

MILBORNE PORT PARISH COUNCIL

Minutes of the Full Parish Council Meeting held on Tuesday 4th December at 7pm at the Town Hall

Present: Mr J Oldham (Chair), Mr T Campbell, Mr C Laughton, Mrs M Lock, Mr P Lock, Mr J Edmonds, Mr T Carty, Mr A Fletcher, Mr M Lancaster and Mr M Ritchie

Also Present: County Councillor William Wallace
Emma Curtis – Parish Clerk

Public Question Time

There were six members of the public in attendance, no questions were asked.

Mr Phil Holdcroft was present from Landmark Estates regarding the planning application for the proposed new Co-op at Gainsborough. Mr Holdcroft provided an update on the planning application and new layout of the shop which had been made to aid comments provided from Highways. Mr Holdcroft informed Councillors that the community engagement had been successful with 94% of residents who engaged in the process in favour of the new shop and 6% against. The main reason for those against the proposed shop were due to its location. Mr Edmonds commented about vehicle and delivery transport access which Mr Holdcroft explained along with stating that the new shop would be serviced by rigid axle vehicles and not larger HGV's. Mr Fletcher asked whether provision had been made for cyclists and pedestrians. Mr Holdcroft responded that cycle stands were being provided along with a dedicated pedestrian lane.

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

County Councillor William Wallace – Councillor Wallace reported that after Highways had informed Parish and Town Councils, they would not be providing rock salt for the coming Winter, they had made a U-turn and had reinstated the provision of grit for parishes. The Clerk commented that she was disgruntled about this as despite chasing Highways since early October, had been told that grit would not be provided but could be purchased through Highways, but that Highways had not put a purchasing system in place. Due to this, the Clerk had ordered a delivery of rock salt privately. Councillor Wallace confirmed he would follow his up with Highways. Councillor Wallace reported that in 2017 there had been 22 deaths on Somerset roads which was down on previous years. To conclude, Councillor Wallace provided an update on the Small Improvement Scheme road crossing application stating that he had received comments that the proposed crossing had challenges, but that Highways were keen to find a solution and were optimistic in moving the application forward in the new financial year. It was agreed that Mr Campbell would produce a specification for the proposed crossing.

District Councillor Sarah Dyke – No report received

PCSO John Winfield – No official report received but PCSO Winfield commented that he was working with the Speed Enforcement Team to catch speeding vehicles coming into the village from Sherborne. He stated that there had been no recent incidents of antisocial behaviour at the Playing Fields. Mr Laughton asked whether anything could be done about the cars parking on pavements throughout the village and that he was lodging a formal complaint. PCSO Winfield responded that he would investigate this issue but that it was a widespread issue and a common-sense approach had to be undertaken.

Mr Oldham – Reported that he had attending a recent Council Tax seminar and was present at the Regulation Committee when the Redcliffe Homes planning application was approved. Mr Oldham stated that he and Mr Douglas had attended a meeting in Wincanton regarding Neighbourhood Plans and that this would be an agenda item in January. He commented that the working party looking at the solar grant process was nearing completion, and this also would be on the January agenda. Mr Oldham commented that members had been made aware an accident had occurred at Springfield Road car park and concluded by reporting that himself and the Clerk had attended Fire Warden Training and were now the designated Fire Wardens for the Council.

1. **Apologies for Absence:** Received from Mr R Douglas, Mr R Tizzard, Mr G Crudgington and District Councillor Sarah Dyke. Reasons for absence accepted.
2. **Declarations of Interest:** Received from Mr Lancaster, agenda items 5.3 and 11.4, *coordinating the Planning Inspectorate appeal at the Village Hall and member of the Village Hall Management Committee*; Mr Oldham and Mr Laughton, agenda item 11.4, *governors of Milborne Port Primary School* and Mr Carty and Mr Fletcher, agenda items 5.1 and 5.3, *members of community working party regarding planning applications*.
3. **Minutes of the Full Parish Council meeting held on Tuesday 6th December 2018** following proposal from Mr Ritchie which was seconded by Mr Laughton with all members voting in favour the minutes were approved and signed as an accurate record of the meeting.
4. **Circulation of the draft Planning Committee meeting minutes dated Tuesday 20th November 2018** was noted.
5. **Planning**
- 5.1 **The following Planning Application was considered:**
18/03295/FUL Erection of a convenience store
Land off Gainsborough
No Objections
- 5.2 **The following Planning Application was noted:**
18/03292/FUL The installation of an internal and external wall mounted inverter heat pump/air conditioning unit
Town Hall, High Street
- 5.3 **Establish working party for Station Road Planning Appeal:** Mr Oldham reported that the planning appeal would be taking place on the 22nd January 2019 at the Village Hall and that it would be worthwhile forming a working party to prepare the Parish Council report for the appeal hearing. This proposal was accepted and Mr Carty, Mr Campbell, Mr Ritchie and Mr Oldham volunteered to form the working party. Mr Carty commented that the site next to the Redcliffe Homes land was now up for sale and that the Parish Council should seek a degree of clarity regarding any future developments within the village particularly in respect of roads and the school. Mr Carty stated that any historic defences that the village had against development had diminished and should the Parish Council choose to oppose any future planning applications they would need to be based on robust facts.
Action – Mr Carty, Mr Campbell, Mr Ritchie and Mr Oldham to form working party.

6. **Review and update Action List:** The Action List was reviewed in detail. The Clerk will update and distribute the Action List following the meeting.
7. **Update on complaint regarding Cllr Crudgington:** Mr Oldham requested that members deal with this item with an amount of courtesy and that following the serious complaint made at the previous meeting both he and the Clerk had spoken with the complainant. Mr Oldham confirmed that he had also spoken with the Planning Department and that they had confirmed there were no illegal activities at the property in question. Mr Oldham stated that the Clerk had written to Mr Crudgington and asked him to attend a meeting to discuss the issue but that he had refused to attend. He reported that the Monitoring Officer had been made aware and that they felt an appropriate route may be for the complainant to involve the police. Mr Oldham concluded that other complaints had previously been received and that Mr Crudgington continually goes against Council decisions. Mr Lock suggested that the Council make a formal statement that they do not support Mr Crudgington, however, the Clerk advised that SALC recommended this not be done at this stage.
8. **Consider issuing Town Hall key to PCSO:** Mr Oldham reported that the PCSO had requested a key for the Town Hall so that he could base himself in Milborne Port some days. All members voted unanimously to provide the PCSO with a key to the Town Hall.
Action – Clerk to supply PCSO with key to the Town Hall
9. **Consider the purchase of a mobile Speed Indicator Device:** The Clerk reported that the owners of Ven House had kindly agreed to donate £2,500 towards the purchase of a mobile Speed Indicator Device which could be used at each entrance to the village and requested that members consider the purchase with the Council providing any shortfall in the purchase price. Mr Lock proposed the Council go ahead with the purchase and make up any shortfall in funding, this was seconded by Mr Lancaster with all members voting unanimously to purchase a mobile SID. The Clerk stated she would write to the proprietors of Ven House to thank them for their generosity. Mr Lancaster, Mr Lock and Mr Laughton volunteered to be trained in the installation of the SID once purchased. Mr Oldham reminded Councillors that the Parish Council had been advised a permanent SID in one location was not possible.
Action – Clerk to proceed with the purchase of a SID and arrange training for members
10. **Library Update:** Mr Oldham reported that the Parish Council Expression of Interest (EOI) had been accepted by Somerset County Council and that two other EOI's had been rejected. Mr Oldham explained that the EOI had been accepted on condition that the Town Hall house the library on a temporary basis and that assurance was sought from Redcliffe Homes that the community hub can house the library once built. Mr Oldham requested approval to engage with Redcliffe Homes to seek assurance and discuss timescales; approval was given by Councillors. Mr Oldham commented that another condition was that the Town Hall have a stair lift installed which Mr Fletcher commented was a statutory obligation. The Clerk and Mr Oldham commented that it was hoped the installation of the stair lift may be imminent. A discussion took place as to how the library should be run, staffing levels and the most appropriate way for the library to be funded. It was considered it may best be funded under S137 as the Parish Council does not currently have the General Power of Competence. Opening hours were also considered. A member of the Friends of Milborne Port Library reported that other libraries in the County were

being offered between £5,000 - £15,000 a year but Milborne Port had only been offered £2,000. It was agreed to follow up the reasoning for this with the Library service. The gentleman also reported that the group were not optimistic they would garner much volunteer support. It was resolved by all to budget for the library and agreed that management issues would be ironed out in due course. Mr Lancaster asked how reliant the Council were on the proposed community hub as he doubts the hub may ever materialise as it appeared the applicant had retracted their offer and were now relying on a survey to see if a hub is required. He commented that he was not convinced by the developer and the Council should be careful putting their eggs in one basket believing it may be a new home for the library. Mr Oldham responded that Redcliffe Homes had requested that the PC provide a business case for the hub and had stated in they would be building the hub based based upon a sound business case.

11. Finance

11.1 Receipt of the Financial Statements dated 30th October 2018 was confirmed. No issues were raised.

11.2 Election of Finance Committee Chairman for the remainder of the 2018/19 year: In his absence Mr Oldham stated that Mr Douglas had offered to become the Finance Chairman for the remainder of the year. All members voted unanimously that this offer was accepted, and it was resolved that Mr Douglas would be Finance Chairman for the remainder of the financial year.

11.3 Consider charges for the year 2019/20:

- **Cemetery Fees** – It was resolved to keep cemetery fees the same.
- **Allotment Fees** – It was resolved to increase a full plot to £38 and a half plot to £19
- **Town Hall Hire Fees** – It was resolved to keep Town Hall hire fees the same.

11.4 Consider Grants and Donations budget for the year 2019/20 including grant applications from:

- **Milborne Port Primary School** – It was resolved to award the full grant request of £1567.
- **Village Hall Management Committee** – It was resolved to award the full grant request of £1536
- **Commonalty Charity Lands** – It was agreed to award the request of £1,000 but to remove this yearly funding from the grants budget.
- **Playing Fields Management Committee** – After long discussion it was resolved to award the full grant of £4145 on the proviso that a detailed breakdown of expenditure is provided to the Council on how the funds will be spent. It was also resolved that members of the Council join the PFMC and in the coming year a formal format and methodology of how the Council works with the PFMC is designed.

11.5 Consider Budget, Precept and Action Plan for the year 2019/20: The proposed budget was considered and discussed in detail. It was resolved to finalise the budget and agree the precept at the January 2019 meeting.

11.6 The following **Payments** were approved:

Mrs E Francis – Town Hall Cleaner	£100.00
K M Dike Nurseries – Grounds maintenance Inv: 425	£1,680.98
Valuation Office – Land Valuation Inv: 25000068322018	£660.00
Central Convenience – Mower Fuel Inv: 533	£10.00
Greenslade Taylor Hunt – Assets Valuation	£1,140.00
Westree Company – Tree Works Inv: 930	£576.00
SSDC – Dog Bin Emptying Inv: 06000037857	£254.40
Fireline – Fire Warden Training Inv: 59633	£180.00
Bradford's Building Supplies – Rock salt Inv: 10456312	£187.56
Mr S Davis – Handyman Inv:53	£443.79
Mr S Davis – Handyman Inv: 54	£184.80
Mrs E Curtis – Reimbursement for postage and cleaning supplies	£25.64

11.7 The following **Direct Debit** was noted:

BT – Mobile Phone	£18.00
-------------------	--------

12. Correspondence

12.1 The following **Correspondence** was considered:

- Letter from the Playing Fields Management Committee regarding sale of land at Springfield Road – The Clerk was requested to write to the PFMC to ask for their reasons against the sale of the land and to write to Mr Falbo to keep him informed of proceedings.
- Email from SALC regarding The Public Sector Bodies (Websites and mobile applications) Accessibility Regulations 2018 – Mr Oldham and the Clerk confirmed they were looking at accessibility on the community website.

13. Newsletter and Communications: It was agreed to publicise the library and budget, purchase of SID, the PCSO presence in the Town Hall and the Planning Appeal on 22nd January 2019.

14. The date of the next **Full Parish Council Meeting** was confirmed as **Tuesday 8th January 2019.**