

**MINUTES
WITHAM FRIARY PARISH COUNCIL MEETING
HELD ON THURSDAY 14 APRIL 2016 AT 7.30 P.M. IN THE VILLAGE HALL**

| | | |
|----------------------|--------------------------|----|
| Present | Fred Nicholls (Chairman) | FN |
| | Roy Featherstone | RF |
| | Colin Horstmann | CH |
| | Gregory Stevens | GS |
| | Richard Nickless | RN |
| | Will Sheppard | WS |
| In attendance | Anthea Brooks, Clerk | AB |
| | One member of the public | |

ACTIONS

1 EMERGENCY EVACUATION PROCEDURES

1.1 Emergency exits and procedures were explained

2 PUBLIC ACCESS

2.1 There were no items to discuss

3 APOLOGIES FOR ABSENCE

3.1 No apologies were received

4 DECLARATIONS OF INTEREST AND DISPENSATIONS AND REQUESTS FOR RECORDING

4.1 RF declared an interest in any discussions regarding the Village Hall. There were no other declarations of interest. It was noted that the meeting could be recorded if requested.

5 MINUTES OF THE MEETING HELD ON 10 MARCH 2016

5.1 The minutes of the meeting held on 10 March 2016 were agreed as a true record and signed by the Chairman with one amendment, item 6.4 to read 'CH reported that the publican was happy for the Parish Council to use the noticeboard in the 'pub.

6 MATTERS ARISING FROM THE MINUTES OF 10 MARCH 2016

6.1 **Item 6.3 Bank Mandate** – RN to make sure his mandate is returned to the bank the new signatories can then be added. **RN**

6.2 **Item 12.2.2 and item 10.1 - Use of recreation field by outsiders and parking problems.** The Clerk will arrange a meeting with the local PCSO to either meet with RF/RN or to attend a meeting to discuss problems. **Clerk**

Chairman

Date

Minutes 14.04.16

- 6.3 **Recreation Field Car Park – unauthorised parking** – RF had spoken to the owner of the vehicle concerned - complete
- 6.4 **Item 13.21.2 – Health & Safety policy** – RF will work on an update of the policy RF
- 7 PLANNING – status of current applications**
- 7.1 **2016/0471/PAA notification of prior approval to change the use of an agricultural building to a dwelling house with associated building operations on land rear (south west) of Railway Cottages, Witham Friary for Mr K Hutton**
- 7.1.1 This application is still under consideration. The Clerk remarked that the Council’s letter arising from the Extraordinary Meeting held on 24 March was not currently on the website and she had contacted MDC to ask them to amend this error. Clerk
- 8 FINANCE**
- 8.1 **Financial Statement** - The financial statement at 14.4.16 was agreed and signed.
- 8.2 **Appointment of auditor** – it was agreed that the Clerk should approach Mr Owen Hillier to see if he was willing to audit the accounts once again Clerk
- 8.3 **Grant Thornton – notice of audit** – the Clerk had received the notice of audit for Grant Thornton – the date being 24 June.
- 8.4 The following cheques were signed
- **Clerk’s Salary for the period ending 31.03.16** - £147.52
 - **Outdoor Play South West** – remainder of deposit for Playpatch work (reimbursed by Mendip DC) £2661.00
 - **Mark Norris Electrical** – installation of defibrillator cabinet £468.00
 - **Witham Friary Village Hall** – hall hire January to March 2016 £45.00
- 8.5 The Clerk had ascertained that funding from the wind turbine should be received in July. However it was noted that the turbine is not turning on a regular basis and the Clerk was asked to write again and find out the reason for this. Clerk
- 9 DEFIBRILLATOR**
- 9.1 RF reported that the cabinet and defibrillator were now installed on the wall of the Village Hall but is not yet in operation as SWAST are still to include this on their list. It is hoped that this will be done by 15 April.

9.2 RF had also spoken with AED Locator about the training session and the content of the session. It was agreed to book the Village Hall for Wednesday 18 May 7.00 p.m. for 7.30 p.m. The Clerk will advertise this in the Postlebury News and on Facebook and a poster will be put on the pub noticeboard. Clerk/RF

10 BROADBAND

10.1 CH reported that Declan Turner from Connecting Devon and Somerset had stated that the current information was the installation would be complete and working by December this year. However this would mean that the backbone of the system would be available but it would probably be down to individual households to ask to be connected which would come at a cost.

10.2 The Clerk reported that Helen Nicholas had sent an email with a link to register interest in fibre on the Openreach website. The Clerk had also obtained some information about funding from the government to deliver ultrafast broadband speeds to business premises (this was available through the Rural Services Network website).

11 VILLAGE HALL

11.1 There was nothing to report although it was agreed to ask Jim Rosser to attend the Annual Meeting to provide an update. Clerk

12 WITHAM WATER

12.1 Anne Howard reported that the pressure was very low at the weekend. It was noted that some repairs were underway which may have led to this. The Clerk will write to Fowler Fortescue to see what their future plans are. The Clerk had also received an email from Sarah Whittingham at MDC which stated that the most recent tests showed that the quality of the water was within statutory limits. Clerk

13 QUEEN'S 90TH BIRTHDAY CELEBRATIONS

13.1 Anne Howard suggested that the Cricket Club may like to link one of their Sunday games with a barbecue or traditional tea alongside the cricket. RN agreed to speak to Tom Hyde about this suggestion and let the Council know the outcome. The suggested date would be during the celebratory weekend in June. It was noted that on 12 June the Cricket Club have a home game which would be the most favourable.

14 LITTERPICK ARRANGEMENTS

14.1 Guy Maynard-Griffin who had offered to organise the litterpick has been in touch and the Clerk has given him the contact details of the Landscape Group who supply the equipment.

15 PROVISION OF SPORTS FACILITIES FOR CHILDREN/YOUNG PEOPLE IN THE VILLAGE

15.1 It was noted that the Cricket Club intend to hold a Youth Fun Day on 1 May and it was hoped that this might prompt those attending to discuss further future plans for the Recreation Field.. It was agreed to inform Tom Hyde that the Cricket Club could go ahead with realigning the cycle track so that it does not interfere with the run up to the nets. **Clerk**

15.2 A discussion took place about the use of the football pitch. RN proposed and RF seconded that Richard Gould should be approached after the Annual Meeting and asked if the football team will be playing on the Recreation Field next season and if so the Parish Council will require a copy of the fixture list and sight of the insurance documents. It was agreed that there should also be a set of rules and regulations for anyone using the Recreation Field to follow. **Clerk**

15.3 The Council also agreed that it was willing to support village based teams or teams which are substantially made up of people who live in the village and wish to use the Recreation Field. However if outside teams wish to use the facilities then a donation to the costs of the upkeep would be asked for.

15.4 It was agreed that WS would speak to Richard Gould again and invite him to attend the Annual Meeting when the Recreation Field will be discussed. **WS**

16 RECREATION FIELD AND PLAYPATCH

16.1 Playpatch

16.1.1 The Clerk reported that the equipment for the Playpatch should be delivered on 16 May in order for work to start on the refurbishment. It was agreed to ask Helena Read to attend the annual meeting to provide an update. **Clerk**

16.2 Recreation Field

16.2.1 It was noted that the goals on the football pitch owned by Richard Gould have been taken down although some of the residents/children have asked for them to be reinstated. A discussion then took place about the provision of goalposts for the children to use. The Clerk reported that something similar had recently been provided at Leigh-on-Mendip for the village children and she would see if the person concerned who had made the goalposts would consider making another set for Witham Friary and provide the costs involved. **Clerk**

16.2.2. RF had met with Chris Brown from Shepton Mallet Landscapes and discussed risk assessments, COSHH etc. Chris Brown will be sending the relevant documents to RF. Telephone numbers and email addresses were shared with the Cricket Club representative

17 HIGHWAYS/ROW MAINTENANCE

17.1 GS reported that the road surface on the hill at Henleaze was beginning to break up.

17.2 It was noted that the surface is deteriorating near the 'T' junction between Dark Lane and Holt Road. The Clerk will report this

Clerk

18 BUS SERVICE

18.1 Despite assurances to the contrary, notices had appeared which stated that the bus service would cease through Witham Friary from 24 May. The Clerk agreed to speak to Philip Ham, District and County Councillor about this having had an assurance from him that the service would not be stopped.

Clerk

19 CORRESPONDENCE

19.1 The Clerk had received the following correspondence

- SALC – S137 Expenditure limited for 2016/17
- Parish Information Bulletin
- Campaign to Protect Rural England invitation to join
- MDC – Precept Advice of receipt
- Mendip Community Support Bulletin for April
- MDC Discretionary Licence Fees Review and Implementation of Street Trading Scheme
- MDC – Membership Declaration of Interest forms – further information required for two Councillors. The Clerk will deal with this.

Clerk

20 MISCELLANEOUS AND FUTURE BUSINESS

20.1 Nothing reported

21 DATE AND TIME OF NEXT MEETING

21.1 The next meeting will be the Annual Meeting which will take place on Thursday 12 May 2016 at 7.30 p.m. in the Village Hall