

**Minutes of the Parish Council Meeting held on
Wednesday 2nd March 2022**

Present: Cllrs Buffy Fletcher, Ros Wyke, Guy Timson, Sue Reece, Sue Isherwood (Chair) and Joanne Tucker

In attendance: Kate Egan – Parish Clerk

Items were taken out of order from the agenda

- 22/251 Welcome by the Chairman**
Cllr Ros Wyke welcomed everyone to the meeting as Cllr Sue Isherwood was not in attendance
- 22/252 Apologies for Absence**
No Apologies had been received from Councillors
- 22/253 Absent**
No Councillors were absent
- 22/254 Co-option of a new Parish Councillor**
The prospective candidate was not in attendance

Cllrs Sue Isherwood and Joanne Tucker arrived at 7.40pm when Cllr Isherwood took over the Chair with apologies for being delayed.

- 22/255 Declaration of Interest and Dispensations**
- (a) To receive declaration of interests from Councillors on items on the agenda**
There were no declarations of interest from Councillors on items on the agenda
- (b) To receive written requests for dispensations for disclosable pecuniary interests**
No written requests for dispensations for disclosable pecuniary interests were received. Cllr Sue Reece has a written dispensation in regard to item 22/362
- (c) To grant any requests for dispensation as appropriate**
No requests for dispensation as appropriate were received
- 22/256 Public Session**
There were no members of the public in attendance
- 22/257 County and District Councillor Reports**
County Councillor Graham Noel was not in attendance and had sent no monthly report. District Councillor Ros Wyke was in attendance and gave a short verbal report. Mendip District Council passed the budget with no cut in services but also allowing for planned projects to proceed. She also promised that a Mendip Parish Council newsletter would be available for all councillors very shortly.

- 22/258 Report from Mark Smith the Webmaster Administrator –**
Mark Smith was in attendance and had forwarded his monthly report prior to the meeting.
- 22/259 To Be Resolved / Discussed**
(b) To ratify the Proposal discussed at the last meeting in regard to the costs regarding upgrades to the website from Tickbox Marketing make a final decision on whether to renew the annual contract with TickBox Marketing for hosting the website.
The Council **RESOLVED** to approve the upgrade in principle by the end of March at a cost of £650 + VAT. A maintenance contract has been requested from TickBox Marketing to cover future upgrades and ongoing maintenance costs. Once received this will be forwarded to Councillors for views.
- (c) Proposal to create a new header widget for the Parish Council website at a cost of £180 + VAT**
The Council discussed the new header widget and decided it was not required at this time but a new page will be produced by Mark Smith to cover all the items relating to the potential development off Roughmoor Lane.
- 22/260 To confirm the minutes of the previous meetings held on 2nd February 2022**
The Council **RESOLVED** that the minutes from 2nd February be accepted as a true record and were signed by the Chair.
- 22/261 Matters arising from the minutes but not on the agenda**
There were no matters arising from the minutes but not on the agenda.
- 22/262 Planning Applications – If other planning applications are received between the date of this notice and the date of the meeting, they may be considered.**
(a) 2021/2913/HSE – Demolition of outside toilet to be replaced by 2 storey rear extension, demolition of lean-to canopy to be replaced by single storey extension, erection of single storey extension, demolition of lean-to to cloak/boiler room to be replaced by single storey flat roof extension to create balcony, erection of extension to outbuilding to create garden office, conversion of garage to create annex and rebuild and extension of porch to front. Brook House, Hollybrook, Westbury Sub Mendip. Update Westbury Sub Mendip Parish Council supported the application but with the condition that the skylights are automatically blinded.
- 22/263 Planning Applications currently being monitored**
(a) Land at Lynchcombe Lane
The enforcement team have opened a case, reference number ENF/2019/0035 and have requested photographs of the caravans, close up and context shots. They are still a bit limited in terms of site visits because of Covid. This was chased on 3rd September and an email was received on 23rd September saying they would respond in full shortly. Response was received on 22nd October saying as soon as something significant happens, the enforcement team will let the council know. **Update** District Councillor Ros Wyke sent an email on the 8th February to the Enforcement Department chasing the situation. A reply has been received stating that the site remains in Breach of Notice and an update from the Legal Team has been requested.

22/259

To Be Resolved/Discussed**(a) Update from Cllr Guy Timson on the bright lights on the Lodge Hill Industrial Estate**

Cllr Guy Timson was unable to follow up from the initial enquiry but following a discussion the Parish Council will formally put in an environmental complaint to Mendip District Council regarding the issue.

(b) Update from Cllr Sue Isherwood on discussions with Priddy Parish Council for a shared Jubilee Beacon Event on Thursday 2nd June.

Cllr Sue Isherwood attended a meeting with Priddy Parish Council regarding a shared Jubilee Beacon for Thursday 2nd June. Priddy Parish Council will be the main organiser but help will be needed to build the proposed bonfire. A further update will be available at the next meeting.

(c) Update from Cllr Sue Isherwood and the communication between the Planning Officer at the AONB and the Planning Officers at Mendip District Council concerning further building development at Broad Road Farm.

The District Councillor will be contacted to raise the issue formally with Mendip District and clarify whether this is an enforcement issue or a lack of understanding from the Parish Council regarding planning issue.

(d) Proposal to reimburse the costs incurred during the distribution of the village survey and other documentation for the Roughmoor Lane Planning Consultation.

The Councils **RESOLVED** those costs can be reimbursed up to a maximum of £100. In order to receive refunds please contact the Parish Clerk.

(e) Discussion and possible proposal on the new location for refurbished Notice Board

Following a discussion, it was suggested to purchase a new metal noticeboard instead of installing the refurbished noticeboard. Prices will be obtained and brought to the next meeting.

(f) Proposal for the Parish Council to send a letter in support of a family in need within the village

The Council **RESOLVED** to write a letter to Aster and Mendip District Council thanking them for their help and support in this matter.

(g) Discussion on the update on progress of the village response to the Church Commissioner's consultation on the development at Roughmoor Lane.

Village meetings have been taking place over the last couple of weeks to discuss the potential development. A public meeting organised by the Church Commissioners' consultants, Lichfields is taking place on Wednesday 9th March between 2pm and 7pm in the village hall. A rota has been drawn up between Councillors so a Councillor will present for the entire time.

(h) Proposal for the date of the Annual Parish Meeting in April

The Council **RESOLVED** to hold the Annual Parish Meeting on Sunday 10th April at 6pm in the village hall. All the village organisations will be invited to give a short presentation.

22/264

Clerk's Report

Due to the amount of information, a separate Clerks report was included as part of the supporting papers.

22/265 Reports from Village Organisations**(a) Westbury Tree Group**

The tree group have finished planting 2,000 trees at Furlong Farm which is a huge achievement.

(b) Robert Glanville Playing Field

The Playing Field received quite a lot of damage during the recent storms with fences and trees down.

(c) Village Hall

Each hirer of the village hall has been asked to complete their own risk assessments and specific Covid risk assessments are no longer required.

22/266 Finance**Bank Balances as at 23rd February 2022**

Current Account £6,016.25

Reserve Account £10,544.94

Receipts

(a) Bank Interest - £0.12 – received by bacs 09.02.22

Payments

(b) Clerks Salary – February -£330.98

(c) Westbury Sub Mendip Village Hall – hall hire - £22.50

The Council **RESOLVED** to accept the above payments and receipts and the Council also **RESOLVED** to accept the additional payments listed below.

(d) Mark Smith – Quarterly Invoice - £92.86

(e) Zoom – monthly invoice – pd by DD £14.39

(f) Tickbox Marketing – Annual hosting - £371.94

22/267 Correspondence

(a) Mendip Monthly from Mendip District Council – forwarded 3.2.22

(b) Mendip District Council Health and Wellbeing Bulletin February 2022 – forwarded 16.2.22

(c) Nomination papers are now available for May 2022 Elections to Somerset Council, Town, City and Parish Councils – forwarded 14.2.22

(d) Local Heritage List – forwarded 16.2.22

22/268 Matters to report / items for next agenda

(a) Nomination papers are now available for the Parish Council and Unitary Elections.

(b) Update on Roughmoor Lane housing development – report on public consultation

22/269 Date and time of next meeting – Wednesday 6th April 2022 to be held in the Village Hall, starting at 7.30pm

Meeting closed 10.10pm