

**MINUTES OF THE ANNUAL GENERAL MEETING OF BUTLEIGH PARISH COUNCIL HELD ON TUESDAY 11<sup>TH</sup> JUNE 2019 IN THE CHURCH ROOM, BUTLEIGH.**

**PARISH COUNCILLORS PRESENT : Emma Aitken as outgoing Chairman, Keith Otton, Savannah Alalia, Anne Gibson, Jade Ruff.**

**OTHERS PRESENT : Trevor and Margaret Wilmott**

**APOLOGIES: David Gibson**

**Pre- meeting statements and questions from members of the public in respect of business itemised on the Agenda : None**

**ELECTION OF CHAIRMAN: Savannah Alalia by closed vote.**

**SIGNING OF “DECLARATION OF ACCEPTANCE OF OFFICE” FORMS BY CHAIRMAN & COUNCILLORS.**

**ELECTION OF VICE CHAIRMAN: Keith Otton. All in favour.**

**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).**

**APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES:**

**Somerset Association of Local Councils (SALC) S Alalia  
Butleigh Playing Fields Association (2) S Alalia, A Gibson  
Parish News Board S Alalia**

**DISCUSSION OF LEAD COUNCILLOR’S DUTIES.**

**RE-APPOINTMENT OF INTERNAL AUDITOR – Mr S Pouncey**

**RE-APPOINTMENT OF GRIEVANCE & DISCIPLINARY PANEL - Current Chairman, K Otton and D Gibson**

**APPEALS PANEL- Current Chairman, A Carr, H McNinch.**

**URGENT BUSINESS : None**

**MINUTES OF THE MEETING HELD ON 16<sup>th</sup> April 2019, having been circulated, were signed as a true and correct record. Proposed K Otton. No second due to no one attending had been at the meeting.**

**MATTERS ARISING : None**

**NOTICE OF PARISH COUNCIL MEETING DATES FOR 2019/20- Circulated.**

**REVIEW SOCIAL MEDIA POLICY 2019: Agreed.**

**PLANNING Applications: 2019/1148/HSE 60 Holm Oaks, Butleigh** – The removal of the bay window to east elevation to extend the existing living room to the edge of the canopy roof over –Amended Description- Approved. Proposed S Alalia, seconded K Otton, All in favour.

**2019/1190/TCA Courtlands, Butleigh Court Access Track-** Proposed works to a tree in a Conservation Area- Norway Maple- Fell- Leave to Planning Officer as PC Inquorate.

**Decisions :20129/0757/NMA 60 Holm Oaks, Butleigh** – Application for a non-material amendment to permission 2016/1955/HSE for the removal of the bay window to extend the living room to the edge of the proposed canopy roof over – Refused

**2018/2648/OTS Land at Sub Road, Butleigh-** Application for outline planning permission with some matters reserved for erection of up to 32 dwellings with details of access only.- Refused

**2017/0950/FUL Wood Lane, Butleigh-** Change of use of land from horticultural nursery to stationing of six static caravans for use as holiday lets with extended stone track; and replacement of existing buildings with two further static caravans for existing storage and office use for a landscape contracting business. (additional info received 11 and 18.01.18- Approved.

**2019/0715/HSE The Old Nursery, Baltonsborough Road** – Porch extension and rear extensions, alterations and re-furbishment to main house. Refurbishment works to detached car port/ games room to be used as ancillary accommodation to main house.- Approved

**2018/2899/VRC Mendip View, Wood lane-** Application to remove condition 4 (Agricultural Occupancy) of planning approval 067481/002 which was for the erection of an agricultural workers dwelling- Approved

**2019/0603/HSE 2 Grenville Court-** Enlargement of French doors, new window within garage and new rooflights- Approved

**2019/0994/TCA Peckham Cottage, 19 High Street-** Proposed work to a tree in a Conservation Area – Conifer – Fell –Approved

**2019/0831/TCA The Sweets, Chapel Lane-** Proposed works to trees in a Conservation Area:- T1 Cherry -fell, T2 Cherry-.remove limb overhanging road and lift canopy by 1m.- Approved

**FINANCE : CURRENT AC**

BALANCE	£ 27136.29
A Carr Footpaths	£ 40.00
Mendip Community Transport	£ 200.00
Citizens Advice Bureau	£ 150.00
Butleigh PCC Churchyard	£ 1250.00
St Margarets Hospice	£ 200.00
Butleigh PCC Senior Citizens	£ 100.00
M Day Heritage Trail(MAST)	£ 222.67
M Butt Footpath Maintenance	£ 840.00
M Butt Village Green(MAST)	£ 636.00
Came & Co Insurance	£ 758.32

**BR AC**

BALANCE	£ 7627.25
---------	-----------

<b>- Balance</b>	<b>£22739.30</b>	<b>Balance</b>	<b>£ 7627.25</b>
<b>**** Telecom Fund</b>	<b>£11406.58</b>		
<b>***Footpaths</b>	<b>£420</b>		

Proposed S Alalia, seconded J Ruff, all in favour.

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

Somerset and Dorset Air Ambulance £350 (LGA 1972 s137)  
 Butleigh PCC Churchyard Grant additional amount £150 (LGA 1972 s214)  
 Family Councillor Trust £250 (LGA 1972 s137)  
 SALC Affiliation fee £ 235.11  
 Somerset Garden Maintenance Footpaths £160, Village Green £120. Total £280

Proposed S Alalia, seconded A Gibson . All in favour

**AFFORDABLE HOUSING REPORT:** A meeting was held on 4<sup>th</sup> June with the South Western Housing Association to view the proposed development at Henley Lane. Henley Lane is a new development of 1,2 and 3 bedroom homes and provides a mixture of housing to suit first time buyers, those downsizing and growing families, with rental and shared ownership options. Each home has 2 parking spaces. The proposed housing to be traditional build, mixed render, brick and reconstituted stone. The incorporation of ground source heat pumps and /or solar is currently being considered.

**PROPOSED PURCHASE OF SPEED INDICATOR DEVICE:** A report from Alan Carr was circulated. The quote from Traffic Control Systems for a lightweight portable unit Mini 300 SDU Speed Sign as follows:

300 SDU Speed Sign with spare battery	£ 1688.00
Stand and lockable battery store	£ 645.00
Data collection option	£ 275.00
Volunteer Training up to	£ 500.00

The annual cost of insurance will be in the region of £15 (Public Liability already covered).

**NEW CONTENT FOR VILLAGE WEBSITE:**

**CORRESPONDENCE: VE DAY CELEBRATIONS** for next meeting.

**LEAD COUNCILLOR'S REPORTS;** K Otton- Roads on Reynalds Way have not been repaired, also drainage grids past Fountain Forestry. Pot hole in middle of crossroads at Sub Road/ High Street.

The meeting closed at 8.40 p.m.

The next meeting 2<sup>nd</sup> July 2019.

Chairman  
2<sup>nd</sup> July 2019.