

WITHAM FRIARY PARISH COUNCIL

Mendip District of the County of Somerset

Chairman: Hugo Brooke, hugobrooke@gmail.com

Clerk: Jen Gregory, withamfriary.parishcouncil@gmail.com

MINUTES

Of Witham Friary Parish Council

Held on Tuesday 14th December 2021 at Witham Friary Village Hall

Present: Chair H Brooke, Cllrs J Knowles, C Horstmann, F Nicholls, M Powell

Also Present: J Gregory Proper Officer, plus 2 members of the public

12/21/01 Apologies for absence

Cllr W Sheppard and District Councillor Gay gave apologies for absence

Resolved: Given the circumstances the apologies were accepted.

12/21/02 Declarations of Interest

Members were asked to advise any Declarations of interest in today's agenda items or any pecuniary interests in line with Councils' Code of Conduct.

Resolved: It was noted that no declarations, pecuniary or otherwise were received.

12/21/03 Minutes of the Previous Meeting

To receive the minutes of the meeting held 9th November 2021. Amendments; ROSPER to ROSPA, Hope Farm should be Holt Farm.

Resolved: Minutes of the previous meeting to be amended and would be signed by the Chairman as a correct record.

12/21/05 Planning Applications

To consider the following applications:

21/03282/FUL INFO ONLY	Demolition of existing dwelling, agricultural building with prior approval to convert to 2 dwellings, redevelopment of site and erection of 3 dwellings, replacement agricultural building, associated landscaping and revised access Dreamers Farm, Strap Lane, Brewham, Bruton	23.12.21
2021/2361/HSE	Alterations and improvements to existing residential barn conversion, including the addition of new windows and doors, dormer and rooflight. Tynemead Lodge, Bindon Lane	25.11.21 extended to 16.12.21
Resolved: The Council approved the above		
2021/2517/VRC	Application to vary condition 2 (Drawings) of planning approval 2020/1240/FUL (Demolition of existing buildings and erection of a replacement dwelling with associated works White Oak Farm Strap Lane	07.12.21 extended to 16.12.21
Resolved: The Council noted that the east elevation pictures is inconsistent with the application to vary, as the cladding showed part wood and part rough stone and would point this out when responding otherwise the application was approved.		

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12/21/06

Finance

1. To receive financial statement

A financial statement had been produced by the Clerk with balance on cashbook of £34,432.00 although the Distgen payment of approximately £800 had been notified today.

2. To agree schedule of payments as indicated below

Payment Method	Payee	Amount
BACS	J Gregory Clerk Salary 01.11.21 - 30.11.21 Plus WFH	£270.60
BACS	J Gregory Reimburse of Capital Resolve Payment to SSE of Car Park Lighting	£107.91
BACS	H Brooke Reimbursement of 123 Reg	£86.25
BACS	H Brooke Reimbursement of Indeed Clerk Advert	£97.49
BACS	M Norris Electrical Car Park Lighting	£846.00
BACS	PKF Littlejohn Outstanding Invoice 21.09.21	£240.00
Total Agreed at December PCM		£1,648.25

Resolved: The above payment schedule was agreed

3. To discuss the precept for 2022/23

A budget forecast had been prepared and discussed by members. Cllr Knowles had noted the fall in income but by the same token some of the bigger expenditure items would not be needed. With the Witham Water situation an unknown at present, possible maintenance of the pump track needed plus a general raise in expenditure, members felt it prudent to be mindful of cost and of course the precept could be lowered the following year if there was a clearer picture with Witham Water.

Resolved: To raise the precept to £10027.50 for 2022/23

4. Proposal to move to Unity Bank

The clerk had prepared a paper which had been circulated on the above setting out the issues with the current situation at Natwest. Highlighted within the Unity option was a online dual authorisation process protecting both the Clerk and the Council – this was at a cost of £6.00 per month. Cllr Horstman had found a free “community” Account with Natwest which also provided for the same. The Clerk did not think the Parish Council were eligible but would look into and speak to SALC.

Resolved: Clerk to provide further details of the Natwest option

12/21/08

Reports

1. To receive Chairman’s Report

The Jubilee Committee had received 2 volunteers from the same household. If members were happy with that situation then the Chair would look to contact them and set up. There had also been talk locally about the day and providing a lasting legacy for the village, a parish member at the meeting would be happy to meet and voice suggestions.

Resolved: it was agreed for the Chair to confirm with the volunteers and set up a meeting to look at what suggestions were being floated.

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2. Cllr Nicholls/Powell report on Highways

Potholes had been marked at Holt Road

Grit and the grit bins discussed at length. It would be helpful if any salt could be dropped to Cllr Nicholls for distribution as opposed to the bins were deterioration was more rapid

Resolved: Clerk to speak with MDC about 1-2 tonne dump bags being delivered to Cllr Nicholls's Farm.

3. To receive Cllr Horstmann report on Communications

Nothing to report, however mentioned that in the supporting documents one file came through in Chinese characters

Resolved: Clerk to look at why this has happened.

4. To receive Cllr Sheppard/Knowles report on the Recreation Ground

Cllr Sheppard was looking at the perimeter track with Grass Valet and would be instructed to follow up for a reply. The Conker club had previously advised that they would help with maintenance. Cllr Knowles stated that this was becoming increasing safety led and was difficult to get a bike around as the path was now very small.

Resolved: To chase with urgency Cllr Sheppard and the contract situation with Grass Valet

The car park lights were in and due to be programmed for coming on at an appropriate time. There was a slight increase in the bill to allow for further armour cabling should the Council require more lights at a later stage.

Resolved: To chase with urgency Cllr Sheppard and the contract situation with Grass Valet.

There was a caravan in the car park, originally displaying a note that it was waiting for a tyre, the note has now gone and the caravan hasn't had a replacement tyre. Given the time involved it was felt that we should look to have this moved. A note would be displayed on the village facebook page and the Clerk would look to Mendip to remove it.

Resolved: Appeal for the owner on social media and meanwhile Clerk to look at the removal process.

5. To receive Cllr Knowles report on the Play Patch

Play Patch SW had indicated that they would carry out maintenance before Xmas!

Cllr Knowles felt that the see-saw seat price was excessive but would try and lower the cost, however should this not be possible he proposed that if he could not, that the cost circa £200 be authorised

Resolved: The cost of repair was approved.

6. To receive Cllr Powell report on Footpaths

Cllr Powell stated that the stile by Anne's house had been replaced.

12/21/09

Network Rail

The Howard's have yet to write a letter. No further news to report.

12/21/10

Witham Water

The Chair had written to Ben Jukes regarding communications and the hope of real-time information however a response had not been forthcoming. Discussion ensued regarding outage, pressure, new road into the reservoir and indeed the legal situation of the right of supply.

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Resolved: It was suggested that the Chair write further and ask for a meeting to discuss the points above with an emphasis on better communications.

12/21/11

Policies and Council Documents

The Clerk had been tasked with getting statutory documents and policies together. There would be a schedule of approx. 2 documents per month starting with the mandatory required documents taking Council possibly up to the Annual meeting and then an annual review.

Resolved: It was agreed to adopt the Model Publication Scheme and Data Protection Policy

12/21/11

Further correspondence:

Various Correspondence in relation to the riding school

SW Trading Standards – Avian Flu Notice

Somerset SCO wording for LGB

COVID and further meetings – delegation rights

Resolved: All the above had been briefed by the Clerk and in relation to COVID there would not be a January meeting. All planning matters during this period to be referred by email in the first instance.

Meeting closed at 9.05pm

Next Meeting 8th February 2022 at 7.30pm.

A signed copy of the minutes can be viewed by arrangement via the Parish Clerk.