

**MINUTES OF A MEETING OF
WITHAM FRIARY PARISH COUNCIL
HELD ON THURSDAY 8 MARCH 2018 AT 7.30 P.M. IN THE VILLAGE HALL**

Present	Roy Featherstone (Chairman)	RF
	Fred Nicholls	FN
	Colin Horstmann	CH
	Will Sheppard	WS
	John Knowles	JK
In attendance	Anthea Brooks, Clerk	AB
	Jim Rosser (for item 7.2)	JR
	Tom Hyde (for item 13.1)	TH
	3 other members of the public	

ACTIONS

- 1 EMERGENCY EVACUATION PROCEDURES**
- 1.1 Emergency exits and procedures were explained
- 2 APOLOGIES FOR ABSENCE**
- 2.1 There were no apologies for absence
- 3 PUBLIC ACCESS**
- 3.1 **Village Hall** – JR stated that on behalf of the Village Hall Committee he wished to thank the Parish Council for its support for the various repairs and renovations which have taken place at the Hall and which are now complete. Internal redecoration has now begin and new curtains will be hung in due course.
- 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 JANUARY
2018**
- 5.1 The minutes of the meeting held on 11 January 2018 were agreed as a correct record and signed by the Chairman.

- 6 MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 11 JANUARY 2018**
- 6.1 **Co-option of New Councillor** – the Clerk will advertise in the magazine for a new councillor. **Clerk**
- 6.2 **Emergency Plan** – RF and JK are working on this together **RF/JK**
- 6.3 **Policy Review** - the Clerk reported that the Financial Regulations, Standing Orders and Code of Conduct will need to be approved at a future meeting. **Clerk**
- 6.4 **Walk Around the Village** – a date to be arranged for this. **RF**
- 6.5 **Use of Playing Field/Car Park** –The Clerk offered to contact Frome Town FC and try and get a meeting arranged. **Clerk**
- 6.6 **Flooding by Seymour Arms** – it was noted that the drains are silted up which is preventing the flood water from running away. Highways are to be informed.
- 6.7 **Purchase of New Defibrillator** – the Clerk had no progress to report on possible funding for the defibrillator but would continue to pursue this. A training session has been organised for 10 April.
- 6.8 **Distgen – Public Meeting** – the Clerk had made contact with Wanstrow PC about the public meeting requested by Distgen. It had been agreed that Distgen should go ahead and book a meeting at Wanstrow and invite parishioners from Witham Friary. Neither Council would have direct involvement with the setting up of the meeting.

7 PLANNING

- 7.1 **2018/0113/FUL New sustainable life time home for disabled use and associated landscaping. Erection of a single dwelling house at Druley Hill Farm, Druley Hill, Witham Friary for Mrs W Uniacke**
- 7.1.1 This application was discussed. It was proposed by RF, seconded by JK and agreed unanimously to recommend refusal because this is a new build in an agricultural setting and as such is not in keeping with the surroundings. The Council also raised a query about what might happen with the original house.

7.2 **2018/0116/FUL Retrospective: retain existing dwelling and mixed use of the site for agriculture, residential and storage at caravan, Bindon Lane to Witham Hall Farm for Mr J Rosser**

7.2.1 JR gave an update on the background to this application. It was noted that an application for conversion of an existing storage building into a dwelling had previously been successful.

7.2.2 The application was discussed. It was proposed by FN, seconded by JK and agreed unanimously to recommend approval because of the established use of the site.

7.2.3 JR then left the meeting.

7.3 **2017/3269/FUL Conversion of barns into 5 holiday lets at Bellerica Farm, Crosselm Road, Upton Noble, Shepton Mallet for Mr A Fuller**

7.3.1 This application was discussed. It was proposed by FN, seconded by CH and agreed unanimously to recommend approval as this would be a sympathetic conversion of buildings which are currently in a derelict state.

8 FINANCE

8.1 **Financial Statement** - The financial statement at 08.03.18 was agreed and signed.

8.4 **Cheques already signed**

- H Crabbe & Son Ltd – work on village hall – balance of invoice £444.00
- H Crabbe & Sons – work on village hall - £420.00

Cheques for signature

- Mr J Rosser – repair to Playpatch gate - £83.50
- SALC – affiliation fees - £106.68
- SSE – Recreation Field lighting - £14.58
- Mendip Community Transport – bus subsidy - December - £52.41
- Mendip Community Transport – bus subsidy – January - £72.41
- SLCC – Annual subscription – shared with Leigh-on-Mendip PC - £57.50
- Mrs A Brooks – Clerk’s Salary for January and February - £320.58
- HMRC – PAYE – Oct – Feb - £144.80
- Miss G Davis – bus fare subsidy - £31.50

9 WITHAM WATER

9.1 It was noted that a survey is being undertaken which is mapping where all the pipes and stopcocks are. It was agreed to ask the Estates Office if the Parish Council could have a copy of this map on completion.

RF

10 BROADBAND

10.1 CH gave a brief update and noted that progress has now been made in all areas.

FB11 VILLAGE HALL

11.1 Nothing further to report

12 BUS SERVICES

12.1 Nothing to report

13 RECREATION FIELD AND PLAYPATCH

13.1 Recreation Field

13.1.2 TH attended the meeting and presented a document entitled Licence to Occupy on Short Term Basis relating to the area known as the Recreation Field, Witham Friary, Frome.

13.1.3 TH reported that the Cricket Club participated in the ECB All Stars National Programme last year which is aimed at 6-9 year olds. A total of 35 children attended which put WFCC in the top five clubs in the county. The majority of the children came from the parish of Postlebury following a leaflet drop in children's book bags at Upton Noble and ECB presentations at Upton Noble and Nunney. The same programme will be undertaken for the forthcoming season and there is a keenness to build on this by looking at starting a Youth Team for the 2019 season. In order to do this the facilities that are currently available were considered and the idea of an artificial wicket has been put forward. This would enable to Club to provide not only match but practice facilities for youth members and it would benefit the wider membership in terms of offering the same facility for the same purpose.

13.1.4 The idea of an artificial wicket is not a new one and when it was first discussed it was going to form part of a possible wider scheme of improving the facilities on the playing field which included a possible all weather playing area encompassing other potential users. This

scheme does not appear to have progressed after an initial burst of enthusiasm.

- 13.1.5 The Development Officer highlighted various grants that would be available towards the provision of an artificial wicket and the development of youth cricket but in order to do so we would need to show some form of agreement between the Council and the Cricket Club in terms of a right to use the recreation field. This could be on the basis of a Licence Agreement which would permit the Cricket Club to use the field in conjunction with other users. The terms and conditions as set by the Parish Council in 2017 form the basis of such use.
- 13.1.6 The Parish Council are asked to answer the following points
- The current state of play on the progress of a possible all weather playing surface, and
 - Whether the Parish Council would be happy to enter into a Licence Agreement with the Cricket Club on terms to be agreed (based on the existing Terms and Conditions) to enable grant funding to be made available to WFCC.
- 13.1.7 The Council discussed the presentation and agreed that it was a good idea and could be used as a template for future developments.
- 13.1.8 A member of the public asked about the drainage problems on the field which could be made worse by the installation of an all-weather pitch. However it was pointed out that any such installation would need to have adequate drainage included in the scheme.
- 13.1.9 TH stated that under the ECB Small Grant Scheme replacement of the covers on the frames had been approved by ECB and SCC subject to the production of this signed document by close of business tomorrow. TH stated that if the PC were in agreement to go ahead he would be grateful if the document could be signed at this meeting.
- 13.1.10 TH stated that the licence would continue until the Parish Council relinquishes their ownership of the field or the Cricket Club dissolves or ceases to exist.
- 13.1.11 It was proposed by CH, seconded by FN and agreed unanimously to sign the licence document as requested by the Cricket Club. The Chairman and Vice Chairman of the Council duly signed the document.

13.1.12 TH left the meeting.

13.2 All Weather Surface – RF reported that the Clerk had forwarded him an email from a company who provide independent reviews and evaluation of suppliers in relation to sports or outdoor playgrounds and also assist and advise on relevant grants to help fund any projects. RF had been in contact with the company but after considering the fees charged it was agreed not to go ahead with this.

13.3 Playpatch

13.3.1 It was reported that during the recent snowy weather some parishioners had made an igloo on the Playpatch around a bench and then invited people to an impromptu gathering. FN stated that he felt that this had health and safety implications for the Parish Council and efforts should have been made to prevent this happening. He suggested that a notice should have been posted on the gate to inform participants that they took part at their own risk which would have exonerated the Parish Council from responsibility. It was agreed that snow conditions need to be included in the Emergency Plan.

14 HIGHWAYS/ROW MAINTENANCE

14.1 Nothing to report

15 CORRESPONDENCE

15.1 Nothing to report

16 MISCELLANEOUS AND FUTURE BUSINESS

16.1 Nothing to report

17 DATE AND TIME OF NEXT MEETING

17.1 The next meeting will take place on Thursday 12 April 2018.