no reduction in service.

10. Reports on Meetings: None attended. The Clerk had forwarded the minutes received from the Area East AGM.

11. Matters Arising from North Cadbury and Yarlington Annual Meetings:

a) Yarlington Annual Meeting. The Chairman reported that he had received a comprehensive report from Mr D Handley, Treasurer Yarlington Village Hall Committee, on the future of the hall, which was an ongoing consideration and had been discussed at the Annual Meeting. The decision taken by the Committee was to carry out a partial refurbishment to keep the present building in a usable condition. This would enable them to carry out simple events without contravening health and safety regulations, as without a functioning village hall it would be difficult to raise funds for a new one. Mr Handley's report advised the PC that it would cost £70,000 to fully refurbish the hall, whereas a new hall would cost £100,000, however, the Chairman believed it might cost at least double this amount. As the hall was in such a dreadful condition, the Chairman did not believe that full refurbishment was necessarily a wise decision and proposed that a working party be set up to work with the Village Hall Committee to look at the matter in greater detail. Due to Mr Glass's and Mr Russell's prior experience in these matters, the Chairman asked if they would form the working party to find out the best way forward prior to committing funds and agreeing to the Committee's request for a grant, to which they agreed and would report at the next meeting.

The other matters discussed were the state of the roads and the dangerous road junction at the A371. Many potholes had been filled in and the higher priority "C" roads had been resurfaced, however, the roads leading off had not yet been done and continued to be in a dreadful condition. No action had been taken following the PC's letter to Highways regarding the dangerous junction at the A371 in Pitcombe and there had been more accidents in the year. As this junction was in the Pitcombe Parish, the Chairman asked Mrs Masters to draft a letter for the Clerk to send to Pitcombe Parish Council asking for their assistance in this matter.

Yarlington had set up its own Website which was in its embryo stage but should be linked to the Parish Website shortly.

b) North Cadbury. The Chairman reported that parking continued to be a major issue in North Cadbury during school hours and especially at drop-off and collection times. The PC agreed to reconsider the matter.

12. Somerset Minerals Core Strategy: The Chairman asked Mr Little if the PC was required to respond to the Strategy. Mr Little advised that although it was an interesting subject, it was not a priority matter for North Cadbury. *(Mr Little and Mr Crossley left the meeting at 9.10pm)*

13. Planning:

a) Received:

PA No.	Details of application	P.C. Comments
10/00991/FUL (Retrospective)	Applegarth, Middle St, Galhampton – Alterations to vehicular access	Recommend Refusal
10/01039/FUL	Stoneleigh, Cary Rd, NC – Erection of a 2 storey extension, single storey garage and lean-to conservatory	Recommend Plans be amended
10/01379/FUL (revised)	Chapel Farm, Long St, Galhampton – Alterations and conversion of existing barn into dwelling.	Support
10/01682/FUL	1, Long St, Galhampton – Erection of a single storey rear extension.	Support
10/01031/FUL (Retrospective)	Stags Head Inn, Yarlinton – Replacement of 1 st floor window with double doors and use of roof terrace as for residential use and the installation of a concrete fire escape footbridge	Support

b) Decisions:

P.A. No.	Details of application	Area East decision
10/00688/FUL	Manor Farm, Woolston Rd, NC – Erection of an extension to cheese storage bldg	Granted
10/00487/FUL	Cashel Elms House, High Rd, NC – Demolition of garage and erection of single storey extension	Granted

14. Finance and Accounts:

- a) Transaction Report and Budget Statement for the period 12th March 2010 to 13th May 2010 were distributed.
- b) Approval of items of expenditure not previously authorised was given unanimously.
- c) Statement of Accounts for the year ended 31st March 2010 were formally approved and signed.
- d) The Audit Statement for the year ended 31st March 2010 was completed and signed.
- e) Mrs Jean Wade carried out the Internal Audit and the Audit Form was completed.
- f) The Chairman advised the PC that he had received a request from Rosemary Heath-Coleman, Event Organiser of the “Camel Palooza” Family Fun day in Queen Camel, for a contribution towards this event. The PC agreed that, although they had contributed last year, they did not want it to become an annual contribution. The Chairman asked the Clerk to write to Mrs Heath-Coleman advising her that all requests for grants were collated and reviewed at the end of the financial year at the March PC Meeting.
- g) Yarlinton Village Hall request for refurbishment grant was discussed at item 11.a.
- h) The PC approved the payment of £1557.10 to North Cadbury Village Hall for the Playing Field Maintenance Expenses.
- i) The PC approved the payment of £262.50 to Came and Company to renew the PC Insurance Policy.

15. Items of Report and Future Business:

- a) The Chairman requested that an informal meeting be arranged to discuss his letter sent to all Councillors regarding the structure and frequency of future PC meetings. He was keen to avoid lengthy

meetings and wished to give each agenda item proper consideration and debate. The date of Tuesday 18th May, 1.30pm in The Reading Room, North Cadbury Village Hall was agreed.

b) The Chairman suggested that proper consideration be given to a lengthy document received from SALC regarding PC's Standing Orders. He believed that it would be a useful exercise to go through the document and asked the Clerk to send him the PC's current SO's.

c) It was agreed that the Clerk should advertise the vacancy on the PC on the parish notice boards. Mrs E Carter advised that she was considering retiring from the PC and would probably not stand for re-election next year. Mr Hunt asked if it would be possible to increase the number of councillors on the PC. The Chairman agreed to ask SSDC.

There being no further business the meeting closed at 9.40pm.

SIGNED..... DATED.....

NORTH CADBURY & YARLINGTON PARISH COUNCIL

ACTION SHEET

Relating to the meeting held on 13th May 2010

ITEM NO.	ACTION AGREED	BY WHOM	DEADLINE
5.	To review the PC's Standing Orders and include this matter on the Agenda for the next meeting	Hamish / Clerk	1 July 10
7.	Confirm ownership and maintenance of speed limit signs and put gavel on Assets Register	Clerk	Done
9.c	Put forward recommendations for the PC's responsibilities in the future maintenance of public rights of way	Malcolm / Marlene / Susan	ASAP
11.a	Set up Working Party to work with the Yarlinton VH Committee on the possible replacement / refurbishment of the hall	Terry / Hamish	ASAP
11.a	Draft a letter for the Clerk to send to Pitcombe Parish Council asking for their assistance in the matter of the Pitcombe junction	Marlene / Clerk	ASAP
15.c	Advertise PC Vacancy	Clerk	Done

