

**MINUTES
WITHAM FRIARY PARISH COUNCIL MEETING
HELD ON THURSDAY 13 AUGUST JULY 2015 AT 7.30 P.M. IN THE VILLAGE
HALL**

Present	Roy Featherstone (Vice Chairman) Will Sheppard Richard Nickless Colin Horstmann	RF WS RN CH
In attendance	Anthea Brooks, Clerk Three members of the public	AB
Apologies	Greg Stevens Fred Nicholls	GS FN

ACTIONS

1 EMERGENCY EVACUATION PROCEDURES

1.1 Emergency exits and procedures were explained

2 PUBLIC ACCESS

2.1 The following items were noted

- Footpath marker signs – some footpaths are not marked and recently members of the public were walking through fields which were dangerous. The Clerk will email the Footpaths Officer at SCC about obtaining some marker posts. It was agreed that if a supply is received local people will erect them

Clerk

3 APOLOGIES FOR ABSENCE

3.1 Apologies for absence were received from Greg Stevens (GS) and Fred Nicholls (FN). In the absence of the Chairman, the Vice Chairman (RF) took the Chair.

4 DECLARATIONS OF INTEREST AND DISPENSATIONS AND REQUESTS FOR RECORDING

4.1 There were no declarations of interest or requests for dispensation and no requests for recording.

5 MINUTES OF THE MEETING HELD ON 9 JULY 2015

5.1 The minutes of the meeting held on 9 July 2015 were agreed as a true and accurate record and signed by the Chairman.

6 MATTERS ARISING FROM THE MINUTES OF 11 JUNE

6.1 **Item 8.1 Bank Mandate** – The Clerk will obtain bank mandates for the new councillors to complete

- 6.2 **Item 8.2** – Parish Footpaths – the new Adopt a Path scheme is to be advertised to encourage local people to adopt the paths which they walk regularly both WS and RN informed the Clerk of the paths they were willing to adopt. The Clerk will advertise this scheme and act as local coordinator reporting problems as they occur. **Clerk**
- 6.3 **Item 8.3 Dog Litter** – RF had drafted an article about the dangers of dog litter to the public with the intention that this should be inserted in the Postlebury magazine. This will be discussed at the next meeting. **RF**
- 6.4 **Item 8.4 Car park lights** – it was noted that RF has found another electrician to carry out this work. **RF**
- 6.5 **Item 8.5 Bank Creep** – the work has not yet been carried out. WS and RF will discuss. **WS**
- 6.6 **Item 8.6 – Longham Footpath stile** – The stile needs repair – the Clerk will report this. **Clerk**
- 6.7 **Item 12.2.2** - Use of recreation field by outsiders – it had been agreed to discuss this with the local PCSO and the Clerk is to make contact to ask him to attend a meeting. It was also agreed to get a quotation for a sign which would state that the Recreation Field is for the use of residents of Witham Friary only and outside use is only by prior arrangement with the Parish Council. A contact name and email address would need to be added. This would be by order of Witham Friary Parish Council **Clerk**
- 7 PLANNING – status of current applications**
- **2015/1342/HSE Erection of a single storey extension to rear of property at Henleaze Farm, Holt Lane, Witham Friary for Mr Wesley Jenkins**
 - **2015/1237/HSE First floor extension at Rough Stubbs, 10 Holt Lane, Witham Friary for Mr Andrew Garmin**
- 7.1 It was noted that both the above planning applications have been approved.
- **Application 2014/2576/FUL Installation of 208 Solar PV panels (ground mounted) at Gibbons Farm, Holt Lane, Witham Friary for Mr Seth Tabatznik**
- 7.2 This application is still pending consideration

8 FINANCE

- 8.1 The following cheques were signed
- **Clerk's Salary for the period ending 30.06.15** - £147.52
 - **Postlebury PCC** – grant towards upkeep of Witham Friary Churchyard £400

8.2 Financial statement to 13.08.15 and bank statements were agreed and signed

8.3 Application for grant to Village Hall

8.3.1 An application had been received from the Village Hall Committee for a similar amount of grant as received in 2014/15. It was proposed by RF, second RN and agreed unanimously to grant £600 to the Village Hall Committee. The Clerk will inform the Village Hall Committee.

Clerk

8.4 Allocation of Wind Turbine money

8.4.1 **Broadband project** - it was noted that Henry Gibson from the Field project would like to come and do a presentation to a public meeting.

8.4.2 CH stated that Open Reach engineers have been seen in the village recently who have stated that fibre optic cabling is to be installed within three months. However Connecting Devon and Somerset state that they were not aware of any plans for the Witham Friary area for higher speed broadband or fibre optics although they would check with Openreach. **Note:** The Connecting Devon and Somerset website shows the area around and including Witham Friary as 'under evaluation'. RF offered to try and find out what is going on.

RF

8.4.3 Mrs Gibson stated Field are committed to rolling out a pilot project and would like to attend the next meeting.

Clerk

8.4.4 **Other projects** – other projects such as the Playpatch and the Village Hall were discussed briefly but it was agreed to defer any decision on the use of the wind turbine money until it is ascertained where the most pressing need is and where applications for grant funding have produced a successful result. The Clerk agreed to send details of the MDC Local Legacy fund to RF.

Clerk

8.4.5 **Payment to Internal Auditor** – it was agreed that the Clerk would purchase a suitable gift for the internal auditor.

Clerk

9 BROADBAND INITIATIVE BY FIELD

9.1 See under item 8.4 above

10 PARKING PROBLEMS

- 10.1 CH reported on problems with vehicles not using the village hall but using the car park as a permanent parking area. RF stated that he had a large sign stating that the parking is for the users of the village hall. It was agreed that this should be re-erected and also some stickers produced to attach to the windscreens of offending vehicles. RF agreed to email the wording of the sign to the Clerk RF

- RF agreed to speak to the owner of a particular vehicle which is parked long term in the car park. RF

11 Witham Water

- 11.1 It was noted that the pipe has now been buried and the pressure has improved. However WS reported a problem which occurred on Sunday 2 August when a junction on the corner outside the village hall blew a coupling which meant that some of the village had no water that day including the farm next door. This was reported at 6.00 a.m. in the morning and not repaired until midnight. However this is not the first time this has happened as the area is on a corner and vulnerable to the traffic travelling over it. It was agreed that this particular area needs strengthening to prevent this happening again. The Clerk agreed to inform MDC. Clerk

12 RECREATION FIELD AND PLAYPATCH

12.1 Playpatch

- 12.1.1 It was noted that an application to the Big Lottery Fund, Awards for All has been submitted.
- 12.1.2 **Key to padlock** – RF will ask about the padlock on the Playpatch and see if a key can be obtained for the contractor. RF

12.2 Recreation Field

- 12.2.1 **Railings** – the Clerk will ask three different companies for quotations for replacement railings. In the meantime WS agreed to remove what is there which is in very poor condition. WS also agreed to see if could arrange to have the hedge cut to tidy up the area. WS
- 12.2.2 **Lighting** – RF has identified an electrician to carry out this work but it was agreed that the light posts need replacing or resetting. RF will ask the electrician about resetting the posts or if new posts are required. RF

13 HIGHWAYS/ROW MAINTENANCE

13.1 The signpost at the end of Bunns Lane, which is the turning off the B3092 Frome/Maiden Bradley road is now completely hidden by the hedge. It used to be on the opposite side of the road but was moved and is now completely obstructed and cannot be seen by oncoming vehicles. The Clerk will contact SCC and point out that this is dangerous. **Clerk**

14 CORRESPONDENCE

14.1 The Clerk had received the following correspondence

- Parish Bulletin (already distributed)
- Email from SALC regarding available funding for establishment of a website to assist small Parish Councils in adhering to the Transparency Code for Smaller Authorities. It was agreed to ask if funding is available for Witham Friary so that a village website can be established for Parish Council use and with links to other organisations. **Clerk**
- Local Plan Part II – email from MDC regarding public consultation on the Local Plan Part II which will involve discussions around the potential for development in villages and therefore also about their character and what makes them special. The formal consultation will commence in the autumn (details contained in the Parish Bulletin). In the meantime Councils have been supplied with a template to complete as a self-assessment toolkit. It was agreed that all Councillors would consider this template with a view to completion. **ALL**

15 MISCELLANEOUS AND FUTURE BUSINESS

15.1 It was reported that an act of vandalism had been carried out at the village hall and the key stolen from the box outside which is where it is kept to provide access to the defibrillator. New locks have now been installed. The Clerk asked about the checking procedure for the defibrillator and agreed to email RF a report on this. **Clerk/RF**

15.2 In the meantime an interim solution was discussed regarding access to the defibrillator and it was agreed that something similar to a 'key safe' on the wall with a list of people to contact who would know the combination to access the key. RF agreed to look into this. **RF**

16 DATE AND TIME OF NEXT MEETING

16.1 The next meeting will take place on Thursday 10 September 2015 at 7.30 p.m. in the Village Hall.