

**MINUTES
WITHAM FRIARY PARISH COUNCIL MEETING
HELD ON THURSDAY 10 SEPTEMBER 2015 AT 7.30 P.M. IN THE VILLAGE
HALL**

Present	Fred Nicholls Will Sheppard Gregory Stevens Colin Horstmann	FN WS GS CH
In attendance	Anthea Brooks, Clerk Henry Gibson, Field Two members of the public	AB
Apologies	Roy Featherstone Richard Nickless	RF RN

ACTIONS

1 EMERGENCY EVACUATION PROCEDURES

1.1 Emergency exits and procedures were explained

2 PUBLIC ACCESS

2.1 Broadband was discussed (see separate item)

3 APOLOGIES FOR ABSENCE

3.1 Apologies for absence were received from Roy Featherstone (RF) and Richard Nickless (RN).

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 13 AUGUST 2015

5.1 The minutes of the meeting held on 13 August 2015 were agreed as a true and accurate record and signed by the Chairman.

6 MATTERS ARISING FROM THE MINUTES OF 13 AUGUST

6.1 **Item 2.1 Footpath marker signs** – the Clerk has requested a supply of footpath marker signs from SCC - ongoing **Clerk**

6.2 **Item 8.1 Bank Mandate** – The Clerk will obtain bank mandates for the new councillors to complete and a change of signatory form - ongoing **Clerk**

- 6.3 **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 and Councillors will inform 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 - ongoing **Clerk**
- 6.4 **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**
- 6.5 **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 to SCC **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**
- 6.8 **Item 8.3.1 Application for grant to village hall –** The Clerk has informed the village hall committee that a £600 grant has been awarded to them
- 6.9 **Item 10.1 Parking Problems –** RF agreed to re-erect the sign stating that parking is for use of the village hall users only. Stickers will be produced to attach to the windscreens of offending vehicles. RF to email the wording of the sign to the Clerk. **Clerk**
- 6.10 **Item 14.1 Funding for establishment of a website –** the Clerk has received the forms in order to apply for funding for the establishment of a website. It was agreed that the Clerk should complete these in order to apply for the funding. **Clerk**
- 6.11 **Item 15.1 Access to defibrillator –** it was noted that a key safe had been installed to allow access to the defibrillator in the Village Hall
- 7 PLANNING – status of current applications**
- **Application 2014/2576/FUL Installation of 208 Solar PV panels (ground mounted) at Gibbons Farm, Holt Lane, Witham Friary for Mr Seth Tabatznik**

7.1 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
- **HMRC PAYE Dec - May** - £198.82
- **SALC Affiliation Fee** - £105.37
- **Came & Co Insurance** - £278.95
- **Shepton Mallet Landscapes** - £816.00
- **PCC of Postlebury (photocopy)** - £23.60

8.2 Financial statement to 10.09.15 was agreed and signed

8.3 **Allocation of Wind Turbine money** – for discussion at the next meeting

Clerk

8.4 **Insurance** – the Clerk reported that the Parish Council insurers – Came & Co – had contacted her to discuss the annual premium. It was confirmed that the Council are contracted to receive insurance cover from Came & Co until 2017. Therefore the previous contact from AON should not have happened and a refund will be requested from them.

Clerk

9 BROADBAND INITIATIVE BY FIELD

9.1 It was reported that there had been a good deal of activity by BT Open Reach in the village and on questioning the various contractors the information was that improved Broadband services would be available within a month and that fibre would be provided to individual premises. However it was thought that this was highly unlikely but it had proved impossible to obtain more information about BT's plans. The Connecting Devon and Somerset website just states that the area is 'under evaluation'.

9.2 Henry Gibson stated that Field will be canvassing the village by delivering cards to every household to ascertain the level of interest in their service. If there is enough interest then a service can be provided to the village by Christmas.

9.3 The following actions were agreed:

- RF had an action from the last meeting to see if he could find out any more about BT's intentions
- Henry Gibson will be meeting with Connecting Devon and Somerset later in the month and will report back
- HG will come back to the Parish Council after he has carried out his survey. This should give time to find out what BT's intentions for the area.

RF

HG

HG

- It was agreed that a notice would be put up in the pub to ask that anyone wanting information about village activities should provide their email address to the Clerk. The Clerk will also post this to the Facebook page **Clerk**
- Consideration will be given to a public meeting regarding Broadband when more is known about what is happening with BT. **Clerk**

10 NEIGHBOURHOOD PLAN

- 10.1 The Clerk informed the Councillors of the meeting of the first Mendip Neighbourhood Planning Forum on 6 October. GS and CH both agreed to attend. **GS/CH**

11 POLICE 101 SERVICE

- 11.1 CH presented a report about concerns regarding the Police 101 service. There had been an incident in the village of vehicles acting suspiciously but it had proved impossible to contact anyone on the 101 service to report this, eventually contact was made with the 999 service. However no feedback had been received on this situation which is very concerning to parishioners.

- 11.2 It was noted that the Mendip Rural Forum meets on 23 September 2015 at 6.30 p.m. at MDC where an item on the agenda is the 'new police operating model' which may be an opportunity to raise concerns. It was agreed that GS and CH would attend. **GS/CH**

- 11.3 It was also agreed that the Clerk would contact the PCSO Mike Storey to attend a meeting to hear the concerns of the Council.

12 LOCAL PLAN PART II

- 12.1 The Clerk presented information about the consultation on the Local Plan Part II which had been posted onto the noticeboard. The drop-in session for Witham Friary village will be at Nunney Village Hall on Thursday 29 October from 2.00 p.m. to 8.00 p.m. and the Clerk will inform the distribution list. Information is also available on the MDC website and at the Council offices. Comments are welcomed on the response form specifically produced for the consultation and this will be discussed again once attendance at the drop in session has taken place. **Clerk**

- 12.2 The template previously distributed to the Council by MDC as a guidance still needs to be discussed and completed. **Clerk**

13 Witham Water

- 13.1 No issues were reported

14 RECREATION FIELD AND PLAYPATCH

14.1 Playpatch

14.1.1 It was noted that the application to the Big Lottery Fund, Awards for All has been unsuccessful mainly because the fund will not provide money to projects costing more than £25,000. It has been suggested that consideration should be given to splitting the project into two phases and making an application for funding for just one of the phases. The Council agreed to this proposal.

14.1.2 The Clerk will check that a submission for funding for phase two can be made even if work has already commenced on phase one. A check will be made with MDC to enquire whether they will release some money for phase one.

Clerk

14.1.3 **Key to padlock** – RF will ask about the padlock on the Playpatch and see if a key can be obtained for the contractor.

RF

14.2 Recreation Field

14.2.1 **Railings** – WS had removed the old railings. The Clerk had received a quotation from Shepton Mallet Landscape Ltd which suggested using oak railway sleepers which would not only produce a sturdy barrier but would create a seating area. It was felt that this was a good idea and the Clerk was asked to contact Shepton Mallet Landscape again for further details on the timber, whether it would be new and whether it would be treated. A further two comparative quotations are required.

Clerk

14.2.2 **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

15 HIGHWAYS/ROW MAINTENANCE

15.1 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 - ongoing

Clerk

15.2 The Clerk reported that Bunns Lane is to be resurfaced and various potholes in the vicinity of the village are to be filled in.

16 CORRESPONDENCE

16.1 The Clerk had received the following correspondence

- Parish Bulletin (already distributed)
- Letter from Mendip Community Transport regarding the allocation of two extra mini buses. MCT will be meeting with Parish Councils to carry out a fact finding exercise to ascertain the transport services required. Witham Friary PC will be clustered with Frome and a meeting date announcement made as soon as possible.
- Email received from SALC asking for experiences from Parish Councils with reference to tractors driving through village centres. The Clerk was asked to respond that whilst Witham Friary do not have similar experiences with local tractor drivers some problems may be encountered with contractors who do not know the areas so well. There is also a problem with the milk tankers who drive dangerously and at excessive speed through the narrow lanes

Clerk

17 MISCELLANEOUS AND FUTURE BUSINESS

17.1 There were no items under this section for discussion.

18 DATE AND TIME OF NEXT MEETING

18.1 The next meeting will take place on Thursday 8 October 2015 at 7.30 p.m. in the Village Hall.