

# EAST HUNTSPELL PARISH COUNCIL

Clerk to the Parish

**Bruce Poole**

Dip HE Local Policy; Fellow ILCM

The Chippings 21 Stoneleigh Close Burnham-on-Sea Somerset TA8 2EE

Tel: 07887802922 E-Mail: bruce.poole2@btopenworld.com

**Office Hours 10.00 am – 1.00 pm Mondays to Fridays**

Prior to the Meeting commencing PCSO Sheila Dickenson gave a short verbal report in which she highlighted the recent success of the “Cold Calling Scheme” which had resulted in a recent arrest. She advised that four volunteers had now been trained for Speed Watch and she hoped this would be put into practice in the few weeks. Anti-Social behaviour by some young people in the village was causing concern which could result in ASBO Orders being served. After answering a number of questions she then left the meeting

Councillor Gordon Boyer then addressed the meeting on the question of Wind Turbines. He referred to a recent public meeting where in his view a number of misquotes were made. He then explained what these were and outlined what were in his view the correct facts.

Mrs Alison Hamblin made reference to the poor condition of the road surface at Chapel Lane – the section that was adopted not that which was not. It was explained action had already been taken whereby Highways had been informed. It was noted that the clerk would send another reminder.

**Minutes of the Annual Council Meeting of East Huntspill Parish Council** that was held in the **Church Hall Church Lane East Huntspill** on **Monday 17<sup>th</sup> May 2010** commencing at **7.30 pm** when the following business was transacted.

**PRESENT:** Councillors Mrs T J Salway (Chairman) together with Mesdames K Bennett K Cooke G Hendy V Shellard Messrs G Boyer F Kidner N Litton and the clerk Mr B Poole

In addition there were two members of the public plus District Councillor Mrs Jane Moreton.

**“Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race gender age sexual orientation marital status and any disability) Crime & Disorder Health & Safety and Human Rights”**

## 67.1 To elect a Chairman

There being only one nomination Councillor Mrs Jenny Salway was duly proposed and unanimously elected as chairman for the ensuing year.

## 67.2 To receive a Statutory Declaration of Office

The Statutory Declaration was made and duly signed

## 67.3 To receive any apologies for non attendance

Received from R Puddy

## 67.4 To receive any declarations of interest

Ref	Councillor	Type	Relationship
67.22.2 25/10/00018 25/10/00020 25/10/00021	F Kidner	Personal	Friend of the applicant
67.23.1	K Cooke	Personal	Member of Cricket Club Management Committee

<b>67.24.1</b>	<b>T Salway</b>	<b>Personal</b>	<b>Trustee New Hall Management</b>
<b>67.26.3</b>	<b>K Cooke</b>	<b>Prejudicial</b>	<b>Member of Cricket Club Management Committee</b>

**67.5 To elect a Vice Chairman**

There being only one nomination Councillor Mrs Valerie Shellard was duly proposed and unanimously elected as Vice Chairman

**67.6 To elect the following Personnel/Committees/Brief Holders**

(a) Planning

Chairman – Councillor Mr Ray Puddy supported by all members of the Parish Council

(b) Playing Field

Chairman – Councillor Mrs Kay Bennett supported Councillors Miss Geraldine Hendy Mrs Kathryn Cooke and Mrs Valerie Shellard

(c) Roads & Transports

Brief Holder – Councillor Mr Nigel Litton

(d) Footpaths & Bridleways

Brief Holder – Councillor Mr Gordon Boyer

(e) Finance & Personnel

Chairman – Councillor Mr Francis Kidner supported by Councillors Kathryn Cooke Jenny Salway and Valerie Shellard

(f) Grievance Panel

Councillor Mrs T J Salway (Chairman) supported by Councillors Gordon Boyer and Francis Kidner

(g) Appeal Panel

Councillor Mrs Valerie Shellard (Chairman) and Councillors Mrs Kathryn Cooke and Councillor Mr Nigel Litton

**67.7 To propose Representatives to the following Village Organisations**

(a) SALC

The Clerk to attend wherever possible

(b) Cluster Group

Councillors Jenny Salway and Valerie Shellard

(c) East Huntspill School

Councillor Mrs Jenny Salway

(d) East Huntspill Pre-School Group

Councillor Mrs Jenny Salway

**67.8 To re-adopt Standing Orders Financial Regulations and Delegated Powers**

Resolved that the Standing Orders and Financial Regulations be re-adopted.

**67.9 To approve the Council's Asset Register**

Resolved that Council's Asset register be adopted

**67.10 To approve the Council's Bank Mandate**

Resolved that the signatories on the Council's Bank Accounts should be any two from the following Parish Council Members – Mesdames Bennett Cooke Hendy Salway and Shellard together with Messrs Boyer Kidner Litton and Puddy and that the Responsible Financial Officer (RFO) Mr B Poole Parish Council Clerk be permitted to make contact with the Bank and to authorise transfers between the two accounts on the Parish Councils behalf.

**67.11 To receive the Parish Council's Financial Statement for the year ending 31<sup>st</sup> March 2010**

- (a) To approve the Annual Accounts for the year ending 31<sup>st</sup> March 2010

Resolved that the Annual Accounts for the year ending 31<sup>st</sup> March 2010 be adopted

- (b) To approve the Annual Governance Statement

Resolved that the Annual Governance Statement be approved

The Chairman and the Clerk both signed the documents

- (c) To review the effectiveness of the internal audit

The Parish Council acknowledged that they were satisfied with the current effectiveness of the internal audit procedures undertaken by the council.

**67.12 To re-appoint the Clerk as the Council's Responsible Financial Officer**

Resolved that the clerk Mr B Poole be re-appointed the Council's Financial Officer

**67.13 To re-affirm acceptance of The Audit and Account Regulations 2003 as amended by the Accounts and Audit (Amendment) (England) Regulations 2006 (SI 2006/564)**

Resolved to re-affirm acceptance of The Audit and Account Regulations 2003 as amended by the Accounts and Audit (Amendment) (England) Regulations 2006 (SI 2006/564)

**67.14 To re-affirm the Council's Publication Scheme and confirm the Parish Council's Qualified Persons under Section 36 of The Freedom of Information Act 2000**

Resolved to re-affirm the Council's Publication Scheme and that the Parish Clerk Mr B Poole be re-appointed as the Parish Council's Qualified Person

**67.15 To review the Council's Insurance Policy**

It was noted that the Parish Clerk had made some general enquiries and that he recommended that the Parish Council continue with the present insurers.

**67.16 To review the Member's Register of Interests**

The Clerk reminded the members of their responsibility in respect to the register by ensuring that their own individual details were correct.

Resolved to accept the Parish Clerk's recommendation

**67.17 To confirm the appointment of Mr Julian Frost as the Council's Internal Auditor**

Resolved that Mr Julian Frost be re-appointed as the Council's Internal Auditor

**67.18 Issues Arising from the Annual Parish Meeting – 27th April 2009 see attached Report**

- (a) Chapel Lane

It was noted that action had been taken on this matter

**67.19 To receive and approve the Minutes of the Parish Council Meeting held on Monday 16<sup>th</sup> March 2009**

**Resolved** that the Minutes of the Parish Council held on Monday 16<sup>th</sup> March 2009 that had been duly circulated be taken as read approved as being a correct record and signed as such by the Chairman

**8.05 pm Councillor Geraldine Hendy departed from the meeting**

**67.20 Past Subject Matters**

**For the purpose of report only**

- |   |    |
|---|----|
| (1) Matters raised by members of the public at the previous council meeting | BP |
| None  |    |
| (2) Weight Restrictions   | NL |
| Councillor Nigel Litton to report   |    |
| (3) Affordable Housing Village Survey                                       | BP |
| Progressing satisfactorily  |    |
| (4) Village Web Site  | BP |
| Awaiting a launch date  |    |
| (5) Playbuilder Project New Road Playing Field                              | BP |
| Work almost finished  |    |
| (6) Computer Equipment  | VS |
| Councillor Valerie Shellard to report                                       |    |
| (7) Grant Funding   | BP |
| All satisfactorily concluded  |    |

**67.21 To approve the following items of expenditure**

(1)* Zurich Insurance	Annual Renewable Premium	466.34	
(2)* SDC	Playing Field Rent	56.25	
(3)* Mr B Poole	Salary & Expenses	723.89	
(4)* Community Council	Annual Subscription	30.00	
(5)* CommuniCorp	Annual Subscription	11.00	
(6)* SALC	Affiliation Fee – 2010/11	242.87	
(7)* Redstone Computers	Support Renewal 2010	36.17	6.33
(8)* SAGE	Payroll Cover Renewal	95.00	16.63
(9) BT	Broadband – 02/04/10-01/07/10	20.99	
(10) Mr B Poole	Salary & Expenses - April 2010	687.59	
(11) Staples	Stationery	30.74	5.38
(12) Mr B Poole	Field Trip Travel	10.78	1.89
(13) Mrs M M Wall	APM Refreshments	25.80	

**Resolved** that those accounts marked with an asterisk that were paid under delegated powers be re-affirmed and that the remaining as listed be paid

**67.22 Planning**

- (1) To receive an update on the following outstanding applications**

<b>25/09/00023 – Withdrawn 14/04/10</b>	<b>FK</b>
Erection of building to form workshop units, reception, offices and disabled WC facilities for people recovering from and undergoing rehabilitation following brain injury, alterations to access, turning, parking and landscaping On land at Wall Eden Farm New Road East Huntspill	
<b>25/10/00001 &amp; 2 – Target Date 23/03/10</b>	<b>FK</b>
Alterations and extensions to south and east elevations of building A and building B Secret World New Road Farm New Road	
<b>25/10/00005 – Approved 06/04/10</b>	<b>FK</b>
Erection of extension to agricultural building Barn B Westhill Farm Catherine Street	
<b>25/10/00006 – Approved 06/04/10</b>	<b>FK</b>
Erection of extension to agricultural building Barn A Westhill Farm Catherine Street	
<b>25/10/00007 – Approved 27/03/10</b>	<b>JS</b>
Erection of five dwellings (amended house types) plots 3, 4, 11, 12, and 13 Smithy Farm Chapel Lane	
<b>25/10/00010 – Approved 25/03/10</b>	<b>VS</b>
Formation of vehicle access and hard standing for off road parking 22 Church Road East Huntspill	
<b>25/10/00001 &amp; 2 – Target Date 23/03/10</b>	<b>FK</b>
Alterations and extensions to south and east elevations of building A and building B Secret World New Road Farm New Road	
<b>25/10/00011 – Target Date 19/03/10</b>	<b>RP</b>
Erection of 60m high Meteorological data gathering mast for temporary use (3 years) Land to the South West of Withy Farm Withy Grove East Huntspill	
<b>25/10/00012 – Approved 12/04/10</b>	
Change of use and conversion of workshops/barn to form annexe to dwelling Mill Farm New Road East Huntspill	
<b>25/10/00013 – Approved 14/04/10</b>	<b>GB</b>
Erection of four holiday units on site of existing agricultural units (to be demolished) On land at Cripps Farm Merry Lane East Huntspill	
<b>(2) To consider and respond to the following planning applications</b>	
<b>25/10/00014 – Target Date 07/05/10</b>	<b>JS</b>
Erection of three affordable dwellings Smithy Farm 1 Chapel Lane East Huntspill	
<u><b>Resolved</b> that the application be recommended for approval</u>	
<b>25/10/00015 – Council Date 13/05/10</b>	<b>JS</b>
Use of land to be included in garden area and erection of timber garden shed 5 Chapel Lane East Huntspill	
<u><b>Resolved</b> that the application be recommended for approval</u>	
<b>25/10/00016 – Council Date 14/05/10</b>	<b>FK</b>
Erection of replacement shower block Westhill Farm Caravan Park Catherine Street	
<u><b>Resolved</b> that the application be recommended for approval</u>	
<b>25/10/00018 – Council Date 28/05/10</b>	<b>FK</b>
Renewal of Planning Permission 25/05/00006 for the change of use and conversion of barn to holiday accommodation	

Fosters Farm New Road East Huntspill

**25/10/00020 – Council Date 28/05/10**

**FK**

Erection of 2 holiday cottages to provide accommodation for visitors and their families  
Land at Wallenden Farm New Road East Huntspill

**25/10/00021 – Council Date 03/06/10**

**FK**

Erection of building to form workshop units, reception, offices and disabled WC facilities for people recovering from and undergoing rehabilitation following brain injury, alterations to access, turning, parking and landscaping  
On land at Wall Eden Farm New Road East Huntspill

**Resolved** that these applications be considered at a separate planning committee meeting

**67.23 Open Spaces – To receive reports from the following brief holders**

- (1) Playing Field KB

**Resolved** that a replacement gate catch be undertaken on the small gate into the play area.

**Resolved** to note the action taken by the Clerk in obtaining a replacement dog bin

- (2) Footpaths & Bridleways GB

Councillor Boyer advised the meeting that when time permitted he was walking each of the village walks to ensure that they were not blocked.

- (3) Roads & Transport NL

Noted that a further meeting was to be held in the village on the 25<sup>th</sup> May to discuss various issues.

**67.24 To receive the following Village Reports**

- (1) Village Hall RP  
(2) SALC

No reports available

- (3) Councillors

- (a) Councillor Kay Bennett

She reported that the Arts Club had had a very successful exhibition and that she was holding a Cream Tea fund raising event in her garden on the 27<sup>th</sup> May at 2.00 pm for the Garden Club.

- (b) Councillor Valerie Shellard

She referred to the damaged dog bin – see 67.23.1 – and the proposed Village Calendar.

- (c) Councillor Nigel Litton

He advised the Council on a situation where he had to call upon Sedgemoor's Environmental Officer to resolve a problem and was in praise of the prompt action.

- (4) District Councillors

Councillor Jane Moreton gave a short verbal report on the steps that are being taken by SDC to find savings of 1.9 million.

- (5) County Councillor

No report

- (6) Village Beat Officer

*See commencement of the meeting*

- (9) East Huntspill School JS  
(10) The Chairman JS  
(11) The Clerk

Nothing to report which had not been reported elsewhere.

**09.15 pm Councillor Kathryn Cooke departed from the meeting**

**67.25 To receive and consider the following correspondence and e-mails**

- (1)\* RCC "Thatch" Magazine – Winter/Spring C  
(2)\* Moore Stevens Notice of Audit BP  
(3)\* SLCC 'The Clerk' March 2010 – Vol 42 No 2 C  
(4)\* SCC Experimental Prohibition Order 2008 BP  
(5)\* Mr Hampson Precept 2010/11 BP  
(6)\* Infrastructure Planning Commission – Hinkley Point Power Station C  
(7)\* Sedgemoor Community Transport – Grant Funding request C  
(8)\* Sustainable Energy Grant Scheme C  
(9)\* SCC Footpath BW13/13 GB  
(10)\* SCC Proposed Transmission Route – Hinkley Point C C  
(11)\* NALC DISExtra Issue 731 02/04/10 C  
(12)\* Police Letter from Inspector Tolley C  
(13)\* IPC Pre-application consultation – Hinkley/Seabank C  
(14)\* CAB Grant Funding – letter of thanks BP  
(15)\* Village Hall Grant Funding – letter of thanks BP  
(16)\* Election Notice of Election NB  
(17)\* SALC Mendip Hills AONB Partnership Committee – PC Representative C  
(18)\* ICO Data Protection – Annual Renewal BP  
(19)\* SLCC South West Regional Conference – 18/05/10 C  
(20)\* SCSN Somerset's Community Safety Newsletter C  
(21)\* NALC DISExtra – Issue 732 – 16/04/10 C  
(22)\* SDC Joint Municipal Waste Management Strategy – Workshops C

- (23)\* SDC Remittance Advice – Precept 2010/11 - £11,575.00 BP

Receipt noted

- (24) SLCC Larger Councils' Conference – Report C  
(25) SCC Management – Public Rights of Way (PROW) GB  
(27) SCC Notification of Cllr Healey's Grant Donation - £1,800 BP

Receipt and letter of thanks noted

- (28) Kompan Playground Publicity Material C  
(29) Huntspill "The Huntspill News" C  
(30) Election Statement of Persons Nominated NB  
(31) SCC Appeal - BW13/13 GB  
(32) Police Newsletter – April 2010 Issue 03 C  
(33) Community 2010/11 Membership Acknowledgement and Certificate 1078 NB  
(34) Ambulance Twenty Four Seven Edition 11 – Spring 2010 C  
(35) NALC DISExtra – Issue 733 – 30/04/10 C  
(36) SPFA Somerset Fields Flyer – Spring 2010 C  
(37) Community Somerset Community Safety Newsletter – Spring 2010 C  
(38) Bridgwater Forward – Campaigning for a better deal fro Bridgwater C  
(39) Mr B Poole University of Gloucestershire – Degree Dissertation C

It was noted that the Clerk had completed his degree for which he was congratulated

- (40) Clerks Direct – May 2010 – Issue 69 C  
(41) Hospice Letter of Thanks BP

(42)	RoSPA	Notification of 2010 Playground Inspection – June	KB
(43)	Ecotricity	Public Exhibition 11/05/10	C
(44)	SALC	North Area Meeting Agenda – 17/06/10	C
(45)	SRYP	Newsletter – Spring 2010	C

**Additional items for information received after the circulation of the Agenda**

(46)	Viridor	“Giving Due Credit”	C
(47)	NALC	DISExtra Issue 734 – 14/05/10	C
(48)	HMR&C	Overpayment details	BP

**67.26 Other Business referred to the Clerk**

- (1) **To note the posting of the Notice of Appointment of Date for the Exercise of Elector’s Rights**

Resolved to note the posting of the notice

- (2) **To resolve that the Friends of East Huntspill School have use of the Playing Field for their 2010 Fayre to be held on the 19th June.**

Resolved to grant permission

- (3) **To resolve to accept the Grass & Hedge Cutting Quote from East Huntspill Cricket Club in the sum of £1,480.00**

Resolved to accept East Huntspill Cricket Club’s quote for Grass & Hedge cutting in the sum of £1,480.00

- (4) **To investigate the viability of the Village Computer currently located in the village stores.**

Resolved that the Finance Committee undertake this task

- (5) **To consider an enhancement scheme to the area that recently housed the re-cycling units.**

Resolved that the Open Spaces undertake this task

- (6) **To resolve to sign the Funding Agreement between Sedgemoor District Council and East Huntspill Parish Council in relation to provision of new play space for the Recreation Ground**

Resolved that the Parish Clerk should sign the Funding Agreement

**67.27 Date of next Meeting - Monday 21<sup>st</sup> June 2010 commencing at 7.30 pm.**