

MINUTES OF THE ANNUAL GENERAL MEETING OF BUTLEIGH PARISH COUNCIL HELD ON TUESDAY 1st May 2018 IN THE CHURCH ROOM, BUTLEIGH.

PARISH COUNCILLORS PRESENT : E Aitken, (Chairman). K Otton, W Moore-Read. A Carr, R Davidson. W Davies, D Sharland, R Burdett.

OTHERS PRESENT : T Hoyle

APOLOGIES: None

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

ELECTION OF CHAIRMAN: E Aitken Proposed D Sharland, seconded R Davidson. All in favour

The “Declaration of Acceptance of Office” form was signed by Chairman

ELECTION OF VICE CHAIRMAN : : R Burdett. Proposed E Aitken, seconded K 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).

D Sharland – 2018/0523/HSE Rocklea, Henley Lane

A Carr – payment to Mendip Community Transport.

Appointment of Representatives to Outside Bodies:

- a. Somerset Association of Local Councils (SALC) - E Aitken**
- b. Butleigh Playing Fields Association (2) - D Sharland. W Davies.**
- c. Parish News Board – R Burdett.**

Discussion of Lead Councillor’s duties.

Re-Appointment of Internal Auditor – Mr S Pouncey

Re-appointment of Grievance & Disciplinary and Appeals Panels: Deferred to the June meeting

URGENT BUSINESS : None

MINUTES OF THE ANNUAL PARISH MEETING HELD ON 3RD APRIL 2018, having been circulated, were signed as a true and correct record. Proposed D Sharland, seconded R Burdett, all in favour.

MATTERS ARISING : None.

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MATTERS ARISING : Highways still to meet D Sharland. Clerk to enquire.

NOTICE OF PARISH COUNCIL MEETING DATES FOR 2018/19 was circulated.

PLANNING . 2018/0523/HSE Rocklea, Henley Lane- Proposed two single storey rear extensions. Recommend Approval. Proposed W Moore-Read, seconded E Aitken. All in favour. D Sharland declared a personal interest..

2017/3275/FUL Harepits Lane, Butleigh – Erection of a single storey extension to the north and east elevations to form additional B1 floor space and storage/office space ancillary to the B1 use. (amended description) : Recommend Approval subject to noise and environmental conditions and insulation materials used. Proposed W Moore-Read, seconded D Sharland. All in favour

2018/0791/TCA Higher Rockes Farm- Fell (T1) Sycamore, fell (T2) Birch and reduce crown of (T3) Alder by 3 metres. Recommend Leave to Tree Officer.

Decisions .: 2018/0220/HSE & 221/LBC. Penrose Cottage, Water Lane- Proposed single storey extension to rear of property- Approved

2017/1595/FUL Land at South Wootton House, Butleigh Wootton. – Retention of land use of keeping horses. Proposed erection of stables and indoor arena, construction of horse walker, outdoor arena, vehicular access and track. (amended plans received reducing the scheme to 16 stables alongside a proposal to rescind the stables approved under references 2014/0555/FUL and 2016/2575/FUL and discontinuing the use of the existing stables adjacent South Wootton House). Approved with conditions.

APPROVAL OF ANNUAL ACCOUNTS IN PREPARATION FOR ANNUAL AUDIT: Signed by the Chairman and Clerk (RFO)

FINANCE : CURRENT AC

BR AC

BALANCE £ 16107.29

BALANCE £7617.86

+ Precept MDC £ 13000.00

Balance £ 29107.29

Balance £ 7617.86

Proposed E Aitken, seconded W Davies, all in favour.

FINANCIAL APPROVALS : Resolutions to approve the following expenditure : :

Somerset and Dorset Air Ambulance £350 (LGA 1972 s137)

Butleigh PCC Churchyard Grant £1250 (LGA 1972 s214)

BPFA Playing Field Maintenance Grant – Grounds maintenance £1750 (LGA 1976 s19)

Citizens Advice Bureau £150 (LGA 1972 s142)

St Margaret's Hospice £200 (LGA 1976 s19)

Family Counselling Trust £250 (LGA 1972 s137)

War Memorials Trust Subscription £25 (LGA 1972 s 137)

Butleigh PCC Elders Tea Party £100

Community Council for Somerset £40

Proposed E Aitken seconded D Sharland. All in favour

Mendip Community Transport Grant £200 (LG&R Act 1997 s26-29)

Proposed E Aitken, seconded R Burdett. All in favour (A Carr abstained due to personal interest)

UPDATE ON PURCHASE OF LAND ADJOINING THE PLAYING FIELD. D

Sharland reported: Parish Council's Solicitors recommend another pre-emption document reference the buy back clause. This will cost a further £800 with regard to the sellers expenses. Document to be obtained and shared to all councillors prior to the next meeting.

AFFORDABLE HOUSING (RB, AC) MDC Housing Development Officer has said that they hoped there could be a possibility of a site on Henley Lane as the owner has agreed in principle to sell for Affordable Housing.

Suggested a presentation with the Rural Housing provider at the July meeting.

COMMUNITY EMERGENCY TEAM : R Davidson reported that the insurance company will automatically cover the Community Emergency Team providing the volunteers are competent to carry out the work outlined as referred to in the Emergency Plan. The Emergency Plan would need to be reviewed and risk assessments need to be written.

R Davidson proposed to review and reduce the Emergency Plan and to ensure the volunteers are fully qualified to undertake the duties.

A Carr suggested the Emergency Committee insured themselves and councillors expressed their concern about liabilities under the Parish Council insurance..

It was agreed not to take this any further.

GENERAL DATA PROTECTION REGULATIONS (Clerk)- Notice to be added to the FOI notice for the public. Forms sent to all councillors to be returned.

Government has agreed there is no need for a Data Protection Officer within Parish Councils.

Planning applications to be destroyed once the application has been determined.

CORRESPONDENCE: R Davidson – Lights on village green.

LEAD COUNCILLORS REPORTS : R Burdett reported there will be some new signage regarding lorries in the parishes.

Fault no 294806 – pavement on Sub Road – ask for progress with Highways.

A Carr- Village Green – works to repair the green. D Sharland to organise in July.

The meeting closed at 9.30p.m.

The next meeting 5th June 2018.

Chairman

5th June 2018

