

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.