

**MINUTES
WITHAM FRIARY PARISH COUNCIL MEETING
HELD ON THURSDAY 8 SEPTEMBER 2016 AT 7.30 P.M. IN THE VILLAGE HALL**

| | | |
|--------------------------|---------------------------|--------|
| Present | Colin Horstmann | CH |
| | Gregory Stevens | GS |
| | Richard Nickless | RN |
| | Will Sheppard | WS |
| In attendance | Anthea Brooks, Clerk | AB |
| | Tom Hyde (for item 3) | TH |
| | Two members of the public | |

ACTIONS

1 EMERGENCY EVACUATION PROCEDURES

1.1 Emergency exits and procedures were explained

2 APOLOGIES FOR ABSENCE

2.1 Apologies were received from Roy Featherstone (RF) and Fred Nicholls (FN). In the absence of both the Chairman and Vice-Chairman the Councillors present elected Richard Nickless as Chairman for this meeting

3 PUBLIC ACCESS

3.1 Report from Cricket Club

3.1.1 TH made the following three points for consideration

- Drainage – a lateral drain crosses the square which is not a problem other than in dry weather when the soil over it cracks quite badly which makes any cricket ball landing on it behave badly (dangerously). If standing in the car park looking across the field the far left hand corner is very wet. The ditches need to be dug out on an annual basis and the outfall into the river cleared. It was agreed that the Clerk would speak to Shepton Mallet Landscapes to make sure that they have cleared the ditches as required in the maintenance contract.
- Artificial wicket – the provision of an artificial wicket would mean that there could be proper match practices. The cost of an artificial wicket needs to be investigated
- Location of the cricket net – the Cricket Club would not be averse to it being moved so it adjoins any artificial pitch erected on the Recreation Field.

Clerk

3.2 Highways

3.2.1 The Clerk was asked to report the following

Chairman

Date

Minutes 08.09.16

- Tarmac levels to be brought up to the level of the road where paint indicators on the roads indicate repairs are to be made
- Drive at end of Hartsmead – drain higher than the tarmac and similarly outside Friary Cottages.

4 DECLARATIONS OF INTEREST AND DISPENSATIONS AND REQUESTS FOR RECORDING

4.1 There were no declarations of interest. It was noted that the meeting could be recorded if requested.

5 MINUTES OF THE MEETING HELD ON 11 AUGUST 2016

5.1 The minutes of the meeting held on 11 August were agreed as a true record and signed by the Chairman

6 MATTERS ARISING FROM THE MINUTES OF 11 AUGUST 2016

6.1 **Health & Safety policy** – the revised policy will be distributed to Councillors.

RF

6.2 **Witham Water** - the Clerk will write to Fowler Fortescue to see what their future plans are.

Clerk

6.3 **Broadband** – it was agreed to go back to David Warburton again to see if he has an update on the situation and ask him for details of the website which can be used to insert individual postcodes to ascertain the cost of connection. Note: Broadband to be a standing item on the agenda in future.

6.4 **SSE Lighting** – the Clerk had renegotiated the contract.

6.5 **Grant for establishment of website** – The Clerk had spoken to Michael Gorman who runs the Witham Friary website and he has agreed to share the password and access codes so that the Clerk will, in future, be able to post the minutes, agendas and other information directly onto the website herself. The Chairman of her other Parish Council who is a webmaster has offered to assist with this - ongoing

Clerk

6.6 **Seesaw for Playpatch** – it was agreed that the group who had been most involved with the equipment in the Playpatch should decide on the position of the seesaw. The Clerk will email Helena Read

Clerk

6.7 **Carpenter** – it as agreed to purchase a gift for Mike and his family as a gesture of thanks for his work on the benches. It was agreed that this should take the form of a donation towards an annual family pass to Longleat of £150. The Clerk will investigate further

Clerk

6.8 **Conker Tree** – it was noted that a decision has been made on the date for planting (3/4 December) and the Parish Council will be paying for the tree

6.9 **Use of Field** – a group had turned up to play football who said they had permission from R Gould. They were allowed to stay but were told they would need to ask permission from the Council in future. The conditions of use on the noticeboard need to be changed and RN will find the key so that this can be updated.

RN

6.10 **Broken benches** – WS confirmed that he had removed the broken benches and other rubbish from the Recreation Field.

7 **PLANNING – status of current applications**

7.1 **2016/2088/FUL replacement of existing dwelling and barns at Oakwood Farm with a single dwelling and creation of a wildlife pond at Oakwood Farm, Strap Lane, North Brewham for Mr and Mrs Ewins**

7.1.1 The above application was discussed. It was proposed by RN and seconded by CH and agreed unanimously to recommend approval.

7.2 **2016/2149/HSE first floor rear extension to dwelling house at 26 Railway Cottages, Witham Friary for Mr and Mrs Tim Edmonds**

7.2.1 The above application was discussed. It was proposed by WS, seconded by GS and agreed unanimously to recommend approval.

8 **FINANCE**

8.1 **Financial Statement** - The financial statement at 08.09.16 was agreed and signed.

8.3 The following cheques were signed

- **Clerk's Salary for the period ending 31.08.16** - £153.78
- **SSE Carpark lighting** - £40.51
- **Came & Co Annual Insurance** - £306.75
- **Outdoor Play South West – deposit for seesaw** - £1140.00
- **Outdoor Play South West – balance for seesaw** - £1140.00

9 VILLAGE HALL

9.1 It was noted that the next Council meeting on 13 October would be a joint meeting with the Village Hall as agreed at the meeting on 11 August.

9.2 The Clerk had received an email from Jim Rosser who reported that a quote for installation of a storage heater discussed at the last meeting has been requested. Also the Hall have received a special invitation from the National Lottery to apply for a follow-up grant which the Parish Council support unanimously. Two possible projects for any additional funding were listed as a heating system for the main hall and replacement folding doors. The Council agreed that a heating system for the main hall should be a priority.

10 WITHAM WATER

10.1 Nothing to report

11 BUS SERVICES

11.1 The Clerk reported that the new service will start on 21 September and as much publicity as possible is required for the timetable. The Clerk will produced some flyers and a poster and inform those villagers who have been ringing her about the service. A notice will also be placed in the Village Magazine.

11.2 The Memorandum of Understanding for the service was agreed and signed.

12 RECREATION FIELD AND PLAYPATCH

12.1 Playpatch

12.1.1 RF had mentioned the amount of rubbish being left on the Playpatch to the PCSO who agreed to keep an eye on the situation

12.2 Recreation Field

12.2.1 **Football** – a request had been received from Richard Gould to use the pitch again. A copy of his insurance had been provided. It was agreed that the Clerk will draft a letter to RG for approval by Councillors to state that whilst the Council agree to his use of the field it must be under the terms that any grass cutting is done by the Council’s responsible Contractor. Also if the new goalposts have to be moved they should be reinstated after the game is over. He will also be invited to the meeting on 13 October. Once the letter has been agreed it will be sent to RG.

12.2.2 **Artificial Surface** – the Clerk will look into possible funding opportunities for the artificial surface. **Clerk**

13 HIGHWAYS/ROW MAINTENANCE

13.1 Fencing at Quarry Hill Farm to be reported again with kerb stones are protruding into the road. The cones and barricade which has been put up to mark this problem have also been knocked down. **Clerk**

14 CORRESPONDENCE

14.1 The Clerk had received the following correspondence

- Parish Information Bulletin

15 MISCELLANEOUS AND FUTURE BUSINESS

15.1 Nothing to report

16 DATE AND TIME OF NEXT MEETING

19.1 The next meeting will be on Thursday 13 October 2016 at 7.30 p.m. in the Village Hall. Note: this will be a joint meeting with the village hall committee.