

**MINUTES
WITHAM FRIARY PARISH COUNCIL MEETING
HELD ON THURSDAY 11 DECEMBER 2014 AT 8.00 P.M. IN THE VILLAGE HALL**

Present	Fred Nicholls (Chairman)	FN
	Helena Read	HR
	Karen Crossman	KC
	Roy Featherstone	RF
	Will Sheppard	WS
In attendance	Anthea Brooks, Clerk	AB
	Two members of the public for item 9.2 only	

ACTIONS

1 EMERGENCY EVACUATION PROCEDURES

1.1 Emergency exits and procedures were explained

2 PUBLIC ACCESS

2.1 None requested

3 APOLOGIES FOR ABSENCE

3.1 Apologies for absence were received from Jim Rosser

4 DECLARATIONS OF INTEREST AND DISPENSATIONS

4.1 There were no declarations of interest or requests for dispensation

5 WELCOME

5.1 The Chairman welcomed Roy Featherstone and Anthea Brooks to their first meeting of the Parish Council as Councillor and Clerk respectively.

6 MINUTES OF THE MEETING HELD ON 13 NOVEMBER 2014

6.1 The minutes of the meeting held on 13 November 2014 were agreed as a true and accurate record and signed by the Chairman.

7 MATTERS ARISING FROM THE MINUTES OF 13 NOVEMBER 2014

7.1 There were no matters arising for discussion.

8 FINANCE

8.1 The following cheques were signed

Chairman

Date

Minutes 11.12.14

- **Clerk's Salary for the period ending 05.12.14** - £363.46
- **HMRC** - PAYE £76.80 (period as above)
- **Jim Rosser** – refund of £329.99 being cost of 'fridge/freezer for village hall
- **Jim's Country & Garden Resources** – cost of replacement picnic bench for Playpatch - £120.00

8.2 The following receipts were noted as being received since the last meeting

- VAT refund of £940.97
- Donation from Frome Town Robins for the use of the Recreation Field £150.00

8.3 **Bank Mandate**

8.3.1 The bank mandate was agreed and signed by FN and WS. The Clerk will take this to the bank to confirm her status as a signatory and recipient of bank statements.

Clerk

8.4 **Budget**

8.4.1 It was agreed to discuss this at the next meeting on 8 January and Councillors were asked to consider the paperwork which was distributed at the meeting on 13 November. The Clerk will distribute this information again. The date for the return to Mendip DC is 15 January.

Clerk

9 **PLANNING**

9.1 **2014/2306/HSE Demolition of existing outbuilding and construction of a two bay barn with storage above at Croft Cottage, The Yard, Witham Friary for Mrs Gibson**

9.1.1 The above application was discussed. KC proposed, RF seconded and it was agreed unanimously that the Council recommended approval. The Clerk was asked to inform MDC.

Clerk

9.2 **2014/2354/FUL Change of use from a mixed C3 dwelling/equestrian use to use as a holiday home with guest facilities, introduction of a new residential staff cottage and neighbouring management office, refurbish one existing equestrian barn with communal leisure space for visitors and guests and remove two existing equestrian barns at Gibbons Farm, Witham Friary for Ms Lara Tabatznik**

9.2.1 The above application was thoroughly discussed. It was agreed unanimously to recommend refusal for the following reasons

- The existing access is not suitable for the volume of traffic and a frequently used footpath also runs along the entirety of the access road
- The application contains no reference to improving drainage/sewage treatment systems
- Problems have already arisen with visitors staying at these premises and the police have been involved
- Suitability of local lanes for the volume of traffic; clarification required on the possible traffic flows as not everyone who is staying there will come by taxi and traffic flows on changeover days are likely to be high
- The access road does not have any passing places and the adjacent land is not owned by the applicant.
- The application includes staff accommodation but also states that local staff will be employed. Any identified quarters for staff should not be used for guests.
- Water – the statement is made that less water will be used than currently. The Parish Council are unable to see how this can be the case for the number of bedrooms envisaged. This would create a massive drain on the local water supply
- The integrity of the boundary fences would need to be maintained
- There would be a detrimental impact on the rural environment and established businesses
- There are crossing points for cattle along the access road and all livestock use this right of way
- The adjoining Arabian stud has already experienced problems from visitors to this establishment during the summer, e.g. leaving gates open.
- The neighbouring property is already having problems with people accessing the proposed property through the wrong entrance.

9.2.2

It was agreed that the Clerk would distribute a copy of the reasons for refusal to Councillors for their agreement. The Clerk would then send the list to Mendip DC before the 19 December. The members of the public then left the meeting.

Clerk

9.3 **2014/2113/FUL Relocation of existing storage barn for the storage of wood chip and wood pellets fuel for bio-mass boiler at The Hermitage, Witham Friary**

9.3.1 It was noted that this application had been approved with conditions including the fact that the building should be used only for the storage of wood, wood chip and wood pellet fuel and for no other purpose without the prior approval of the local planning authority.

9.4 **2014/2320/AGB – application for prior notification for a proposed agricultural framed barn at Henleaze Farm, Witham Friary**

9.4.1 It was noted that this application has been withdrawn

10 RECREATION FIELD AND PLAYPATCH

10.1 The Clerk was in possession of draft maintenance schedules for the playpatch and recreation field which will be part of the tendering process.

10.2 It was agreed that the Clerk would ask the current contractor, Grass Valet Company, to quote for the work for the coming year. The Clerk will also obtain two more quotes for comparison.

Clerk

10.3 It was agreed that some reference to COSHH (Control of Substances Hazardous to Health) should be included in the maintenance schedules. The Clerk will look into this.

Clerk

10.4 It was agreed to place an advertisement in Postlebury News asking if anyone was interested in tendering for the contract to maintain the Playpatch and Recreation Field. The Clerk agreed to do this and to be the point of contact. It was noted that some of the installers of the new equipment on the Playpatch may include a maintenance contract in their tender.

Clerk

10.5 Playpatch Refurbishment

10.5.1 It was noted that Matthew Cheney of Mendip DC has been informed that the proposed start date for the playpatch refurbishment is early March so that agreements and funding should be in place early in 2015.

11 HIGHWAYS/ROW MAINTENANCE

11.1 It was noted that the litter pick is scheduled to take place on 25 January. The Clerk will complete the necessary forms. It was agreed that a notice needs to be put up in the village, RF agreed to put one in the 'pub.

Clerk/RF

11.2 The Clerk had an advertisement for a new PPLO (Parish Path Liaison Officer) which will be put up in the village and in the magazine. **Clerk**

11.3 **General Maintenance Issues**

- WS stated that there are numerous potholes in the lane towards Trudoxhill.
- It was noted that the bank opposite New Friary cottages and by the village sign has been eroded by passing traffic as parked vehicles means that the space is limited.
- It was noted that the village sign post opposite the Upton Noble turn needs replacing

11.4 The Clerk agreed to report the above to the Highways Authority. **Clerk**

12 **CORRESPONDENCE**

12.1 The Clerk had received the following correspondence/information

- Parish Bulletin – this had already been distributed.
- Email request under the Freedom of Information Act for information on Air Conditioning Assessment certificate. The Clerk had responded that the Parish Council were not responsible for any building in which air conditioning units were in use.
- Email from Mendip DC regarding the award of the contract for the running of Mendip's leisure facilities.

13 **MISCELLANEOUS AND FUTURE BUSINESS**

13.1 **Turbine Money** – it was agreed that the Clerk would put something in the magazine stating that the Parish Council would like to hear ideas from villagers for the use of the money which would be forthcoming from the wind turbine installation. It was also agreed to consider a parish meeting to discuss ideas if enough are forthcoming. HR agreed to put something on Facebook asking the same question. **Clerk/HR**

13.2 **Witham Water** – WS asked if any more had been heard about the pipe running over the top of the ground and whether it is intended to dig this in. FN said that he would make enquiries. **FN**

13.3 **Gift for outgoing Clerk** – a discussion took place on a suitable gift for the outgoing Clerk. HR agreed to speak to a local potter about this. **HR**

13.4 **Future business** – there were no requests for future business.

14 **DATE AND TIME OF NEXT MEETING**

14.1 The meeting closed at 9.40 p.m. The next meeting will take place on Thursday 8 January 2015 at 8.00 p.m. in the Village Hall.