

**Minutes of the Annual Council Meeting held on
Thursday 2nd September 2021**

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

In attendance: Kate Egan – Parish Clerk

21/210 Welcome by the Chairman

21/211 Apologies for Absence

No Apologies were received

21/212 Absent

Cllr Joanna Tucker

21/213 Declaration of Interest and Dispensations

No declarations of interest were received

Cllr Buffy Fletcher requested a dispensation in regard to item 21/220 (b) and 21/222 (e)

Cllr Sue Reece requested a dispensation in regard to item 21/220 (a) and (b)

21/214 Public Session

There were no members of the public in attendance

21/215 County and District Councillor Reports

County Councillor Graham Noel was not in attendance, District Councillor Ros Wyke gave a verbal report

21/216 Report from Mark Smith the Webmaster Administrator

Mark Smith was not in attendance and no report had been forwarded.

21/217 To confirm the minutes of the previous meetings held on 7th July 2021, previously circulated.

The Council **RESOLVED** that the minutes for 7th July be accepted as a true record and were signed by the Chair.

21/218 Matters arising from the minutes but not on the agenda

There were no matters arising from the minutes but not on the agenda

21/219 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) 2021/1765/TCA T1 – Oak – reduce by approx. 2m all over. T2 – Beech – reduce by 1m – 1.5 to shape. Stoneleigh House, Roughmoor Lane, Westbury Sub Mendip Update Westbury-Sub-Mendip Parish Council recommended that the decision be left to the Tree Officer.

- (b) **2021/1513/VRC** Application to vary condition 2 (Drawings) on planning permission 2019/0888/HSE (Proposed erection of 1no. 2 storey annexe to the rear of grade II listed farm house, including remodelling of existing retaining wall and rear garden and associated internal alterations to existing farmhouse). Ash Tree Farm, Old Ditch, Westbury Sub Mendip. **Update** Westbury Sub Mendip Parish Council recommended approval
- (c) **2021/1641/TCA** T1 – Willow – Reduce by 30% T2 – Ash – Sectionally dismantle hedge height. T3 – Lawson Cypress – Reduce by 30%. G1 – Ash – Pollard by 30%. G2 – Leylandii – Sectionally dismantle and remove. G3 – Reduce by 30%. G4 – Leylandii – reduce to 6ft. G5 – Sectionally dismantle and remove. Hillview, Lynch Lane, Westbury Sub Mendip. **Update** Westbury Sub Mendip Parish Council recommended approval

21/220

Planning Applications currently being monitored

- (a) **Land at Lynchcombe Lane, and Shepherds Barn, top of 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. **Update** An email will be sent asking whether a site visit had been carried out and the outcome.
- (b) **Shepherds Barn, top of Lynchcombe Lane.** The enforcement team have opened a case, reference number ENF/2020/0190. A full review of the case is being carried out; additional information has been requested before a site visit can be carried out. **Update** Following a discussion it was decided to monitor the situation for this year as the season has nearly finished but the owners will be asked if tents could not be erected on the footpath running through the field

21/221

Policies

- (a) **Standing Orders**
The Council **RESOLVED** to approve the Standing Orders
- (b) **Financial Regulations**
The Council **RESOLVED** to approve the Financial Regulations
- (c) **Code of Conduct**
The Council **RESOLVED** to approve the Code of Conduct

21/222

To Be Resolved

- (a) **Discussion and possible proposal to move the Parish Council website to another provider.**
This was deferred to the next meeting
- (b) **Proposal to set up a Business PayPal account in order to pay the monthly fee for Zoom instead of the Clerk claiming through expenses.**
The Council **RESOLVED** to set up a Business PayPal account for the Parish Council
- (c) **Proposal for the Parish Council to contribute towards costs for the Clerk to attend the annual SLCC Conference on 13th and 14th October.**
Contribution being requested is £75.00
The Council **RESOLVED** to contribute £75.00 towards the cost of the Clerk attending the SLCC Conference.

(d) Proposal to consider purchasing and installing a Beacon for the Queens Jubilee next year

This was discussed and it was agreed that Westbury Friendly Society would be approached as to whether they would like to organise lighting a beacon for the Platinum Jubilee next year.

(e) To note the offer of a gift of a field within the Parish, to agree in principle to accept ownership with a management structure similar to the Playing Fields and to set up a Working Party to progress the matter.

Following a discussion, it was noted to agree in principle the gift of a field within the Parish. Quotes will be obtained for the costs for preparing the legal paperwork, this will be brought back to the next meeting. Cllr Buffy Fletcher will progress applying for a Mendip District Council grant to cover the costs.

(f) Proposal to approve the ideas for grant application for Opening Up Safely and Reconnecting Community Fund

Cllr Guy Timson will prepare an application on behalf of Robert Glanville Playing Fields, once completed it will be forwarded to the Clerk to submit.

(g) Discussion for the repairs required to the Old Railway Shelter on the Playing Fields

Cllr Guy Timson kindly offered to carry out the repairs.

21/223

Clerk's Report

(a) The Council have been contacted by the Community Shop on their plans to create a community garden and to install a gate in the back wall of the garden. A vehicle access is also being considered so delivery vehicles can pull off the road.

(b) Announcement made on 21st July – Local Government Secretary Robert Jenrick MP, decided to implement subject to Parliamentary approval, the proposal for a single unitary council for the whole of the existing administrative county of Somerset. A single unitary council will be formed on 1st April 2023 to replace the county's five existing county and district councils.

(c) The local PCSO has contacted the Parish Council in order to set up some Police Beat Surgeries in the village. Dates have been advertised in the Parish Council Newsletter

(d) The deadline for the Scarecrow competition was Tuesday 31st August, more details on winners will be published when they are available. **Update** Cllr Guy Timson agreed to display the submitted scarecrows at Court House Farm and to organise the judging within the next two weeks

(e) Cllr John Millbank has resigned as Parish Councillor and the Parish Council would like to thank him for his work over the years and wish him all the best for the future. The Elections Team at Mendip District Council have been notified, a notice has been published and confirmation will be received in due course to whether a by-election needs to be held or whether the Parish Council can follow the co-option route.

21/224

Reports from Village Organisations

(a) Robert Glanville Playing Fields

The maintenance is ongoing, the grass is being cut regularly, RoSPA have carried out the annual inspection and have raised some minor recommendations. New swings have been installed and the number of users is increasing.

(b) Westbury Sub Mendip Village Hall

A questionnaire has been sent round to residents asking for opinions on the return of the film shows, whether they are happy with the social distancing and if they would like refreshments and whether they would be happy to attend the film nights. Bookings for the hall are also increasing.

21/225

Finance**Bank Balances as at 9th August 2021**

Current Account £696.32

Reserve Account £23,544.03

Receipts

(a) Hire of two gazebo's - £50.00

(b) Hire of one gazebo - £25.00 received via bacs 19.08.21

(c) Bank Interest - £0.19 received 09.07.21

(d) Bank Interest - £0.20 received 09.08.21

Payments

(e) Mark Smith – Website Administrator - £157.50 – paid 07.07.21

(f) Zoom Invoice June and July - £28.78

(g) Transfer of £5,000 from the Reserve Account to the current account

(h) SALC – Affiliation Fee and annual payment to NALC - £220.98

(i) Clerks Salary – July 2021 - £330.98

(j) Clerks Salary – August 2021 - £330.98

The Council **RESOLVED** the above receipts and payments.

21/226

Correspondence

(a) Neighbourhood Planning Training on 8th September – forwarded 23.07.21. Cllr Buffy Fletcher, Ros Wyke and Sue Isherwood are attending.

(b) Somerset Bus Back Better feedback form – forwarded 28.07.21

(c) Somerset County Council Bus Consultation – forwarded 28.07.21

(d) National Resilience Strategy Call for Evidence – forwarded 01.08.21

(e) Help to Help Yourself – views needed – forwarded 01.08.21

(f) Opening up Safely and Reconnecting Community Fund – forwarded 01.08.21

(g) Mendip District Council – Planning Bulletin Phosphate Newsletter – forwarded 06.08.2021

(h) Training Events with Breakthrough Communications – forwarded 08.08.21

(i) Consultation on the Gambling Statement of Gambling Principles 2022-2025 – forwarded 18.08.21

21/227

Matters to report / Items for next agenda

(a) Update on 20mph zone around the school

(b) Speeding in the village

21/228

Date and time of next meeting – Wednesday 6th October 2021 to be held in the Village Hall, starting at 7.30pm

Meeting closed 10.00pm