

MILBORNE PORT PARISH COUNCIL

Minutes of the Full Parish Council Meeting held on Tuesday 3rd July 2018 at 7pm at the Town Hall

Present: Mr R Douglas (Chair), Mr M Ritchie, Mr M Lancaster, Mr C Laughton, Mr R Tizzard, Mr T Campbell, Mrs A Flynn, Mrs M Lock, Mr P Lock and Mr G Crudgington

Also Present: Emma Curtis – Parish Clerk

Public Question and Comment Time

There were seven members of the public in attendance.

The Chairperson of the Village Hall Management Committee (VHMC) asked if the Parish Council were responsible for the community website as a potential client had been wrongly advised that the Camelot Room was double booked after emailing for information via the community website. She explained that this was an important customer and the VHMC had been made to look silly and the misinformation had caused a lot of confusion. The Chairperson went on to explain that due to the new GDPR regulations the VHMC were extremely careful in sharing people's information and should anyone wish to advertise on the website they were signposted directly to the community website. It was understood that emails via the community website went directly to Mr Oldham and Mr Douglas confirmed this would be discussed upon his return. The Chairperson stated they were hoping to resurrect the old VHMC website.

A gentleman stated that he was present, along with two others, on behalf of the Friends of Milborne Port Library (FOMPL) in connection with item 10. He commented that he would like to get the Working Party with Mrs Flynn and Mr Stewart up and running. Mr Douglas commented that he had replaced Mrs Flynn on the Working Party and would confirm a date to meet within the next few days. He also stated that the Clerk had secured an extension for comments from the Parish Council regarding the library consultation and a draft response would be considered under item 10. The gentleman also asked if the wall along the A30 would be repaired any time soon. Mr Lock confirmed that the Commonalty Charity Lands were in the process of gaining quotations for the work.

A lady stated she was present regarding the planning application for the Annexe at Higher Farm Barn and could answer any questions if required.

To conclude another resident stated he was there to hear the update about the Redcliffe Homes development. Mr Douglas stated the application had arrived too late for the July meeting and would be considered at Full Council in August, but that Mr Tizzard was providing an update under item 9.

Receive any reports from County Councillor William Wallace, District Councillor Sarah Dyke and Parish Councillors

County Councillor William Wallace – No report received

District Councillor Sarah Dyke – No report received

Mr Douglas – Confirmed he was participating in a mediation process with a resident regarding the bus shelter but as the process was confidential he could not divulge further information. He hoped progress was being made and a further meeting had been arranged for the following week.

Mr Lock – Stated the South West in Bloom judges were attending on Tuesday 10th July and would be taking a tour of the village. He stated the Ranger had this year undertaken weed spraying around the verges in the village. Mr Laughton commented that Mr Duckworth had commented that the village was looking great.

Mr Edmonds – Commented that the resident who maintains the corner of Gainsborough had been unable to do so recently so his daughter had undertaken the task of watering the flowers. He stated that she was having to walk to the allotments to collect water. Mr Douglas responded she was more than welcome to use water from his home and an outside tap was available.

1. **Apologies for Absence:** Received from Mr J Oldham and Mr I Stewart. Reasons for absence accepted.
2. **Declarations of Interest:** Received from Mr Tizzard, agenda item 5.1, *used to live adjacent to Higher Farm Barn and retains the cider orchard adjoining*, Mr Douglas, agenda item 5.1, *lives adjacent to the Medleycott Centre*, Mrs Flynn, agenda item 5.1 *used to live at 31 Prankerds Road* and Mr Lancaster, agenda item 12.1, *working with Citizens Advice Bureau*.
3. **Minutes of the Full Parish Council meeting held on Tuesday 5th June 2018** after minor amendments were approved and signed as an accurate record of the meeting.
4. **Circulation of the draft Planning and Open Spaces and Footpaths Committee minutes dated Tuesday 19th June 2018** was noted.
5. **Planning**
- 5.1 **The following Planning Applications were considered:**
 - 18/01608/FUL** Erection of first floor extension and input window ground floor
31 Prankerds Road
No Objections
 - 18/01736/LBC** Refurbish and alter the existing building into a restaurant with proposed side extension and provision for car park. Works also include demolition of existing side extension
Medleycott Centre, Gainsborough
No Objections
 - 18/01428/FUL** Change of use of holiday let/annexe to become an independent self-contained dwelling
Annexe Higher Farm Barn, Wick Road
No Objections
6. **Review and update Action:** The Action List was reviewed and updated. The Clerk was requested to circulate the updated Action List following the meeting.
7. **Consider request and quote to prune hornbeam trees at Church Place:** The quotation received to prune the 9 hornbeam trees at Church Place for £560 plus VAT was considered. Mr Lock proposed the quote was accepted, this was agreed by Mr Douglas and all voted in favour to accept the quote. It was therefore resolved to undertake the pruning of the hornbeam trees.
Action – Clerk to instruct contractor and write to residents of Church Place

- 8. Note receipt of Area East Grant Award letter for safety improvements at Springfield Road Car Park:** Councillors noted receipt of the Area East Grant Award letter for car park safety improvements at Springfield Road Car Park and the Clerk drew their attention to the conditions of the grant particularly the condition stating that written confirmation of all necessary permissions to carry out the work be provided.
- 9. Redcliffe Homes update:** Mr Tizzard confirmed that the amended application would be considered by Full Council at their next meeting on Tuesday 7th August. He suggested that all Councillors familiarise themselves with the latest submissions from Redcliffe Homes prior to the meeting which had been submitted following dialogue between the Parish Council and Redcliffe Homes. Mr Tizzard confirmed that members of the Planning Committee had formulated a working party to understand all aspects of the amended plans and to gain a detailed perspective which included the questionable width of the proposed pavement opposite the site. Mr Campbell commented he had spoken directly to the Highways department who were yet to assess the amended plans but that he had been given a direct email address to Highways engineers to direct all observations to. A member of the public asked whether residents were welcome to submit their views to the Parish Council. Mr Tizzard responded that the Council would welcome their comments and views and that he would be happy to meet with any residents wishing to discuss the proposals. Mr Lock questioned if the Parish Council had a “winning post concept” as to the number of houses and car parking spaces on the site. He stated he was concerned due to the insufficient parking on both the Cavanna and Bellway sites as the parking ratios did not suit the community of Milborne Port. Mr Tizzard stated that this had not been discussed but that SSDC would have regulations and ratios to abide by but that he did not currently support the ratios submitted by Redcliffe Homes. Mrs Lock stated that the Parish Council had expressed concern about the lack of parking at the Cavanna site and their comments had been ignored and since the build the SSDC Planning Department had admitted they were wrong. Mr Tizzard reminded Councillors that the application was currently only at outline stage and that further details including density, car parking and widths of roads would be confirmed at full application stage and that the Parish Council could request a condition regarding car parking numbers. Mr Campbell commented that he was keeping a close eye on Highways compliance.
- 10. Library update:** Mr Douglas confirmed he had circulated a brief and draft response to Councillors and provided information about the Libraries Consultation and work of the Friends of Milborne Port Library (FOMPL) and Friends of Somerset Libraries (FOSL). Mr Tizzard and Mrs Flynn stated they were both happy with the draft response produced by Mr Douglas. Mr Tizzard proposed the document was submitted, this was seconded by Mrs Flynn and all voted in favour of the Clerk submitting the response to the County Council. It was resolved to send the response to Somerset County Council. Mr Tizzard commented that the revised plans from Redcliffe Homes made provision for a community hub, suggested by District Councillor Sarah Dyke, and asked members of the FOMPL whether this may be a good location for the library should it need to move premises, along with providing meeting rooms for the village. Redcliffe Homes had asked if there was genuine demand for a community hub and that comment should be made to Redcliffe Homes now, that in principle, it would be a good location for a library. This was supported by members of the FOMPL at the meeting stating they wished to keep the library no matter how small. Mr Tizzard suggested they provide feedback on the size requirements for the library. The Chairperson of the VHMC questioned whether

further meeting spaces were required within the village when halls were already available.

Action – Clerk to submit response to the Libraries Consultation

11. Finance

11.1 Receipt of current Financial Statements dated 31st May 2018 was noted.

11.2 The following **Payments** were approved:

South Somerset Playdays (Reissued cheque)	£280.00
Emily Francis – Temporary Town Hall Cleaner	£80.00
Emma Curtis – Burial Fees (Hornby x 2)	£40.00
Midwest Office Equipment Inv: 00049796 - Stationery	£81.21
DL Crease – Inv: 50625 – Electrical socket in WI room	£74.40
DL Crease – Inv: 50715 – Electrical works in Town Hall	£420.00
K M Dike Nurseries – Inv: 336 – Grounds maintenance	£1,128.98
Rialtas Business Solutions – Inv: SM19113 – Annual Software Support	£142.80
Mr S Davis – Inv: 51 – Handyman	£267.40
Mr S Davis – Inv: 52 – Handyman	£500.40
Ever So Cleaning – Inv: 27139 – Toilet rolls for Cricket Pavilion	£30.60
Gordon Morris – Inv: 12654 – Hearing loop service	£209.40
SSDC – Inv: 06000036495 – Parish Ranger	£150.96
Midwest Office Supplies – Inv: 00049855 – Stationery	£16.30
Midwest Office Supplies – Inv: 00049856 - Stationery & cleaning supps	£109.25

11.3 The following **Direct Debits** were noted:

BT – Mobile Phone	£18.00
Wessex Water	£52.63

11.4 Approve and sign bank transfer request to transfer £50,000 from the deposit account to current account – The bank transfer request was approved and signed by Mr Ritchie and Mr Laughton.

12. Correspondence

12.1 The following **Correspondence** was considered:

- Email from resident regarding the Playing Fields and the use of helicopters – It was agreed for this email to be considered at the Clean and Safe Playing Fields Working Group meeting.
- Letter from Citizens Advice South Somerset requesting grant – It was agreed not to support this request as it was from the Yeovil branch and most Milborne Port residents would use the Sherborne office.
- Response from landowner regarding plot of land at Springfield Road – It was agreed to write to the landowner stating that the Parish Council was not prepared to move forward if he kept demanding conditions and that he must agree to pay the District Valuers fees regardless of the conclusion of the matter.
- Letter from requesting regarding plaques on trees at Station Copse – It was agreed that plaques could be placed on trees.
- Email regarding dog fouling at the Playing Fields – It was resolved to consider this email at the Clean and Safe Playing Fields Working Group meeting.

12.2 The following **Correspondence** was noted:

- Email from Primary School PTFA thanking the Parish Council for their grant
13. **Newsletter and Communications:** No items were raised to be publicised.
 14. The date of the next **Full Parish Council Meeting** was confirmed as **Tuesday 7th August 2018.**

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