

***Minutes start on a new page, and run in the order December to January***

**MINUTES OF THE MEETING OF BUTLEIGH PARISH COUNCIL HELD ON TUESDAY 4th DECEMBER 2012 IN THE CHURCH ROOM, BUTLEIGH.**

**PARISH COUNCILLORS PRESENT :** A Carr, (Chairman). K Otton, D Sharland. R Burdett, M Hoyle. A Brown at 7.51p.m.

**APOLOGIES:** T Hoyle, T Dodkin, Cllr K Maddock.

**OTHERS PRESENT :** N Woolcombe- Adams(MDC), D Heeley, Mr & Mrs G de Wilton.  
**STATEMENTS FROM THE PUBLIC :** D Heeley- Concerned at speed of traffic through the village and parking on the pavement - suggested speed bumps. The High Street narrows from The Old Post Office to The Ladies Walk - suggested yellow zig zag lines to stop parking outside the 2 terrace houses.  
Baltonsborough Road - suggested a pavement.

**STATEMENT OF DECLARATIONS OF INTEREST :** **The Chairman reminded Councillors of the need to make and to have recorded any Declarations of Interest made in accordance with the Local Authorities Model Code of Conduct Order adopted on 7th August 2012. (Based on District/ County Model ) (Chapter 7 of the Localism Act 2011).**  
A Carr- Personal Interest in Butleigh Church & Mendip Community Transport.

**URGENT BUSINESS :** None

**MINUTES OF THE MEETING HELD ON 6th November 2012,** having been circulated, were signed as a true and correct record. Proposed A Carr, seconded R Burdett, all in favour.

**MATTERS ARISING :** None

**PLANNING: 2012/2540** 21 Holm Oaks - Proposed single storey rear extension to form new kitchen. Recommend Approval. Proposed A Carr, Seconded M Hoyle. All in favour.  
2012/2482 Clematis Cottage, Water Lane- Proposed felling/ works to trees in a Conservation Area. Recommend Approval. Proposed A Carr, Seconded R Burdett. All in favour.  
2012/2781 White Shutters, High Street Proposed pruning of a tree in a Conservation Area. Recommend Approval Proposed A Carr, Seconded K Otton. All in favour.  
2012/2822 Applecross, Water Lane - Proposed felling of two trees and pruning of three trees in a Conservation Area. Recommend Leave to Planning Officer Proposed A Carr, Seconded R Burdett. All in Favour.  
2012/2808 The Ladies Walk- Proposed felling of/ works to trees in a Conservation Area. Recommend Leave to Planning Officer. Proposed A Carr, Seconded D Sharland. All in Favour.  
Decisions: 2012/2390 New Court, Water Lane - Proposed pruning of Silver Birch and felling of a Thuja in a Conservation Area- Approved  
2012/2316 Land adjacent The Sweets, Chapel Lane- Demolition of existing outbuildings and erection of new dwelling and garage and formation of access- Approved  
2011/2460 2 Rood Cottages- Retention of converted building for use as holiday let. Approved by The Planning Inspectorate on Appeal.

**MENDIP DRAFT LOCAL PLAN :** Councillors to consider Local Plan and submit objections if necessary.

A Carr summarised main features to village 1. Affordable housing element to new developments is proposed to be 30%. 2. Smaller houses are more favoured than larger. 3.16 planning approvals have yet to be built and a further 29 could be built until 2028. 4. There is a presumption to approve sustainable development proposals. 5. Development in the open countryside will be strictly controlled in the Local Plan. 6. Butleigh is classed as a Primary Village.

**FINANCE : CURRENT AC**

BALANCE                   £   3715.90

-Valley Sawmills   £    347.52

-SALC                   £    120.00

+SCC Grant           £  2700.00

+Kirk Donation     £     25.00

-Poppy Appeal       £     50.00

Balance               £   5923.38

**BR AC**

BALANCE   £13018.93

Balance       £13018.93

Proposed M Hoyle, seconded R Burdett, all in favour.

**FINANCIAL APPROVALS :** Resolutions to approve the following expenditure : £60 Butleigh Landscaping October Village Green Maintenance. Proposed A Carr, Seconded M Hoyle, All in favour

£60 Butleigh Landscaping November Village Green Maintenance. Proposed A Carr. Seconded A Brown. All in favour.

£50 Donation to British Legion. Proposed A Brown. Seconded R Burdett. All in favour.

**PREPARATION OF PRECEPT FOR 2013/14:** The list was discussed and the final document will be ready for the January meeting.

**UPDATE ON COUNTY COUNCIL WARD MEMBERS BID:** 4 footpath gates to be installed- 2 Bristol gates and 2 pedestrian gates plus one kissing gate to be relocated from Barton Rod to the path opposite the Hood Monument on Reynalds Way. SCC have contributed 2 additional gates and will pay the cost of the contractor to do other work. Playing Fields to request money for Holm Oaks Play Area.

**UPDATE ON SOLAR PARK FUNDS :** Payment of £1900 towards the War Memorial repairs have been made in 2012.

The next step is to plan for a distribution in 2013 as the funds available from April 2013 will be £3100. A small working party with one councillor and 2 villagers is to be formed. Applications will be invited in Feb/ March 2013 on the basis of an agreed criteria.

**JUBILEE MEMORIAL:** A Brown reported that £150 is left over from the Diamond Jubilee Funds. Suggest to give the money to the Parochial Church Council to put towards a carved memorial on the felled Wellingtonia in the churchyard. This was agreed.

**CORRESPONDENCE: None**

**LEAD COUNCILLORS REPORTS :** A Brown : Compton Street still to be done. Bad potholes in Sub Road have been done. Salt to be collected. Bolster Lane, below Green Pits - side of road undermining. Wootton House- top layer of tarmac lifting. K Otton -: Sides of road at bottom of Cedar Avenue subsiding due to a recently dug Solar Park trench falling in causing erosion on the other side due to vehicles avoiding the trench subsidence.

**WARD COUNCILLORS REPORT :** Mendip budget almost balancing. Concerns that the government grants may be reduced by another 28%.

The Local Plan is currently the main topic.

A. Carr lobbied the District Councillor to support the appropriate distribution of the Central Government Grant to the Parish Council. This is at the discretion of Mendip District Council and we will be notified in January.

The meeting closed at 9 p.m.

The next meeting 29th January 2013.

Chairman  
29th January 2013.

**MINUTES OF THE MEETING OF BUTLEIGH PARISH COUNCIL HELD ON TUESDAY 6th November 2012 IN THE CHURCH ROOM, BUTLEIGH.**

**PARISH COUNCILLORS PRESENT : A Carr, (Chairman). K Otton, T Hoyle, M Hoyle, T Dodkin. D Sharland. R Burdett**

**APOLOGIES : A Brown**

**OTHERS PRESENT : Mr D Heeley, Mrs S Otton, Mr & Mrs Holland, Mr & Mrs Le Cocq, Mrs M Brunt.**

**STATEMENTS FROM THE PUBLIC : D Heeley:** submitted information with regard to the Church finances.

D Heeley : Strong case for a pavement down Baltonsborough Road as it is heavily used for parking during school times and safety is of concern.

**STATEMENT OF DECLARATIONS OF INTEREST : The Chairman reminded Councillors of the need to make and to have recorded any Declarations of Interest made in accordance with the Local Authorities Model Code of Conduct Order adopted on 7th August 2012. (Based on District/ County Model ) (Chapter 7 of the Localism Act 2011).**

A Carr Personal Interest in the Church and the Cricket Club.

T & M Hoyle Personal Interest in 2012/2316 The Sweets and Personal & Personal Interest in 2012/2220 Wootton Hill Farm

K Otton Personal & Disclosable Pecuniary Interests in 2012/2316 The Sweets

T Dodkin Personal & Disclosable Pecuniary Interests in 2012/2316 The Sweets & 2012/2220 Wootton Hill Farm.

**URGENT BUSINESS : None**

**MINUTES OF THE MEETING HELD ON 2nd October 2012,** having been circulated, were signed as a true and correct record. Proposed T Hoyle, seconded K Otton, all in favour.

**MATTERS ARISING : T Hoyle :** Queens Diamond Jubilee Memorial for next meeting.

**PLANNING: 2012/2316 Land adjacent The Sweets-** Demolition of existing outbuildings and erection of new dwelling and garage and formation of access. (K Otton and T Dodkin left the room for this item as disclosable pecuniary interests (DPI) were declared). Recommend Approval - Proposed A Carr, Seconded R Burdett - All in favour

**2012/2220 Wootton Hill Farm** - Internal alterations and insertion of new slit window. (T Dodkin left the room for this item as a disclosable pecuniary interest (DPI) was declared). Recommend Approval - Proposed A Carr, Seconded K Otton - All in favour

**2012/2169 West View, Sub Road** - Change of use of part of dwelling to a holiday let. Recommend Approval - Proposed T Dodkin Seconded R Burdett - All in favour.

**2012/2390 New Court, Water Lane-** Proposed pruning of a Silver Birch and felling of a Thuja in a Conservation Area. Recommend Approval - Proposed T Dodkin Seconded T Hoyle - All in favour.

**2012/2462 Perriams, 29 High Street** - Proposed works to trees in a Conservation Area. Recommend Approval - Proposed T Dodkin Seconded R Burdett - All in favour.

**Decisions : 2012/2105 Court Gardens** - Proposed works to trees in a Conservation Area- Approved

**2012/2014 Rood Farm** - Construction of manage, alter vehicle access and form new driveway and use of Dutch barn for stabling.- Approved

**2012/1385 32 High Street** - Replacement of existing single storey rear extension with a single storey and partial two storey extension

**2012/1692 21 Holm Oaks** - Proposed single storey extension (Lawful Development Certificate)- Refused

**2012/1144 Woodbine Cottage, Compton Street** - Demolition of existing lean to conservatory and replacement with one and half storey garden room with mezzanine floor - Approved

**2012/0237 3 Court Park** - Erection of dwelling house (amendment to 2010/2381) to include roof lights in the north elevation and attic windows to the east and west elevation- Approved

**FINANCE : CURRENT AC**

BALANCE	£	515.90
- BLS	£	720.00
+ TFR	£	2000.00
+ Grant	£	2835.00
+ Bank refund	£	35.00
- Hayman WM	£	950.00
Balance	£	3715.90

**BR AC**

BALANCE	£	15017.00
- TFR	£	2000.00
+Interest	£	1.93
Balance	£	13018.93

Proposed A Carr, seconded M Hoyle, all in favour.

**FINANCIAL APPROVALS :** Resolutions to approve the following expenditure :

a) £950 Hayman- War Memorial Works. Proposed R Burdett, Seconded A Carr - All in favour.

b) Valley Sawmills £347.52 Proposed A Carr Seconded M Hoyle - All in favour c)SALC £120 Training fees Proposed A Carr, Seconded T Hoyle - All in favour.

**SPEED INDICATOR DEVICES :** A Carr reported that SCC will support 2 sites for SID's at no charge. It was agreed that the 'Kingweston Road' (M38)site was to be suggested with the addition of the site at Barton Road.

**WAR MEMORIAL:** R Burdett reported that the work had been completed. A service to be held on 8th with the Arch Deacon of Wells, relatives of the named men had been invited and children from Butleigh School were to attend.

The excess money to be used to put stone down round the bottom. Proposed R Burdett, Seconded M Hoyle- All in favour

The Chairman thanked R Burdett for his involvement in this project.

**UPDATE ON COUNTY COUNCIL WARD MEMBERS BID:** Money for 2 projects has been approved. Improvements to gates/stiles on 2 public footpaths £1300 and Butleigh Playing Field Association safety matting £1400. A cheque has been received for £2700 and the projects need to be completed by the end of the year.

It was proposed by A Carr and seconded by T Dodkin and all were in favour to order the gates required.

**PRECEPT DISCUSSION REF BUTLEIGH PLAYING FIELDS ASSOCIATION AND BUTLEIGH CHURCH:** Decision on Churchyard Maintenance grant deferred until Chairman has a discussion with Churchwarden.

The Holm Oaks improvement funding is to be discussed further when their future spending is known.

**ENDORSEMENT LETTERS FOR BUTLEIGH CRICKET CLUB AND BUTLEIGH POST OFFICE:** Annual letter as per resolution dated 5th December 2006 for Post Office/ Village Shop Rate Relief agreed.

Butleigh Cricket Club have been offered to purchase the field. Chairman recommended that a letter of support from the Parish Council should be provided to assist with outside funding. Proposed A Carr, Seconded T Hoyle All in favour.

**CORRESPONDENCE:** Salt bags to be collected from Somerset Highways on 24th November.

**LEAD COUNCILLORS REPORTS :** A Carr on behalf of A Brown - St James Square requiring help to remove debris from the grill - T Hoyle, A Carr and K Otton to help. Clerk to write a letter to Highbank, Sub Road, ref overhanging vegetation. Signs for children playing in Back Town - Accept if no cost to BPC K Otton. - Compton Street in poor state. Bolster Lane subsidence.

**MATTERS OF REPORT :** Jubilee Memorial

The meeting closed at 9.32 p.m.

The next meeting 4th December 2012.

Chairman  
4th December 2012.

**MINUTES OF THE MEETING OF BUTLEIGH PARISH COUNCIL HELD ON TUESDAY 2nd October 2012 IN THE CHURCH ROOM, BUTLEIGH.**

**PARISH COUNCILLORS PRESENT :** A Carr, (Chairman). K Otton, A Brown, T Hoyle, M Hoyle, T Dodkin. D Sharland.

**APOLOGIES :** R Burdett

**OTHERS PRESENT :** Mr & Mrs G de Wilton

**STATEMENT OF DECLARATIONS OF INTEREST :** The Chairman reminded Councillors of the need to make and to have recorded any Declarations of Interest made in accordance with the Local Authorities Model Code of Conduct Order adopted on 7th August 2012. (Based on District/ County Model ) (Chapter 7 of the Localism Act 2011).

A Brown - Personal Interest -Purchase of Remembrance Day wreath, Holm Oaks Improvements and Church.

A Carr- Personal Interest - Precept- connection with Mendip Community Transport and Church.

**URGENT BUSINESS :** The naming of Adams Orchard was not favourable with Mendip District Council policy. The Chairman has challenged this and has been informed the Ward Councillor will have the final say.

**MINUTES OF THE MEETING HELD ON** 4th September 2012, having been circulated, were signed as a true and correct record. Proposed D Sharland, seconded T Dodkin, all in favour.

**MATTERS ARISING :** None

**PLANNING: 2012/2257 The Corner House, High Street - LBC -** Change bay window design. Recommend Approval. Proposed T Hoyle, seconded D Sharland, all in favour.

**Decisions : 2012/1716 4 Mounsdon Close -** Two and single storey extensions to rear of existing house- Approved

**FINANCE : CURRENT AC**

BALANCE                   £   436.98

+ Jubilee Excess £   138.92

- BLS                     £    60.00

Balance                   £   515.90

**BR AC**

BALANCE               £15017.00

Balance                 £15017.00

Proposed M Hoyle, seconded T Dodkin, all in favour.

**FINANCIAL APPROVALS : Resolutions to approve the following expenditure :**

Butleigh Landscape £60 Village Green Maintenance September. £435 Street Sweeping. £225 Footpath Maintenance= total £720 Proposed T Hoyle, Seconded D Sharland, All in favour

**RESOLUTION TO APPROVE THE PURCHASE OF A REMEMBRANCE DAY**

**WREATH £50:** Proposed A Brown, Seconded T Hoyle, All in favour

**CEDAR AVENUE TREE GUARDS:** Proposal to approve expenditure of £347.52 from funds already allocated. Proposed M Hoyle, Seconded K Otton , All in favour.

**COMMENCE PREPARATION OF PRECEPT:** The draft precept was presented by the Clerk for consideration.

**LEAD COUNCILLORS REPORTS : A Brown** - War Memorial - The 3 stages have been completed. The working group has contacted some family members of the men remembered on the memorial as the Arch Deacon will be doing a re-dedication of the War Memorial in conjunction with the Remembrance Service.

Highways - Proposed warning sign near to playing fields. Looked at suitable positions with Highways - Decision deferred until next meeting.

St James Square- meeting with Highways regarding the clearing of the stream.

**T Hoyle** - Parish Plan. The Big Lottery Fund has awarded a £2835 grant. The grant will cover the involvement of the Community Council for Somerset, printing the questionnaire and providing the final Parish Plan report. The draft has been sent to Community Council for their perusal.

**D Sharland** - Letter from Butleigh Cricket Club regarding funding for screens.

Topsoil and grass seed done on the village green. A vote of thanks was proposed.

**A Carr** - Village notice board falling off the wall. To be repaired and re-hung.

The Butleigh Hospital development is due to start in November. The development has been held up due to bats.

**MATTERS OF REPORT :** Queens Diamond Jubilee Permanent Memorial

The meeting closed at 8.45 p.m.

The next meeting 6th November 2012.

Chairman

6th November 2012.



**MINUTES OF THE MEETING OF BUTLEIGH PARISH COUNCIL HELD ON TUESDAY 4th SEPTEMBER 2012 IN THE CHURCH ROOM, BUTLEIGH.**

**PARISH COUNCILLORS PRESENT :** A Carr, (Chairman). R Burdett, T Dodkin. D Sharland.

**APOLOGIES :** K Otton, M Hoyle, T Hoyle, A Brown, Cllr K Maddock, Cllr N Woolcombe-Adams

**OTHERS PRESENT :** Mr P Bridgeman, Mr & Mrs G de Wilton, Mr B Burden, Ms H Lazenby of Clive Miller Associates, Mr J Paul, Mr R Dukes, Misses A & C Dukes, Mrs S Butler. Mr & Mrs J Holland.

**PRE QUESTIONS AND STATEMENTS :** Mr R Dukes, Spinoza, Barton Road - objecting to the planning application 2012/1811 Whitelawns, Barton Road. Ms H Lazenby on behalf of Mr R Burden, owner of Whitelawns, Barton Road - in support of the application and addressing the issues of objection. Mr P Bridgeman - update on Affordable Housing. Looking to complete in early March 2013. Mr J Paul of DB Paul on behalf of Mr & Mrs J Holland regarding a new application for a single house and garage to replace the application 2012/3191, The Sweets, Chapel Lane, previously withdrawn.

**STATEMENT OF DECLARATIONS OF INTEREST :** The Chairman reminded Councillors of the need to make and to have recorded any Declarations of Interest made in accordance with the Local Authorities Model Code of Conduct Order adopted on 7th August 2012. (Based on District/ County Model ) (Chapter 7 of the Localism Act 2011).

R Burdett, personal interest as a friend of Mr & Mrs Dukes regarding the planning application 2012/1811 at Whitelawns.

A Carr, personal interest as a friend of Mr & Mrs Dukes regarding the planning application 2012/1811 at Whitelawns.

**MINUTES OF THE MEETING HELD ON 7th August 2012,** having been circulated, were signed as a true and correct record. Proposed T Dodkin, seconded D Sharland, all in favour.

**MATTERS ARISING :** None

**PLANNING: 2012/1811 Whitelawns, Barton Road.** Erection of 2 storey extension to rear and single storey side extension. Erection of garage building. Recommend Approval with condition regarding screening. Proposed T Dodkin, Seconded D Sharland, 3 in favour, 1 against.

**2012/2014 Rood Farm.** Construction of manage, alter vehicle access and form new driveway and use of Dutch Barn for stabling. Recommend Approval. Proposed T Dodkin, Seconded R Burdett, all in favour.

**2012/2105 Court Gardens.** Proposed works to trees in Conservation Area. Recommend Leave to Planning Officer. Proposed T Dodkin, Seconded D Sharland, all in favour.

**Decisions :** - 2012/2441 Harepits Farm Cottage - Retrospective conversion and extension of agricultural building to office for Avalon Waste Management. The outside parking of a HGV associated with AWM and the change of use of part of the tennis court to open storage and

parking for AWM. Also the use of the building for carpentry workshops, associated parking and storage and the occasional routine maintenance of associated plant.- Approved

**2012/1368 17 Chapel Lane** - Two Storey side extension to existing dwelling with porch to the front elevation and installation of proprietary stainless steel insulated flue for wood burning stove to the rear.- Approved.

**2012/1792 5 Holm Oaks**- Erection of two storey extension, alterations and replacement porch and erection of new fence. Approved

**NAMING OF AFFORDABLE HOUSING DEVELOPMENT :** Mr P Bridgeman asked the Parish Council for suggestions of the name of the new development on Chapel Lane. After discussion, it was agreed to name the development Adams Orchard.

**FINANCE : CURRENT AC**

£ 890.73

**BR AC BALANCE**

BALANCE £15017.00

- D Braybon £ 432.00  
- SW D'phone £ 21.75  
- BLS £ 60.00  
+ Compensation £ 60.00

Balance £ 436.98

Balance £15017.00

Proposed T Dodkin, seconded A Carr all in favour.

**FINANCIAL APPROVALS :** Resolutions to approve the following expenditure :

a) Butleigh Landscape £60 Village Green Maintenance August. Proposed R Burdett, Seconded D Sharland, All in favour.

**CORRESPONDENCE:** None

**SCC WARD COUNCILLOR'S FINANCIAL CONTRIBUTION TO IMPROVEMENT OF HEALTH AND WELL BEING :** T Dodkin - replacing stiles with gates on public footpaths.

R Burdett and D Sharland - BPPFA refurbishment of Holm Oaks Play Area.

A Carr - Defibrillator

T Hoyle - Village Website

It was agreed to put forward the BPPFA refurbishment of the Play Area - £1400

Defibrillator £1875

Large kissing gate on footpath WS 2/40 at Higher Rockes, Bristol gate on WS 2/21 Cedar Avenue and metal kissing gate. £1300

**LEAD COUNCILLORS REPORTS :** R Burdett - Stage 1 of the War Memorial refurbishment complete and paid for by Solar Parks Ltd. Stage 2 to rake out to start soon to be paid for as stage 1.

Parish Plan : Forthcoming awareness events.

D Sharland : Top soil to be deposited in hole in ground on village green.

**MATTERS OF REPORT :**

The meeting closed at 9.25p.m.

The next meeting 2nd October 2012.

Chairman  
2nd October 2012.

**MINUTES OF THE MEETING OF BUTLEIGH PARISH COUNCIL HELD ON TUESDAY 7th AUGUST 2012 IN THE CHURCH ROOM, BUTLEIGH.**

**PARISH COUNCILLORS PRESENT :** A Carr, (Chairman). K Otton, A Brown, T Hoyle, M Hoyle, T Dodkin. D Sharland.

**APOLOGIES :** R Burdett

**OTHERS PRESENT :** Cllr N Woolcombe-Adams

**STATEMENT OF DECLARATIONS OF INTEREST :** The Chairman reminded Councillors of the need to make and to have recorded any Declarations of Interest made in accordance with the Local Authorities (Model Code of Conduct) Order 2007.

**MINUTES OF THE MEETING HELD ON 3rd July 2012,** having been circulated, were signed as a true and correct record. Proposed M Hoyle, seconded D Sharland, all in favour.

**MATTERS ARISING :** A Brown has contacted Highways with regard to the proposed 'children playing' sign in Back Town.

**PLANNING: 2012/1368 17 Chapel Lane** - Two storey side extension to existing dwelling with porch to the front elevation and installation of proprietary stainless steel insulated flue for woodburning stove to rear. Recommend Refusal. Proposed T Dodkin, seconded D Sharland 3 in favour of refusal, 4 against.

Recommend Approval T Hoyle, seconded M Hoyle. 4 in favour of approval, 3 against. The resolution to approve was carried.

**2012/1716 4 Mounsdon Close** - Two single storey extensions to rear of existing house. Recommend Approval. Proposed T Dodkin, seconded A Brown. All in favour

**2012/1385 32 High Street** - Replacement of existing single storey rear extension with a single storey and partial two storey extension. Recommend Approval. Proposed T Dodkin seconded D Sharland. All in favour

**2012/1792 5 Holm Oaks** - Erection of two storey extension, alterations and replacement porch and erection of new fence. Recommend Approval Proposed T Dodkin, seconded D Sharland 6 in favour, 1 against.

**Decisions :2012/1308 Durham Cottage, High Street.** proposed single storey extension to the rear of the property. Approved

**FINANCE : CURRENT AC**

BALANCE                   £   443.74

- Insurance           £   466.01  
- SALC                 £    20.00  
- BLS                  £   645.00  
+ TFR                 £  3000.00  
- BLS                  £     60.00  
- Moore Stephen£   162.00  
- Marquee Hire £  1200.00

Balance                 £   890.73

**BR AC**

BALANCE               £18014.82

- TFR                   £  3000.00

+ Int                   £     2.18

Balance               £15017.00

Proposed M Hoyle, seconded A Brown, all in favour.

**FINANCIAL APPROVALS :** Resolutions to approve the following expenditure :

a) £21.75 Dictaphone for Speedwatch. Proposed A Carr, seconded K Otton. All in favour.

b) £432 D Braybon Treeworks on Village Green. Proposed D Sharland, seconded A Brown. All in favour.

c) Butleigh Landscape Village Green Maintenance July £60 Proposed K Otton, seconded M Hoyle. All in favour.

**RESOLUTION TO APPROVE THE NEW CODE OF CONDUCT DATED 7TH AUGUST 2012.** Proposed K Otton, seconded T Dodkin 4 in favour, 3 abstentions.  
Approved

**RESOLUTION TO APPROVE REVISED STANDING ORDERS DATED 7TH AUGUST 2012.** Proposed K Otton, seconded D Sharland. 5 in favour, 2 abstentions.  
Approved

**HOUSING NEEDS SURVEY :** A Carr proposed that the survey needs to be postponed. Mendip District Council are in agreement with this. Seconded T Hoyle, All in favour

**LEAD COUNCILLORS REPORTS :** T Hoyle - Parish Plan, Treasure Hunt in September. Report written for Parish Magazine. Lottery grant application submitted. Looking at a website.

M Hoyle - Trees completed on village green.

A Brown - Highways - directions signs have been painted.

**VISITING COUNCILLORS REPORTS:** N Woolcombe-Adams reported that they have taken on 9 young apprentices to train and move round departments for work experience. New Homes Bonus. Money from central government to local councils related to the number of new homes built and council tax generated. MDC are looking to have some heritage projects that will produce an income or asset for the future. Parishes to be asked for suggestions for projects and seek help for funding or match funding. All Mendip Councillors will have £2000 to spend within their wards on worthwhile projects, to be spent in the next 3 years

**MATTERS OF REPORT :**

The meeting closed at 9.28 p.m.

The next meeting 4th September 2012.

Chairman  
4th September 2012.

**MINUTES OF THE MEETING OF BUTLEIGH PARISH COUNCIL HELD ON TUESDAY 3rd JULY 2012 IN THE CHURCH ROOM, BUTLEIGH.**

**PARISH COUNCILLORS PRESENT :** A Carr, (Chairman). R Burdett, T Hoyle, M Hoyle, T Dodkin. D Sharland.

**APOLOGIES :** A Brown, Cllr K Maddock, K Otton,

**OTHERS PRESENT :**

**STATEMENT OF DECLARATIONS OF PECUNIARY AND NON PECUNIARY INTERESTS :** The Chairman reminded Councillors of the need to make and to have recorded any Declarations of Interest made in accordance with the Local Authorities (Model Code of Conduct) Order 2007.

D Sharland - Pecuniary Interest in planning application 2012/2441

**URGENT BUSINESS :**

**MINUTES OF THE MEETING HELD ON 29th May 2012**, having been circulated, were signed as a true and correct record. Proposed R Burdett, seconded M Hoyle, all in favour.

**MATTERS ARISING :** None

**PLANNING:** 2012/2441 Harepits Farm Cottage - Retrospective conversion and extension of agricultural building to office for Avalon Waste Management. The outside parking of a HGV associated with AWM and the change of use of part of the tennis court to open storage and parking for AWM. Also the use of the building for carpentry workshops, associated parking and storage and the occasional routine maintenance of associated plant. Recommend Approval. Proposed T Dodkin Seconded T Hoyle, All in favour.

**2012/1231** The Laurels, High Street - proposed pruning of 2 trees in a conservation area. Recommend Leave to Planning Officer. Proposed T Dodkin, Seconded D Sharland. All in favour.

**2012/1308** Durham Cottage, High Street - Propose single storey extension to the rear of the property. Recommend Approval. Proposed T Dodkin. Seconded R Burdett. All in favour

**2012/1144** 1 Compton Street- Demolition of existing lean-to conservatory and replacement with one and a half storey garden room with mezzanine floor. Recommend Approval.

Proposed T Dodkin. Seconded R Burdett. All in favour.

**Withdrawn :** 2011/3191 land adjacent The Sweets, Chapel Lane - Outline application for the erection of 2 dwellings.

**Decisions:** 2012/1231 The Laurels, High Street - Proposed pruning of two trees in Conservation Area- Approved.

**2012/0872** Dower House Cottage, Wood Lane- Proposed two storey extension to existing dwelling- Approved

R Burdett has spoken to the Housing Needs Officer, Nina Richards regarding the 2008 Housing Needs Survey. She has proposed that a letter/ questionnaire is sent out at MDC expense with possible additional questions to suit the parish. It was agreed that the Housing Needs Survey is to be updated. Proposed D Sharland, Seconded R Burdett. All in favour.

**COMMUNITY LED PLANNING: T Hoyle reported** - Current activity- working on questionnaire and feasibility of village website. Walking Treasure Hunt on 8th September round the village.

Grant application to be submitted in order to remunerate the Community Council for Somerset for their help in the Community Plan which includes the survey, hosting a website and printing the final report. Next meeting of the working party 18th September when the draft of the questionnaire will be discussed and finalised.

**ALLOTMENTS : A Carr reported** - Linked to possible future development in the village there may be the opportunity to obtain a small area of land for allotments. Plans of alternative sites were inspected.

**WAR MEMORIAL : R Burdett reported** - 3 blocks of work £950 per block. Unlikely to touch the carving. £1010.46 on deposit. Solar Power Generation have agreed in principle to pay for 2 of the blocks of work. It was proposed by R Burdett that the work commences and the first two blocks will be funded by Solar Park Generation and the third block of work is funded by the Parish Council. Seconded T Dodkin. All in favour.

**CHILDREN PLAYING SIGN ON BACK TOWN : R Burdett reported** - he would talk to the Butleigh Playing Fields Association Committee regarding the provision and funding of a children playing sign on Back Town.

**FINANCE : CURRENT AC**

BALANCE                   £ 1522.19

- Jubilee                 £ 750.00
- Braybon- trees     £ 456.00
- Chairman Exs       £ 83.91
- + War Memorial       £ 211.46

Balance                   £ 443.74

**BR AC**

BALANCE       £18014.82

Balance               £18014.82

Proposed M Hoyle, seconded T Dodkin, all in favour.

**FINANCIAL APPROVALS :** Resolutions to approve the following expenditure

- a) Butleigh Landscape- Village Green May £60, Street Sweeping £ 360.00, Footpaths £225= Total £645 Proposed A Carr. Seconded R Burdett All in favour
- b) Butleigh Landscape -Village Green June £60 Proposed A Carr. Seconded M Hoyle All in favour
- c) Moore Stephens- Audit Fee £162 Proposed T Hoyle, Seconded T Dodkin. All in favour
- d)B&B Marquees £1200 Proposed D Sharland. Seconded R Burdett. All in favour.

**BANK SIGNATURE RESOLUTION:** It was resolved that M Hoyle is added to the authorised signatures for the bank accounts with National Westminster Bank. The Chairman signed the mandate.

**CORRESPONDENCE :** Mendip Strimmer Project.

**CODE OF CONDUCT UPDATE: A Carr reported:** Changes occurred on the 1st July and Model Standing Orders will be drafted by SALC and MDC and will need to be adopted as soon as possible afterwards.

**LEAD COUNCILLORS REPORTS :** None

**MATTERS OF REPORT :** None

The meeting closed at 9.15 p.m.

The next meeting 7th August or 4th September 2012.

Chairman

7th August 2012.

4th September 2012



**MINUTES OF THE MEETING OF BUTLEIGH PARISH COUNCIL HELD ON TUESDAY 29th May 2012 IN THE CHURCH ROOM, BUTLEIGH.**

**PARISH COUNCILLORS PRESENT :** A Carr, (Chairman). A Brown, R Burdett, T Hoyle, M Hoyle, T Dodkin. D Sharland.

**APOLOGIES :** K Otton

**OTHERS PRESENT :** Cllr N Woolcombe-Adams

**STATEMENT OF DECLARATIONS OF INTEREST :** The Chairman reminded Councillors of the need to make and to have recorded any Declarations of Interest made in accordance with the Local Authorities (Model Code of Conduct) Order 2007.

A Brown and A Carr personal interest regarding request for a contribution for funding to fell the Wellingtonia tree in the churchyard.

**PLANNING: 2012/0702 Rood Farm** - Demolish existing workshop, erection of stables, menage, alter vehicular access. Recommend Approval with conditions, no commercial use, legal diversion and improvement of the footpath WS2/37 to accommodate the development. Proposed T Dodkin, Seconded M Hoyle 5 in favour 2 against.

Decisions : **2011/3013 2 Rood Cottages** : Application for a lawful development certificate for the proposed use of 2 buildings as ancillary residential accommodation to the host dwelling and proposed solar panel to unit 2- Approved

**2012/0802 Butleigh Church:** Proposed felling of Wellingtonia- Approved

**URGENT BUSINESS :** None

**MINUTES OF THE MEETING HELD ON 1st May 2012,** having been circulated, were signed as a true and correct record. Proposed A Brown, seconded T Dodkin, all in favour.

**MATTERS ARISING :** None

**COMMUNITY LED PLANNING :** T Hoyle reported 2 meetings have been held with a number of those who offered to help in their APM questionnaires. There was enthusiasm for the project particularly from the younger family element in the village. Awareness raising events are planned for September and preparation of the main questionnaire was proceeding. A draft application for funding has been passed to the Community Council for Somerset

The next working group meeting is on Monday 2<sup>nd</sup> July at 8pm in the Rose & Portcullis.

**SOLAR PARK FINANCIAL CONTRIBUTIONS.** It was agreed that A Carr would be the lead councillor for the solar park contributions. Solicitor to be found.

**WAR MEMORIAL:** R Burdett reported : Has met with the Principle Conservation Officer and the contractor. Contractor to come back with a revised specification and also provide a detailed work schedule and invoice schedule. Application has been made to the War Memorial Trust. Working group to meet again.

**FINANCE : CURRENT AC**  
BALANCE                    £ 1339.44

**BR AC**  
BALANCE                    £21014.82

- Strode Theatre	£ 100.00	- TFR	£ 3000.00 Air
Amb	£ 250.00		
- BPFA	£ 1500.00		
- Com Trans	£ 50.00		
- Butleigh PCC	£ 1000.00		
- CAB	£ 100.00		
- Butleigh LS	£ 60.00		
- Cllr Ex	£ 31.25		
- War Mem	£ 25.00		
+ TFR	£ 3000.00		
+ War Mem donations	£ 299.00		
Balance	£ 1522.19	Balance	£18014.82

Proposed M Hoyle, seconded T Dodkin, all in favour.

D Sharland to request a set of Butleigh Playing Field Association accounts for future reference.

**FINANCIAL APPROVALS : Resolutions to approve the following expenditure :**

- a) A Brown - Chairman's Expenses £83.91 Proposed T Dodkin, seconded M Hoyle All in favour
- b) D Braybon Tree work on village green £456.00 Proposed M Hoyle, seconded T Hoyle, All in favour
- c) SALC Cllr Training £20 Proposed T Hoyle, seconded A Brown. All in favour
- d) Jubilee Fund £750 Proposed R Burdett, seconded T Hoyle. All in favour
- e) Insurance Review Accept Aviva £466.01 new policy Proposed A Brown, seconded T Hoyle. All in favour

**PCC REQUEST FOR CONTRIBUTION TO FELL WELLINGTONIA TREE IN CHURCHYARD :** Correspondence had been received from Mr D Heeley on behalf of the PCC requesting a contribution towards the cost to fell the Wellingtonia. It was proposed by T Hoyle that we did not make a contribution as no allocation had been made and no emergency funds were available, seconded by T Dodkin. All were in favour with the exception of the 2 councillors that declared their personal interest.

**CORRESPONDENCE:** The Agent for the Affordable Housing scheme indicated that the plans are on track to commence in the near future.

**LEAD COUNCILLORS REPORTS : A Brown** - Street Sweep to be done early for the Jubilee Celebrations.

Painting road direction signs- a priority list to be forwarded to Highways for their attention. Road closure on Monday 4th June for the Jubilee.

Bus shelter has been painted and two new benches introduced.

**R Burdett** - Cedar Walk junction is overgrown.

**D Sharland** reported that Cedar Walk junction has been cleared by R Chaddock.

BPFA saving money for the Play Area. Arsenal Football Club have approached BPFA to use as an outreach for ladies football. The size of the pitch will be improved and the field will be drained, spiked and top dressed.

**MATTERS OF REPORT** : Sign on Back Town regarding children playing.

The meeting closed at 9.10 p.m.

The next meeting 3rd July 2012.

Chairman  
3rd July 2012.

**MINUTES OF THE ANNUAL GENERAL MEETING OF BUTLEIGH PARISH COUNCIL HELD ON TUESDAY 1ST MAY 2012 IN THE CHURCH ROOM, BUTLEIGH.**

**PARISH COUNCILLORS PRESENT :** A Brown, (Chairman). K Otton, A Carr, R Burdett, T Hoyle, M Hoyle, T Dodkin. D Sharland.

**APOLOGIES :**

**OTHERS PRESENT :** David Wood, Iva de Wilton, Cllr N Woolcombe-Adams, Andy Coleman, Sarah Bailey, Richard Chaddock.

**PRE-MEETING STATEMENTS :** Sarah Bailey addressed the meeting regarding her family's objections to the proposals to the planning application 2012/0872 Dower House Cottage - 2 storey extension.

Mr David Wood addressed the meeting regarding and in favour of the above application as applicant.

**ELECTION OF CHAIRMAN :** Mr Alan Carr was elected as Chairman. This was proposed by R Burdett and seconded by M Hoyle, all were in favour.

Alan Carr signed the Declaration of Acceptance of Office, witnessed by the Clerk

**STATEMENT OF DECLARATIONS OF INTEREST :** The Chairman reminded Councillors of the need to make and to have recorded any Declarations of Interest made in accordance with the Local Authorities (Model Code of Conduct) Order 2007.

The chairman reminded all councillors of their duty to comply with the Code of Conduct, Freedom of Information Act 2000, the Race Relations (Amendments) Act 2000 and the Crime & Disorder Act 1988 s17 in all its business transactions.

A Carr in respect of planning item for Dower House Cottage 2012/0872 - prejudicial

A Brown in respect of planning item for Dower House Cottage 2012/0872 - personal.

K Otton and A Brown in respect of the Queens Diamond Jubilee - personal.

**ELECTION OF VICE CHAIRMAN :** T Dodkin was elected as Vice Chairman. This was proposed by D Sharland and seconded by R Burdett All were in favour.

**PLANNING : 2012/0872** Dower House Cottage - Proposed 2 storey extension to existing dwelling. Recommend Approval -. Proposed T Hoyle, seconded R Burdett, 6 in favour, 1 against.

**2012/0802** St Leonards Churchyard- Proposed felling of a Wellingtonia in a Conservation Area. Recommend Leave to Planning Officer. Proposed A Carr, seconded A Brown. All in favour

Decisions : **2012/313** Withybed Cottage, Butleigh Wootton - Application for certified lawful development certificate for proposed conversion of outbuilding to home office and single storey rear extension - Approved

**2011/1736** 1 Rood Cottage - Erection of single storey extension to front - Approved

**2012/0097** Higher Hill Farm - LBC -Conversion of barn to office- Approved

**2012/0086** Higher Hill Farm - Conversion of barn to office- Approved

**VISITING COUNCILLORS REPORT:** N Woolcombe-Adams - Current Local Plan still holds weight and will be replaced by a new Local Plan in the next 12 months. K Maddock is stepping down as the Leader of Somerset County Council to be replaced by John Osmond. He will remain the County Councillor until May 2013.

**APPOINTMENT OF REPRESENTATIVE TO OUTSIDE BODIES :**

Somerset Association of Local Councils (SALC) A Carr and R Burdett.  
Butleigh Playing Fields Association (2) R Burdett and D Sharland  
Parish News Board – T Dodkin

**NOMINATION OF LEAD COUNCILLORS :**

Planning – T Dodkin (lead) with R Burdett  
Future Projects – T Hoyle  
Highways, Footpaths and Transport – A Brown  
Environment – Cedar Avenue- Volunteers, Flood Issues, Sewage, Fly Tipping, Dog Fouling, Recycling-. M Hoyle  
Church, Churchyard and War Memorial – R Burdett  
Community Facilities (Parish Assets) and Community Wellbeing. - D Sharland  
Local Government and Finance and Parish Council Policies – A Carr  
Police, Speed Watch, Neighbourhood Watch- K Otton

**RE-APPOINTMENT OF INTERNAL AUDITOR :** Resolution ‘ **To approve the appointment of the Parish Council’s Internal Auditor for the year 2012/13’.**

Mr Stephen Pouncey. Proposed A Brown, seconded R Burdett. All in favour.

**RE-APPOINTMENT OF GRIEVANCE & DISCIPLINARY & APPEAL PANELS :**  
Resolution ‘ **That the members of the Grievance & Disciplinary & Appeal Panels be re-appointed for a further year’.**

**Panel members are – Grievance & Disciplinary – G Kirk, A Carr & Col J Payne**

Proposed T Dodkin , seconded D Sharland , all in favour

**Appeal Panel – I Mullins(Meare), K Otton & G de Wilton**

Proposed T Hoyle, seconded R Burdett , all in favour.

**MINUTES OF THE ANNUAL PARISH MEETING HELD ON 3rd April 2012,** having been circulated, were signed as a true and correct record. Proposed A Brown, seconded K Otton, all in favour.

**MATTERS ARISING :** None

**MINUTES OF THE MEETING HELD ON 3rd April 2012,** having been circulated, were signed as a true and correct record. Proposed T Hoyle, seconded D Sharland, all in favour.

**NOTICE OF PARISH COUNCIL MEETING DATES FOR 2012/13** were circulated to all Councillors and published on the notice boards.

**APPROVAL OF THE ANNUAL ACCOUNTS IN PREPARATION FOR ANNUAL**

**AUDIT :** The clerk explained the annual statement. A Brown, as Chairman for the year had, with the Clerk, signed the accounts and the audit forms ready for the Internal Auditor and External Auditor.

Proposed T Dodkin, seconded T Hoyle, all in favour.

**FINANCE : CURRENT AC**

BALANCE                   £ 2221.70

- PCC Trees       £ 500.00
- Com Council   £ 35.00
- SALC           £ 198.41
- Valley S Mills £ 148.85

Balance                   £ 1339.44

**BR AC**

BALANCE       £ 8513.29

- interest           £ 1.53
- MDC precept   £ 12500.00

Balance               £21014.82

Proposed M Hoyle, seconded T Dodkin, all in favour.

**FINANCIAL APPROVALS** : Resolutions to approve the following expenditure : .

Strode Theatre £100 – (LGA 1976 (Misc Prov) s19) Proposed T Hoyle. All in favour

Somerset and Dorset Air Ambulance £250 (LGA 1972 s137) ) Proposed A Brown. All in favour

BPFA Playing Field Maintenance Grant – Grounds maintenance £1500 (LGA 1976 s19) )

Proposed D Sharland. All in favour

Mendip Community Transport Grant £50 (LG&R Act 1997 s26-29) ) Proposed T Dodkin.

All in favour

Butleigh PCC Churchyard maintenance £1000 (LGA 1972 s214) ) Proposed R Burdett. All in favour

Citizens Advice Bureau £100 (LGA 1972 s142) Proposed A Brown. All in favour

Butleigh Landscape Village Green Maintenance April £60 Proposed D Sharland. All in favour

Councillors Expenses (T&M Hoyle) £31.25) Proposed A Brown. All in favour

War Memorials Trust Subscription £25 (LGA 1972 s 137) ) Proposed R Burdett. All in favour

**RESOLUTION TO AGREE EXPENDITURE FOR THE QUEENS DIAMOND**

**JUBILEE CELEBRATIONS** : It was proposed by A Brown and seconded by T Hoyle that the following expenditure is approved for the Diamond Jubilee Celebrations :- £1750. All were in favour

**COMMUNITY LED PLANNING** : T Hoyle reported : 40 responses completed with overwhelming support for the shop, church, pub and school plus the general atmosphere of the Butleigh area. A discussion group is to meet to decide the next steps and to determine a community led working party. T Hoyle to be the link between the proposed group and the Parish Council and to report back on progress. T Hoyle proposed the above, A Brown supported and all were in favour.

**SOLAR PARK FINANCIAL CONTRIBUTIONS RESOLUTION:** A Carr proposed that the Parish Council accept the offer of an annual contribution of £2500 for 25 years for village organisations subject to a formal legal agreement incorporating the duties and obligations of both parties. This will be drawn up by a Solicitor at no cost to the Parish Council. The applications from organisations to be screened by the Parish Council and the final decision is made by Angus MacDonald

Proposed by A Carr, all in favour 7, abstention D Sharland.

**PERMANENT MEMORIAL TO MARK THE QUEENS DIAMOND JUBILEE CELEBRATIONS :** A Brown suggested a new bench or tree on the village green.

**MENDIP LOCAL PLAN :** Invitation to MDC Planning Officer to attend the 29th May meeting regarding Local Development Framework. All in favour.

**WAR MEMORIAL :** A discussion within the Council identified over £4000 potentially available in the form of monies from grants, raffles and precept. The preferred quotation for the War memorial restoration work is £4,775 and it was felt that the remaining amount could be raised relatively easily by subsequent fund raising activities. The Council agreed that the War Memorial Working Group should confirm to their chosen contract their wish to proceed: any minor changes to the work and quotes to be made as required. The Contractor should be asked to prepare a work and payment schedule in accordance with the available funding as identified by the Working Group. This should be completed as soon as possible and following resolution and agreement by both the Contractor and the Working Group the Parish Council Chairman would send a letter to the Contractor authorising him to start work accordingly.

**CORRESPONDENCE :** A further request for help with funding the felling of the Wellingtonia in the churchyard has been submitted by Mr D Heeley on behalf of the PCC. For the next Agenda.

**LEAD COUNCILLORS REPORTS :** A Brown attended the Parish Forum at MDC. 1) Somerset Care and Repair regarding empty dwellings. 2) Stuart Brown, Chief Executive - financial situation and working group with other agencies. 3) Developing a strategy to tackle rural isolation in Mendip.

The meeting closed at 9.43 p.m.

The next meeting 29th May 2012.

Chairman  
29th May 2012.

**MINUTES OF THE MEETING OF BUTLEIGH PARISH COUNCIL HELD ON TUESDAY 3<sup>rd</sup> April 2012 IN THE CHURCH ROOM, BUTLEIGH.**

**PARISH COUNCILLORS PRESENT :** A Brown, (Chairman). K Otton, A Carr, R Burdett, T Hoyle, M Hoyle, T Dodkin. D Sharland.

**APOLOGIES :**

**OTHERS PRESENT :**

**STATEMENT OF DECLARATIONS OF INTEREST :** The Chairman reminded Councillors of the need to make and to have recorded any Declarations of Interest made in accordance with the Local Authorities (Model Code of Conduct) Order 2007.

**MINUTES OF THE MEETING HELD ON 6<sup>th</sup> March 2012,** having been circulated, were signed as a true and correct record. Proposed R Burdett, seconded T Dodkin, all in favour.

**MATTERS ARISING :** D Sharland removed the tree from the village green and will replace it with the equivalent amount of dry wood as it was too green to burn at the Jubilee celebrations.

**COMMUNITY LED PLANNING :** T Hoyle agreed to analyse the questionnaires filled in at the Annual Parish Meeting. A committee to be formed. The Chairman thanked T Hoyle for his efforts so far.

**SOLAR PARK FINANCIAL CONTRIBUTIONS :** A Carr identified the issues to be resolved. Firstly the Parish Council needs to formally respond to the offer from Solar Parks Ltd and secondly to decide who is to investigate funding bids from village organisations. Some concerns were raised regarding possible conflict of interest in future dealings between the Parish Council and Angus MacDonald. It was accepted that this risk was limited as the Parish Council was not handling the funding but merely recommending the projects. The suggested formation of a working party of 4 people of whom 2 would be independent of the Parish Council was generally welcomed. A formal proposal is to be considered at the next meeting.

**PLANNING: 2011/1736** 1 Rood Cottage – Revised plans for single storey extension to front elevation.; Recommend Approval - Proposed T Dodkin, seconded D Sharland All in favour.  
Decisions : . **2012/0105** Rowley Farm – Erection of portal framed building (covered yard) to cover existing feed area – Approved  
**2012/0238** Butleigh Village Green – Proposed pruning of two trees and felling of one tree in a Conservation Area- Approved

**WAR MEMORIAL :** R Burdett reported that the working group had met. Three quotes have been received and a unanimous decision to approve Peter Hayman to do the work required for £4000 to £4,800. Funding to be found and a time scale to be discussed.

**CORRESPONDENCE:** None

**FINANCE : CURRENT AC**  
BALANCE                    £ 665.24

**BR AC**  
BALANCE                    £ 13513.29



- Clerk	£ 2856.94	- TFR	£ 5000.00
- HMRC	£ 620.20		
- Chairman Ex	£ 87.18		
+ Bank Ref	£ 70.00		
+ TFR	£ 5000.00		
+ VAT Repay	£ 50.78		
Balance	£ 2221.70	Balance	£ 8513.29

Proposed M Hoyle, seconded A Carr, all in favour.

**FINANCIAL APPROVALS :** Resolutions to approve the following expenditure : Butleigh PCC £500 grant for trees- earmarked reserve. Proposed A Carr, seconded R Burdett. All in favour.

Valley Sawmills £148.85 materials for tree guards. Proposed A Carr, seconded K Otton. All in favour.

SALC Subscription £198.41 Proposed M Hoyle, seconded T Dodkin All in favour.

Community Council for Somerset £35. Proposed T Hoyle, seconded A Brown. All in favour

**LEAD COUNCILLORS REPORTS :** T Dodkin reported white line markings have been replaced. Wood Lane, some of the damage has been repaired. Back Town corner has been repaired.

A Carr requested whether a representative of the Parish Council to be at the planning board when the planning application 2011/3191 is discussed. This was agreed.

**MATTERS OF REPORT :** Community Led Planning. Solar Park Financial Contributions resolution. Resolution to agree expenditure for the Queens Diamond Jubilee celebrations. Permanent memorial to mark the Queens Diamond Jubilee celebrations.

The meeting closed at 9.10 p.m.

The next meeting 1st May 2012.

Chairman  
1<sup>st</sup> May 2012.

**MINUTES OF THE MEETING OF BUTLEIGH PARISH COUNCIL HELD ON TUESDAY 6<sup>th</sup> March 2012 IN THE CHURCH ROOM, BUTLEIGH.**

**PARISH COUNCILLORS PRESENT :** A Brown, (Chairman). K Otton, R Burdett, T Hoyle, M Hoyle, T Dodkin, D Sharland.

**APOLOGIES :** A Carr ( Leave)

**OTHERS PRESENT :** Mr & Mrs G de Wilton, Cllr N Woolcombe-Adams, Mr & Mrs G Brunt, Mr & Mrs J Holland, Mrs S Otton, Mr D Heeley, Mrs S Burdett, Dr & Mrs R Hughes, Mr & Mrs C Watts, Mr & Mrs D Pusey, Mr R Chaddock

**PRE- MEETING STATEMENTS AND QUESTIONS:** Dr R Hughes of Mascot House, objecting on behalf of himself and Mrs Hughes to the Planning Application 2011/3191. Mrs M Brunt of Kea House, objecting on behalf of herself and Mr Brunt to the Planning Application 2011/3191.

Mr J Holland, (on behalf of Mr K Otton and Mrs G Holland, (the applicants). Spoke in support of the Planning Application 2011/3191.

Mr D Heeley- spoke in favour of the Butleigh Solar Park Ltd monies and asked how it would be administered.

The church yard car park tree felling papers have been submitted to allow the allocated £500 to be paid over to the PCC.

*(Mr & Mrs Hughes left the meeting)*

**STATEMENT OF DECLARATIONS OF INTEREST :** The Chairman reminded Councillors of the need to make and to have recorded any Declarations of Interest made in accordance with the Local Authorities (Model Code of Conduct) Order 2007.

The Chairman declared a prejudicial interest in planning application 2011/3191.

Mr K Otton declared a prejudicial and personal interest in planning application, 2011/3191

M & T Hoyle declared a personal interest as a friend of the neighbour regarding planning application 2011/3191.

D Sharland a prejudicial interest in a matter in Urgent Business- HGV's in Wood Lane.

**URGENT BUSINESS :** Increase in HGV vehicles in Wood Lane delivering waste to a field in Butleigh Wootton. D Sharland explained that the Solar Park electrical diggings have created subsidence to Wood Lane and these arctic vehicles have created more damage. The Highways Dept have visited the site and inspected the damage which they will take up with the Butleigh Solar Park Ltd in the future. T Dodkin to contact County Highways.

Letter in News and Views ( Parish Magazine) from Ms C Jose. Discussion with regard to a reply. Agreed not to respond – all in favour.

T Hoyle reported an inaccuracy in the News and Views diary regarding the time of the Annual Parish Meeting having been brought forward to 6.30 pm. Clerk to address.

**MINUTES OF THE MEETING HELD ON 7<sup>th</sup> February 2011,** having been circulated, were signed as a true and correct record. Proposed K Otton, seconded D Sharland, all in favour.

**MATTERS ARISING :** R Burdett wishes to debate the Solar Park Development monies again.- Agenda April

**PLANNING: 2011/3191 The Sweets, Chapel Lane** – (A Brown and K Otton left the meeting for this item). Outline application for the erection of two dwellings (means of access and layout to be determined at this stage, all other matters reserved for subsequent approval). Recommend Refusal as not in accordance with the adopted criteria. Proposed T Dodkin, Seconded R Burdett. All in favour.

*Mr & Mrs Holland and Mrs Otton left the meeting.*

**2012/0237 3 Court Park** – Proposed velux rooflights to north elevation and new attic windows to proposed east and west elevation. Recommend Approval, Proposed T Dodkin, Seconded T Hoyle., All in favour.

**2011/1736 1 Rood Cottage** –Erection of single storey extension. Recommend to request more information and an extension of time as the correct plans have not been sent.

**2012/0097 Higher Hill Farm** – Conversion of barn to office (LBC) Recommend Approval. Proposed T Dodkin, Seconded R Burdett. All in favour.

**Decisions : 2011/3270 Land Adjacent to Park Wood** – Variation of condition 2 (Flooding) of planning permission 2011/0781 to remove requirement for swales- Approved.

**2011/3269 Land at Higher Hill Farm** – Variation of condition 2 (flooding) of planning permission 2011/0688 to exclude provision of swales- Approved.

*Mr & Mrs C Watts left the meeting.*

**WAR MEMORIAL:** R Burdett reported that three quotes/ recommendations have been received. Decision to be made shortly.

*Mr & Mrs de Wilton, Mr D Heeley and Mr & Mrs G Brunt left the meeting.*

**CORRESPONDENCE :** Card of support from Mr & Mrs R Moody.

**FINANCE : CURRENT AC**

BALANCE                    £    807.92

- Wee Tree                £    142.68

Balance                    £    665.24

**BR AC**

BALANCE                £ 13513.29

Balance                    £ 13513.29

Proposed K Otton, seconded D Sharland. All in favour.

**VISITING COUNCILLORS REPORTS:** Nothing to report

**FINANCIAL APPROVALS :** Resolutions to approve the following expenditure : Clerk Annual Salary and Expenses £2856.94. HMRC (Clerk Salary) £620.20. Proposed D Sharland, Seconded M Hoyle, All in favour.

Chairman’s Expenses £87.18 Proposed T Hoyle, Seconded M Hoyle, All in favour.

**LEAD COUNCILLORS REPORTS :** K Otton -Vandalism in the High Street area has been dealt with by the Police.

T Dodkin - White lining in Sub Road near Rose and Portcullis.

D Sharland - Bus Shelter to be cleaned and painted.

T Hoyle - 25<sup>th</sup> March informal meeting regarding Community Led Planning.

M Hoyle – Work to trees on village green, D Sharland to remove the timber for use at the Jubilee Celebrations to roast the Ox.

Speedwatch - 3 new volunteers. The Kingweston Road SID results were not encouraging. It is intended to do two watches at the same time.

**MATTERS OF REPORT :** None

The meeting closed at 9.05 p.m.

The next meeting Tuesday 3<sup>rd</sup> April 2012.

Chairman  
3<sup>rd</sup> April 2012.

**MINUTES OF THE MEETING OF BUTLEIGH PARISH COUNCIL HELD ON TUESDAY 7<sup>th</sup> February 2012 IN THE CHURCH ROOM, BUTLEIGH.**

**PARISH COUNCILLORS PRESENT :** A Brown, (Chairman). K Otton, A Carr, T Dodkin. D Sharland

**APOLOGIES :** T Hoyle, M Hoyle (Holiday) R Burdett(Training)

**OTHERS PRESENT :** Lee Wright and Pat Bridgeman (ref Chapel Lane development). M Brunt. Stephen Jones and daughter.

**STATEMENT OF DECLARATIONS OF INTEREST :** The Chairman reminded Councillors of the need to make and to have recorded any Declarations of Interest made in accordance with the Local Authorities (Model Code of Conduct) Order 2007. D Sharland a personal interest in Rowley Farm. K Otton and A Brown personal interest as members of the Queens Jubilee Committee.

**URGENT BUSINESS :** A Carr – Community Led Planning regarding the copy for the magazine. Clear procedure had been agreed but a notice had been put in the magazine headed Butleigh and Butleigh Wootton and had not been approved by the Chairman and Vice Chairman. An amendment to be sent with the notes to the editor by the deadline.

**MINUTES OF THE MEETING HELD ON 3<sup>rd</sup> January 2012**, having been circulated, were signed as a true and correct record. Proposed A Carr, seconded T Dodkin, all in favour.

**MATTERS ARISING :** None

**PLANNING:** 2011/3269 Land at Higher Hill Farm, Butleigh – Variation of condition 2 (flooding) of planning permission 2011/0688 to exclude provision of swales. Recommend Leave to Planning Officer. Proposed A Carr, seconded D Sharland, All in favour  
2011/3270 Land adjacent to Park Wood – Variation of condition 2 (flooding) of planning permission 2011/0781 to remove requirement for swales. Recommend Leave to Planning Officer. Proposed A Carr, seconded D Sharland. All in favour  
2012/0108 Land south of Chapel Lane – Proposed erection of 8 affordable dwellings and associated development. (Lee Wright of Point Cloud Consultancy informed members of the new application, mainly the relocation of the entrance, levels, planting and layout of the site. The design of houses to be in keeping with other local dwellings. Management of the site would take place under the control of the owner/ developer, possibly by a person living in one of the dwellings at a lower rent. To qualify for residency, prospective persons need to register with Mendip District Council Homefinder and fit the criteria laid out- village connections). Recommend Approval. Proposed A Carr, seconded T Dodkin. All in favour  
0212/0105 Rowley Farm – Erection of a portal framed building (covered yard) to cover existing open feed area. Recommend Approval. Proposed A Carr, seconded T Dodkin. All in favour.

**Decisions :** . 2011/2879 2 Rood Cottages – Conversion and extension of curtilage for use as a single holiday let – Refused.

2011/2664 23/24 Butleigh Wootton – Removal of chimney pot and replace with higher pot. Re-point chimney stack and cut the existing thatch back 50mm from the chimney stack and replace existing cement fillets with lead flashings.- Approved

2011/2800- Higher Hill Farm – Proposed re-modelling of dwelling house with various alterations including two storey and single storey extensions – Approved.

**BENEFIT TO VILLAGE FROM SOLAR PARK DEVELOPMENT :** A Carr reported: Angus MacDonald commits, on behalf of Butleigh Solar Park Ltd, to provide an annual sum of £2500 linked to RPI for 25 years from April 2012 for use on projects within the Parish of Butleigh.

The funds will be used at the reasonable discretion of Angus MacDonald for projects proposed by Butleigh Parish Council.

Each project is to have been suitably researched . On recommending the project the Parish is to have a short document that outlines 1) What the project is. 2) What benefits will be to the Parish. 3) At least two quotes but preferably three for the work. 4) A recommendation of the preferred quote and why.

The funds will be used for direct payment of said projects on the presentation of a suitable invoice from the nominated contractor.

Seed funding may also be considered a suitable use of funds as long as documentation demonstrates the long term benefit.

Accounts are to be maintained and made available annually to the Parish.

Chairman to check with SALC County Secretary regarding the legalities. The Parish Council recorded unanimously a vote of thanks to Angus MacDonald for his generous gift to the village.

**VILLAGE GREEN TREES :** Approve proposed works and agree to accept estimate of £740. Proposed A Brown, seconded D Sharland, all in favour.

**PROPOSAL OF A LIFT SHARING SCHEME IN BUTLEIGH (RB)** No report

**WAR MEMORIAL (RB)** No report

**CORRESPONDENCE :** . Multi terrain fun run date 11<sup>th</sup> March 2012.

Butleigh Sewage Treatment Works- Improvements Works to start on 20<sup>th</sup> February to last 37 weeks.

**FINANCE : CURRENT AC**

BALANCE                   £ 1518.67

- MDC                   £ 110.75

- But Lscape       £ 725.00

- Church Rms     £ 105.00

+ Tree donations£ 300.00

- Upaid item fee£ 70.00

Balance               £ 807.92

**BR AC**

BALANCE       £ 13511.54

+ Interest       £ 1.75

Balance       £ 13513.29

Proposed T Dodkin, seconded D Sharland, all in favour.

**FINANCIAL APPROVALS : Resolutions to approve the following expenditure :** Wee Tree Wholesale Nurseries – Cedar Avenue £ 142.68 – Proposed K Otton , seconded A Carr. All in favour.

**RESOLUTION TO APPROVE £1000 GRANT TOWARDS HIRE OF MARQUEE FOR QUEENS JUBILEE CELEBRATIONS.** Proposed A Carr, seconded D Sharland. All in favour

**RESOLUTION TO APPROVE THE ANNUAL LITTER PICK ON SATURDAY 31<sup>ST</sup> MARCH 2012.** Proposed A Brown, seconded T Dodkin . All in favour

**LEAD COUNCILLORS REPORTS :** T Dodkin – Highways - White lining at Moorhouse. Signpost on Baltonsborough Road. Excess water on Bolster Lane.

D Sharland : School - Concerned regarding heavy lorries in High Street.

A Brown – Speedwatch- Approval has been given to do a check on the number of vehicles exceeding 20mph in High Street.

A Carr- Suggest asking John Meeker of Mendip District Council Strategic Planning to talk about future planning.

A Brown- Interest in allotments in the parish.

The meeting closed at 9.10 p.m.

The next meeting Tuesday 6<sup>th</sup> March 2012.

Chairman  
6<sup>th</sup> March 2012.

**MINUTES OF THE MEETING OF BUTLEIGH PARISH COUNCIL HELD ON TUESDAY 3<sup>rd</sup> JANUARY 2012 IN THE CHURCH ROOM, BUTLEIGH.**

**PARISH COUNCILLORS PRESENT :** A Brown, (Chairman). K Otton, A Carr, R Burdett, T Hoyle, M Hoyle, T Dodkin.

**OTHERS PRESENT :** David Sharland, Cllr N Woolcombe-Adams.

**STATEMENT OF DECLARATIONS OF INTEREST :** The Chairman reminded Councillors of the need to make and to have recorded any Declarations of Interest made in accordance with the Local Authorities (Model Code of Conduct) Order 2007. T Dodkin – Planning 2 Rood Cottage- Personal.

**MINUTES OF THE MEETING HELD ON 6<sup>th</sup> December 2011,** having been circulated, were signed as a true and correct record. Proposed K Otton, seconded A Carr, all in favour.

**MATTERS ARISING :** 25 x 25kg bags of grit/ salt are currently being stored at Bethel Cottage. T Hoyle suggested that they were to be distributed soon to the various sites/ councillors store. K Otton suggested they were stored at The Sweets, Chapel Lane.

**CASUAL VACANCY :** Mr David Sharland addressed the Parish Council as a prospective councillor to fill the casual vacancy. All Councillors were in favour of Mr Sharland becoming a Parish Councillor and the Chairman welcomed Mr Sharland as a Parish Councillor from this date. Mr Sharland signed the Declaration of Acceptance of Office and joined in with the meeting as Councillor from this point.

**PLANNING: 2011/2879 2 Rood Cottage, Kingweston Road** – Conversion and extension of curtilage outbuilding for use as a single holiday let. Recommend Refusal- unsustainable and site lines on to the road plus extra car usage. Proposed A Carr, Seconded D Sharland. All in favour

**2011/2800 Higher Hill Farmhouse** – Proposed re-modelling of dwelling house with various alterations inc 2 storey and single storey extensions. Recommend Approval Proposed A Carr, Seconded R Burdett. All in favour

**Decisions : . 2011/970 Rowley Farm** – Erection of a new livestock and grain store buildings with associated hardstanding/ apron – Approved.

**2011/2594 2 Court Park** – Proposed felling of and works to trees in Conservation Area- Approved

**2010/2505 Proposed erection of 8 affordable dwellings and associated development at Chapel Lane.-** Approved

**Planning Enforcement Notice : Broad Park Farm-** Breaches of condition 3 and 4 of planning application 085951/005ENF

**PROPOSAL OF A LIFT SHARING SCHEME IN BUTLEIGH:** R Burdett reported his idea of a proposed lift sharing system to Street and Glastonbury. A set point in the village during certain times to a set point in Street and Glastonbury and using a set of rules. R Burdett to carry out more research on the matter and report back.

**WAR MEMORIAL :** R Burdett reported that the working group was meeting a monumental mason to make achievable recommendations to fix and re-point, also to do some lettering. Another monumental mason will be do the same in the near future. Funding will then have to be found.



**CORRESPONDENCE :** Mendip District Council Gypsy and Traveller Count. Councillors had nothing to report.

**FINANCE : CURRENT AC**

£ 1618.67

- BLScape       £   60.00  
- British Leg   £   40.00  
Balance           £ 1518.67

**BR AC BALANCE**

BALANCE   £ 13511.54

Balance       £ 13511.54

Proposed M Hoyle, seconded T Hoyle, all in favour.

**RESOLUTION TO APPROVE PURCHASE OF CEDAR TREES AND MATERIALS FOR TREE GUARDS. M Hoyle reported :** It was agreed to spend £142.68 on 5 new Cedar trees and guards. Donations of £150 have been pledged by parishioners to cover this cost. Proposed M Hoyle, seconded K Otton, All in favour. A working party has been set up by Brian Marshall

**FINANCIAL APPROVALS :** Resolutions to approve the following expenditure :  
£110.75 MDC Election Expenses. Proposed A Brown, Seconded A Carr. All in favour  
Church Room rent £105. Proposed A Brown, Seconded R Burdett. All in favour  
Butleigh Landscape £725 = Village Green Nov £60, Footpath Clearance £225, Village Brush up £405, late payment charge £35. Proposed A Carr, Seconded M Hoyle. All in favour

**LEAD COUNCILLORS REPORTS : M Hoyle reported** regarding a report from D Braybon regarding trees on the Village Green. 2 London Plane trees and one Norway Maple are of concern and will cost £500 - £700 to prune.

One London Plane at the rear of the Bus Shelter could be felled completely and replaced if necessary.. The trees need to be pruned every 3 – 5 years.

It was proposed by M Hoyle and seconded by K Otton and agreed by all to remove this tree and prune the others. A planning application to do this work needs to be put to the MDC Tree Officer for recommendation for approval and suggestions for a replacement if necessary. M Hoyle to pursue.

T Hoyle reported that Baltonsborough were pressing on with a Parish Plan. The Chairman wished to attend and observe.

**PRECEPT:** It was proposed by R Burdett, seconded by M Hoyle and agreed by all to request £12,500 from Mendip District Council to cover 2012/2013.

The meeting closed at 9.35p.m.       The next meeting 7<sup>TH</sup> February 2012.

Chairman

7<sup>th</sup> February 2012.

