

MILBORNE PORT PARISH COUNCIL

Minutes of the Full Parish Council Meeting held on Tuesday 6th November 2018 at 7pm at the Town Hall

Present: Mr J Oldham (Chair), Mr R Douglas, Mr M Ritchie, Mrs M Lock, Mr P Lock, Mr C Laughton, Mr R Tizzard, Mr T Campbell, Mr T Carty and Mr J Edmonds

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

Public Question and Comment Time

There were nine members of the public in attendance along with two PCSO's. Mr Oldham welcomed newly elected Councillor Mr Carty and stated that a further vacancy had occurred and would be filled via a By-election. Mr Oldham encouraged members of the public to stand for the position.

The owner of Claire's Catering, Claire Andrews, read a statement regarding Mr Crudgington harassing her and her family for seven months, accusing her of illegally trading from her home. Mrs Andrews detailed how Mr Crudgington's behaviour had been unusual as he had been parking in his car watching her family along with accusing her of running a restaurant and nightclub from her home. She stated that Mr Crudgington had been speaking to her neighbours making slanderous comments and had been undermining her professional integrity with untrue rumours. Mrs Andrews commented that Mr Crudgington's behaviour was having a detrimental affect on all areas of her family's live and stated she felt let down by the Parish Council for allowing Mr Crudgington to continue as a Councillor. Mrs Andrews asked the Chairman what could be done about his behaviour. Mr Oldham responded that the Parish Council had no powers to sanction Mr Crudgington and that the authority lies with the Monitoring Officer and Standards Committee. Mrs Andrews commented that it was a farce that nothing could be done and that the public should be protected, and Mr Crudgington should not be allowed to be a Councillor. Mr Douglas commented that Mr Crudgington's behaviour was inappropriate and as Mr Crudgington's behaviour could be deemed as harassment Mrs Andrews should consider involving the police. Mr Douglas also stated that after a discussion with the Monitoring Officer there may be little she could do. Mrs Andrews commented that Mr Crudgington's behaviour was affecting the integrity of all Parish Councillors. It was concluded that Mrs Andrews would pass her statement to the Clerk and Chairman which would be forwarded to the Monitoring Officer, Mr Oldham also urged her to contact the Monitoring Officer directly. Mrs Andrews full statement can be found in Appendix 1.

Mrs Andrews commented on agenda item 5.1 stating that she had asked the planning department to amend the wording of her planning application, which had been agreed, as the garden had never been domestic.

A gentleman commented that the land at Springfield Road could not be sold without the agreement of the Trustees of the Playing Fields Management Committee (PFMC) and that since the valuation report had been received, they had not been contacted. The Clerk responded that the valuation had only just been received and presented to Council which was why it was an agenda item to be considered and that the PFMC would be contacted in due course.

PCSO Jon Wingfield introduced himself and reported that he had taken over Milborne Port with his colleague Tim. PCSO Wingfield distributed his contact details and requested they be posted on the website. Mr Oldham asked whether PCSO Wingfield would undertake writing a regular article for the website, which was agreed. The Clerk asked if PCSO Wingfield would like a regular agenda item to report back policing matters which was again agreed to.

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

County Councillor William Wallace – Councillor Wallace commented that he would discuss the library later in the meeting. He reported on winter pressures and NHS struggles regarding “bed blocking” and that Somerset did well in reliving this with 7500 bed days saved. Councillor Wallace provided information about some upcoming “Fit for the Future” events which were being held in the county providing information about health care, the next event being held at the Abbey Manor Centre on Tuesday 27th November. Mr Oldham asked if there was an update on the proposed crossing at Crackmore. Councillor Wallace responded that the application had made it through the first stage but there was no update at this time. Mr Oldham asked if the process may be accelerated if a professional design by consultants was presented to the Council. Councillor Wallace responded that this may have some merit and it was agreed to draw up a specification for design.

District Councillor Sarah Dyke – Councillor Dyke reported that the Area East meeting would be taking place the following Wednesday, but there was nothing on the agenda to concern Milborne Port. Councillor Dyke reported that the Redcliffe Homes planning application had been refused by Area East and would be considered by the Regulation Committee on Tuesday 20th November at 10am. She confirmed that the meeting would run like that of Area East. Mr Carty asked as a matter of protocol would the planning officers report be updated; Councillor Dyke responded that it would remain the same as was presented at Area East. Mr Carty stated that there were some changes since Area East and Councillor Dyke responded that if these were on the SSDC website they would be included in the Councillors pack for the Regulation Committee. Mr Carty queried why the decision of the Area East Committee was not yet on the SSDC website. Councillor Dyke replied that the minutes were yet to be finalised and once they were it would be on the website. To conclude Councillor Dyke confirmed that the SSDC Full Council meeting would be held on Thursday 22nd November.

Mr Oldham – Reported that he had recently attended the latest Market Towns Investment Group meeting and SALC meeting. He confirmed that he had summarised these two meetings in papers circulated to Councillors.

- 1. Apologies for Absence:** Received from Mr M Lancaster. Reason for absence approved. Mr Douglas requested that it be minuted that Mr Crudgington was absent from the meeting yet had not tendered his apologies.
- 2. Declarations of Interest:** Received from Mr Tizzard, agenda item 18.1, *land owned HELAA report owned by family members*, Mr Douglas agenda items 14, 16 and 18.1, *personal discussions with the BBC regarding library closures and member of the Village Hall Management Committee* and Mr Lock, agenda item 17.2, *reimbursement payment*.
- 3. Minutes of the Full Parish Council meeting held on Tuesday 2nd October 2018** were approved and signed as an accurate record of the meeting.

4. **Circulation of the draft Planning, and Open Spaces and Footpaths Committee meeting minutes dated Tuesday 16th October 2018** was noted.

5. **Planning**

5.1 The following **Planning Applications** were considered:

18/03419/LBC Reinstatement of 2 no. stone eagle statues
Ven House, London Road
No Objections

18/02232/FUL Change of use of land from domestic garden for the mixed use and erection of building for domestic storage/commercial storage (part retrospective)
Holly Brook Barn, Brook Street
No Objections

5.2 **Update on Redcliffe Homes application and Co-op application:** Mr Oldham commented that the statement that Redcliffe Homes had approached the Co-op was disputed by the Co-op and it may be that communications had been entered at an inappropriate level of the organisation. The Clerk read an update from Redcliffe Homes received that afternoon regarding the proposed shop confirming they have interest in a shop from two companies, neither of which was the Co-op as they are pursuing their planning application on land at Gainsborough. Mr Tizzard confirmed that he and Mr Oldham were attending a meeting with Redcliffe Homes the following week and Mr Oldham would be attending the Regulation Committee meeting. Mr Carty expressed his genuine concern about the viability and legitimacy of the proposed store and community hub and the fact they would not be confirmed until after outline permission had been approved at the reserved matters stage. He expressed his concern that if there were to be no store or hub then the proposed market square would lose its context. Mr Tizzard reported that Redcliffe Homes had considered the Parish Council's request regarding the community hub and had provided two options which would be considered at the meeting the following week. He confirmed that both proposals were an improvement on the original plans and that Redcliffe would be quizzed on their intentions. Mr Carty stated his concern at the level of attraction anchored to the store, community hub and square which possibly may not happen and appeared to be manipulated by pushing them to the reserved matters stage. He questioned the integrity of Redcliffe Homes and his concern that the application was clear a store would be built but at the eleventh hour had migrated to a market survey and viability study. Mr Tizzard commented that it may not be inconceivable that the village may end up with two stores. Councillor Dyke reported that she had attended a meeting with Redcliffe Homes where the two options for the hub were devised which she felt proved their commitment to the hub. She stated that she felt it was unfair to suggest that they were not committed to their intentions as they were forcibly committed to the community hub. Mr Oldham commented that if the Co-op application at Gainsborough were approved then this may diminish the viability of a second store at the Redcliffe site. Councillor Dyke commented that a marketing and viability study would be a condition if the outline application is approved. Mr Carty reiterated his concern that the shop appeared to have been moved to the reserved matters stage. Mr Campbell expressed his frustration that Redcliffe Homes had promised him access to their design engineers but the contact details had never materialised. The Clerk stated she would follow this up. He also stressed that his endeavours to contact a Highways Consultant to discuss technical details had failed as he kept being pushed from SCC to SSDC. He felt the system

was not open and transparent.

6. **Review and update Action List:** The Action List was reviewed in detail. The Clerk was requested to update and circulate following the meeting. The Action List can be found in Appendix 2.
7. **Consider quotations for Springfield Road Car Park Lighting:** Quotations for the electrical and civil works were considered by Councillors. It was mentioned that company C was the same in both parts of the quote, i.e. if awarded they would carry out the whole job. Mr Campbell proposed that Company C were awarded the contract for both parts of the job. This was seconded by Mr Douglas and all members voted in favour of contracting Company C to undertake the work. It was therefore resolved to instruct Company C.
Action – Clerk to instruct Company C
8. **Consider gate entry signs for village entrances:** The prices received from Highways for the entrance gates and signs were considered. Mr Laughton proposed the gate entry signs were purchased and installed, this was seconded by Mr Ritchie. All members voted in favour of purchasing the gate entry signs for the village. It was therefore resolved to instruct Highways to order and install the gates at all three entrances.
Action – Clerk to instruct Highways to order and install entry gates
9. **Consider remaining S106 Funding from Cricket Pavilion:** Uses for the remaining £5,000 were considered and the Clerk confirmed the money had to be used specifically for play area or pitch improvements. It was resolved to arrange a meeting with the PFMC, Football and Cricket Clubs to discuss the best use of the money.
Action – Clerk to arrange meeting with interested parties
10. **Consider quotation for new office furniture:** Mr Oldham explained the quotes were for an extra table for the Council Chamber and a new desk for the Clerk's office totalling £450. Mr Douglas proposed the quote was accepted, this was seconded by Mr Laughton and all members voted to accept the quotation resolving to order the new furniture.
Action – Clerk to order new furniture
11. **Consider Valuation Report for land at Springfield Road:** The District Valuers report was considered in detail. Mr Tizzard commented that he personally felt the valuation was lower than he anticipated. Councillors discussed the valuation of £15,000 and it was resolved to send a copy of the Valuation Report to the PFMC as tenants of the land and ask for their feedback on whether the land should be sold, and if so, what percentage of the proceeds they would request.
Action – Clerk to send a copy of the Valuation Report to the PFMC and request feedback.
12. **Consider quotations for new allotment troughs and piping:** Councillors considered all quotations provided. Mr Douglas proposed that Company D were instructed to undertake the work. This was seconded by Mr Laughton with all members voting in favour of instructing Company D.
Action – Clerk to instruct Company D to undertake the work.
13. **Diversion of footpath across Memorial Playing Fields – Confirmation of fees:** The Clerk confirmed the fees for the diversion of the footpath. Mrs Lock commented

that the fees had increased considerably since the application as submitted four years ago. Members resolved to continue with the diversion.

- 14. Update on Library and possible Community Library Partnership:** Mr Oldham and Mr Douglas summarised the status of affairs with the library confirming that a Community Library Partnership was required and the Parish Council had to complete an Expression of Interest by 15th November. Mr Oldham outlined the three funding models and confirmed that SCC would grant £2,000 towards running costs. Mr Douglas explained that this would mean increasing the precept by around £26,000. The location of a proposed library was considered, and Mr Douglas explained that as an interim measure the Town Hall may be used, which would reduce the amount of precept increase. It was resolved that Mr Douglas would commence completing the Expression of Interest form and pass to the Clerk for completion.

Action – Mr Douglas to commence completing Expression of Interest form and pass to the Clerk for completion and submission.

- 15. Update on Town Hall Fire Assessment and Stair Lift:** Mr Oldham explained the requirements requested by Building Control were almost complete but that the goalposts appeared to keep moving regarding fire regulations. He confirmed that a supplier had said they would produce a detailed survey of the building if the Council committed to offering them the contract. The supplier was the cheapest and their quote from 2017 was still valid. Mr Oldham proposed that the supplier was offered the contract and the survey conducted, this was seconded by Mr Campbell and all members voted in favour.

Action – Mr Oldham to award the contract and instruct supplier to conduct survey

- 16. Lineage outside Camelot Room (Village Hall) at Springfield Road Car Park:** Mr Campbell reported that there was a need to two yellow chequered boxes outside the entrances at the Village Hall for emergency vehicles to prevent cars from obstructing access. He commented he did not feel this would be an expensive task. All members agreed for Mr Campbell to proceed in producing a specification for the boxes and gain quotations.

Action – Mr Campbell to produce specification and gain quotations

17. Finance

- 17.1 Receipt of Financial Statements dated 30th September 2018** was confirmed.

- 17.2** The following **Payments** were approved:

Mrs E Francis – Town Hall Cleaner	£100.00
HMRC	£473.86
SSDC Business Rates Cemetery Inv: 048897	£789.00
SSDC Business Rates Town Hall Inv: 067969	£264.00
Emma Curtis – Petty Cash	£50.00
Kingsmere Surfacing – Car park repairs Inv: 2602	£2,340.00
SSDC – Playground Inspections Inv: 0451010094X	£188.40
ICO – Data Controller Fee	£40.00
Mr Lock – South West in Bloom Reimbursement	£72.00
Poppy Appeal - Wreath	£25.00
Glasdon – Dog waste sacks Inv: 761473	£36.07
SSDC – Ranger Labour Inv: 06000037481	£1,660.56
SSDC – Dog bin emptying Inv: 06000037463	£254.40

Westree Company – Tree works Inv: 842	£144.00
South West Signs – Blue plaques Inv: 8207	£100.80
K M Dike Nurseries – Grounds maintenance Inv: 406	£1,128.98
David Gay – Town Hall maintenance Inv: 796	£160.00
Kingsmere Surfacing – Skate Park repairs Inv: 2616	£888.00
SSDC – Premises Licence Inv: 08920049425	£70.00
Sally Strachey Stonemason – War Memorial Clean Inv: 1509	£1,376.14
Milborne Port Computers – LiveDrive Inv: 14552	£48.00
SSE – Electricity Inv: 3516611520017	£122.36

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

BT – Mobile Phone	£18.00
BT – Telephone and Broadband	£258.34
PWL B – Loan Repayment	£1,692.75

18. Correspondence

18.1 The following **Correspondence** was considered:

- **Email circulated regarding SSDC HELAA report** – Mr Tizzard explained the purpose of the HELAA report stating that it identified areas which might be suitable for development but stressed this did not planning permission on these sites would be granted. He confirmed that the Parish Council had not been approached to comment on the report and did not appear to be at a consultation stage. Mr Oldham mentioned that the map within the report of Milborne Port was out of date. Mr Carty requested that his observations were minuted and stated he was putting forward the point of residents who had had enough development. He stated that 17 sites had been identified within the report in Rural Centres, of which 5 sites were within Milborne Port which is around 30% of the total and those sites would be expected to produce 295 dwellings. He commented that if the Redcliffe development proceeds then that would leave only 2 dwellings within the next ten years to hit the next tier. Mr Carty stressed that the village did not have the infrastructure for this development. Mr Oldham commented that the report did not state that Milborne Port would receive 295 houses and Mr Lock commented that the sites were only up for consideration. Mr Carty responded that the amount of housing disproportionately allocated to Milborne Port needed to be addressed with SSDC. Mr Tizzard reiterated that it was wrong to assume that sites within HELAA would be developed and described the methodology for housing needs. Mr Campbell agreed that from his experience the village did not have the infrastructure for large development. Mr Oldham commented that Milborne Port does not have a balance between residential and commercial development.
- **Email from Somerset County Council entitled “Recommendations for the Libraries Service Redesign decision”** – Considered earlier in the meeting.

18.2 The following **Correspondence** was noted:

- **Email from South Somerset District Council entitled “Progress with the Somerset Strategic Housing Framework 2018-2023”**
- **Email from Somerset County Council regarding Highways Winter Service**

19. Newsletter and Communications: Mr Oldham informed Councillors that design changes had been made to the Parish Council pages of the website to create a distinction between Parish Council pages and the community pages. It was agreed

to publicise the lighting improvements at Springfield Road Car Park, new troughs at the allotments, new Councillor and upcoming By-election and the new entrance gates.

20. The date of the next **Full Parish Council Meeting** was confirmed as **Tuesday 4th December 2018**.

Draft