

MILBORNE PORT PARISH COUNCIL

Minutes of the Full Parish Council Meeting held on Tuesday 7th November 2017 at 7pm at the Town Hall

Present: Mr J Oldham(Chair), Mr M Ritchie, Mr M Lancaster, Mr P Lock, Mrs M Lock, Mr J Edmonds, Mr C Laughton and Mr G Crudgington

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

Public Question Time

There were twelve members of the public present.

Mr Oldham welcomed the public to the meeting and commented that he expected most were in attendance due to the two major planning applications. He commented that five Parish Councillors were present at the public meeting hosted by District Councillor Sarah Dyke so Councillors were aware of the comments aired but welcome further comments other than what had already been said.

A lady commented that she was shocked to see 28 poppies erected in inappropriate and dangerous positions on posts around the village and commented they clearly shouldn't be there as they posed a distraction and hazard. She felt they should be removed as they breached regulations. Mr Oldham commented that they had been arranged by the Spirit of Milborne Port and the Clerk commented that she would forward on the concern.

A gentleman commented that he hoped at the public meeting last week that the public had understood that the site at Wheathill Lane is within the planning remit. He stated that if the village wanted a shop the Parish Council should have put work in months ago and in his opinion, this was not done. He commented that as no work was completed by the Parish Council the village would end up with a small convenience store which would be no good to anyone as no dialogue had been undertaken with the developer. Mr Oldham commented that the gentleman was a member of the Council at the time.

A woman stated that she was organising a working party to talk about the proposals and try and influence the applications for a mix of development. She confirmed the working party would be meeting soon.

Another gentleman stated that he was pleased a working party had been formed and that an extension for observations had been agreed with SSDC of the 1st December 2017. The gentleman stated that the public meeting was useful with a lot of interesting messages and a lot of people expressing their strong feeling that they had had enough development in Milborne Port and that the infrastructure requires adjustment to cope with any further development. He requested that the Parish Council represents this opinion. Mr Oldham responded that it was hard to make a statement on behalf of the whole village as most residents were not present at the meeting. The gentleman asked Mr Oldham whether the Parish Council would represent the view of those that were present, to which Mr Oldham responded that he could not say as the Parish Council was a corporate body and that he couldn't make representations singularly. The gentleman asked whether the Parish Council

had any evidence to show that the people at the meeting were not representing the majority of the village and suggested that Mr Oldham was evading his point. He concluded by saying it would be nice if the Parish Council did represent the views of those at the public meeting.

A man requested a timetable and schedule of dates and meetings regarding the planning applications. Councillor Dyke said she expected they would be considered at Area East Committee in February. The man asked whether the Parish Council would approve the planning applications, Mr Oldham responded that the Parish Council did not have this responsibility and simply gave observations and considerations to the planning department at SSDC. The man suggested it may be too early for the Parish Council to provide their observations and suggested they wait until evidence has been provided by the working party.

Another person asked whether a Highways report had been conducted and if they were at the public meeting. He asked about traffic models and provided information on S278 agreements and road adoption procedures. He also suggested an independent road safety audit should be conducted along with an official traffic count which could not be ignored by officials.

A lady voiced her concerns that groups appeared to be working towards different timescales and stated that everyone needed to ensure that nothing slipped through the net by joining forces and correct coordination. She requested assurance from the Parish Council that they would look at the whole context of the village.

Mr Edmonds commented that the village required a big, decent shop and that the Chairman and his "cronies" had vetoed his suggestions for such. Mr Edmonds stated that Mr Oldham appeared to do what he wanted and other Councillors let him do so. Mr Edmonds commented that the Parish Council had "gone down and down" and that he did not have any support.

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

County Councillor William Wallace – No report received

District Councillor Sarah Dyke – Councillor Dyke reaffirmed the deadline for planning application observations as 1st December 2017. She said if this date was extended she would circulate the information. She commented that the public meeting had been well attended with views expressed and advice given on how best to make representations. She thanked the lady responsible for setting up the working party. Councillor Dyke commented that SSDC were currently reviewing their local plan throughout an 11-week consultation and many events across the region were being held if anyone wished to attend. Councillor Dyke concluded her report by stating that Retail Support Initiative Grants were still available of High Street shop improvements and that if anyone wished to attend an Area East Committee to see how best to make representations regarding planning applications that there were welcome to attend the next day along with the SSDC Full Council Meeting on 16th November at 7.30pm.

Mr Oldham – Report on library meeting – Mr Oldham reported that himself and the Clerk along with members of the Friends of Milborne Port Library and Councillor Wallace had

attended a meeting with officers from Somerset Libraries. The meeting centred around the need for cost savings and keeping libraries viable. Mr Oldham commented the data the officers had provided suggested that the library was poorly used, however, it was noted that they had missed out data from two large events. Mr Oldham stated that the thrust of the meeting was to discuss volunteer and community run libraries at the start of a period of consultation. It was noted that community led libraries were hard to maintain even with some support from the county council. Mr Crudginton suggested the Chairman contact the WI regarding a possible joint venture.

Mr Douglas – Report on SALC meeting – Mr Douglas gave an overview of the recent SALC meeting he attended which included lack of funding, the handing down of services and the district and county councils doing their best despite cuts. Mr Douglas commented that there had been a discussion about transparency and that Milborne Port were satisfying all the rules, for which he thanked the Clerk. He commented that a government minister had commented that at present they would not be employing any further increased capping powers. He stressed how it was unfair that other areas had a five-year housing supply yet SSDC only have a four-and-a-half-year supply which allowed planners to attack the area but that some changes may be implemented including penalties for developers who do not act swiftly with their developments, but sadly these would not be implemented in enough time for the current planning proposals within Milborne Port. He commented that there was an opportunity for Milborne Port to work closely together with surrounding villages.

Mr Laughton – Mr Laughton reported on a successful meeting he had had with Mr Warren from Somerset Highways which looked at tidying up the village including signs, railings and road markings. Mr Laughton confirmed that maintenance would hopefully be undertaken over the coming months. Mr Crudginton commented that Charlton Horethorne had been hand painting all their fingerpost signs.

1. **Apologies for Absence:** Received from Mrs A Flynn, *holiday*. Reason for absence approved.
2. **Declarations of Interest:** Received from Mr R Douglas, agenda item 8, *lives within conservation area* and Mr Lancaster, agenda item 9, *approached by Village Agent Scheme in Village Hall capacity*

3. Planning

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

17/03985/OUT Outline planning application for a mixed-use development comprising the erection of up to 65 dwellings and convenience store (Class A1) on land at Station Road with access and associated works
Land OS 7800, Wheathill Lane

17/03964/OUT Outline planning for residential development for up to 56 dwellings including access
Land OS 0059, Station Road

A long discussion took place regarding the two major planning applications. Mr Crudginton asked whether an environmental survey had been completed as chemicals may have been dropped in the area. Mr Crudginton questioned whether Councillors were aware of who owned Redcliffe Homes alluding to the fact there was an issue but would not divulge what, despite being pressed by other Councillors. Other Councillors commented that their main concerns with the applications were traffic and infrastructure stress on the village along with water and sewerage issues, visual impact, impact on views of East Hill, the methodology of Highways being flawed, site density, narrow footpaths and inadequate access and parking. Mr Douglas explained in detail the material considerations at that the planning process does not allow for comments outside of these considerations but stressed that residents should voice their objections. Mr Edmonds commented that there needed to be a bigger shop. Mr Oldham felt that it was incorrect that each development was considered by planners individually when due to their proximity some matters should be considered collectively. He also acknowledged the groundswell of objection from some residents but commented that the Parish Council would comment representing the whole village. Mr Laughton commented that they were trying to put new developments on Victorian infrastructure. Mrs Lock commented that she hoped the planners would ensure that parking was adequate unlike the development at Gunville Gardens.

To conclude, it was agreed that a final constructive response to the planning applications would be agreed at the Planning Committee Meeting on Tuesday 21st November. Mr Douglas agreed to draft the response, which would be distributed via the Clerk for Councillors to comment.

17/03739/FUL Erection of single storey porch extension to south elevation of the dwelling. Insertion of window to the west elevation to replace the existing front door. Infilling the existing boundary wall pedestrian access to property.

Bybrook, Lower Kingsbury

No Objection – However concern was raised regarding the height of the fence and its proximity to the Highway.

3.2 The following **Tree Preservation Order Works Approval** was noted:

17/03706/TPO Application to carry out tree surgery works to 5 Hornbeam Trees known as T1-T5 in the SSDC (MIPO 2) Tree Preservation Order 2006
2 Stable Cottages, East Street

- 4.** Minutes of the Full Parish Council Meeting held on **Tuesday 3rd October 2017** were approved and signed as an accurate record of the meeting.
- 5.** Circulation of the draft minutes of the **Open Spaces and Footpaths Committee and Planning Committee meetings dated Tuesday 17th October 2017** was noted.
- 6. Review and update Action List:** The Action List was reviewed, and the Clerk was requested to update and circulate following the meeting.

- 7. Co-Option of new Parish Councillors:** Mr Oldham explained that as no residents had requested an election, the Council were free to proceed with co-option and due to the timeframes, could co-opt three new Councillors at the meeting. Mr Oldham commented that there were five candidates for three positions, so a ballot would have to be undertaken and that Councillors had been provided with their applications prior to the meeting. He explained that the Clerk and himself had researched the process thoroughly and there was no set process for a multiple co-option but that the ballot would involve voting by hand with the successful candidate having to receive an absolute majority. Mr Oldham requested Councillors sponsor each candidate. Mr Ritchie sponsored Mr Tizzard, Mr Lancaster sponsored Mrs Hastie, Mr Edmonds sponsored Mrs Fraser, Mr Douglas sponsored Mr Stewart and Mrs Lock sponsored Mr Campbell. Following the balloting process, it was proposed and resolved to co-opt Mr Tizzard, Mr Stewart and Mr Campbell who had each received the absolute majority during the ballots.

Action – Clerk to contact candidates and complete co-option paperwork

- 8. Approve response to SSDC Conservation Team regarding Conservation Review:** The Conservation Area Review was considered in detail following the details provided at the previous meeting and the Clerk was requested to respond to the Conservation Team with Parish Council comments.

Action – Clerk to respond to the Conservation Team

- 9. Consider implementing Village Agent Scheme for Milborne Port in the next financial year:** The scheme was considered based on the presentation received from Mr Singh at the last meeting. Mr Lock commented that there was no clear statistics proving who required social care and health support within Milborne Port. The Clerk commented that there was a person at the doctor's surgery whose responsibilities were like that of the agent, to which Mr Lancaster concurred commenting that he could not see the need for an agent at this time without proper research. Mr Lancaster commented that the scheme had contacted the Village Hall a few years ago regarding trying to implement the scheme and he expressed his concerns about the high costs from the precept and how much time would be dedicated to Milborne Port if two or three villages were under the same agent. He also expressed concern if other villages dropped out and the costs spiralled. Mr Crudgington commented he wasn't impressed with the lack of response from the Village Agent team, Mr Edmonds voiced concern about the increase in precept and Mr Douglas commented the Council would run the risk of offending volunteers. To conclude it was resolved to speak to the doctor's surgery regarding their staff member, establish costing issues with one or two councils involved and find out the length of time the contract would be for.

Action – Mr Lancaster to find out about staff member at the doctor's surgery and the Clerk to find out about costings and contract length

- 10. Consider Grounds Maintenance Contract quotations:** Councillors considered the quotations which had been circulated by the Clerk prior to the meeting. Mr Lock proposed that Company C was selected, this was seconded by Mr Ritchie and all voted in favour of accepting Company C's quotation apart from Mr Edmonds who

abstained. It was therefore resolved to offer the contract to Company C.

Action – Clerk to instruct Company C their quotation has been accepted

11. Approve Case Study for Gordon Morris Ltd: It was resolved to approve the case study and the Clerk was requested to inform Gordon Morris of the decision.

Action – Clerk to inform Gordon Morris the case study is approved and can be used

12. Consider Milborne Port Digital High Street Audit Report: The report was considered by Councillors. Mr Lancaster voiced his opinion that he felt the report was a poor document on some auditors spending just 10-15 minutes researching Milborne Port. He stated that several points had been missed out, particularly concerning WIFI access. He commented that the best place for the report was in the bin. It was suggested that Mrs Flynn and Mr Oldham express their concerns at the next MTIG meeting.

13. Approve motion to continue with further fire safety improvements at the Town Hall to meet Building Control requirements to install a stair lift: Mr Oldham explained that a fire safety officer from Devon and Somerset Fire Service had attended the Town Hall and reviewed the processes which had been put in place. He had suggested a few other improvements such as an extra fire alarm and push bar system on the main door. Building Control had also attended the premises and recommended further improvements for approval to be given for a stair lift. Mr Oldham proposed that these further improvements were undertaken, this was seconded by Mr Lancaster and all voted in favour. It was therefore resolved to continue with further fire safety improvements.

Action – Clerk to gain quotations for further fire safety improvements.

14. Note success in this year's South West in Bloom: Mr Oldham congratulated all those involved in this year's South West in Bloom and thanked them for their efforts. Mrs Lock stated that the village had also won an extra cup for the community work on the renovated bus shelter. It was suggested that the certificates and cup should be on public display. The Clerk was asked to research the cost of plaques for each year's certificates.

Action – Clerk to research cost of plaques

15. Finance

15.1 Circulation of the **Financial Statements** dated 30th September 2017 was noted. Mr Oldham commented that spend appeared to be on track if a little underspend but recognised that some sizeable payments were yet to be paid.

15.2 The successful **Big Lottery Grant** application for safety improvements at Springfield Road Car Park was noted.

15.3 The following **Payments** were approved:

SSDC Cemetery Rates	£640.00
SALC – Affiliation Fees Inv: 17/068	£759.21
K M Dike Nurseries – Grounds maintenance Inv: 218	£1,006.82
Midwest Office Supplies – Printer toners Inv: 0004822	£428.03
Bradforde -Postcrete Inv: 66148720	£6.30
Poppy Appeal – Wreath	£25.00
Westree Company – Kicking wall Inv: 651	£606.00
SSDC - Ranger Scheme Inv: 06000034055	£528.36
SSDC – Playing Fields Licence Inv: 08920043119	£70.00
SSE – Town Hall Electricity Inv: 351661152 0011	£106.02
SSDC – Town Hall Rates	£238.00
SSDC – Planning Application fee for bus shelter	£97.50
Fireline Ltd – Fire safety improvements Inv: 52497	£583.90
Emily Francis – Temporary Town Hall Cleaner October 2017	£100.00

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

BT – Mobile phone	£18.00
BT – Landline and Broadband	£201.52
PWLB – Loan repayment	£1,692.75

16. Correspondence

16.1 The following **Correspondence** was considered:

- Letter from SSCAT regarding funding – The Clerk was requested to write to SSCAT and ask for a suggested donation amount and figures for usage of the transport in Milborne Port.
- Response from Mr Falbo regarding land at Springfield Road - The Clerk was requested to write to Mr Falbo rejecting his offer stating that it is below what the Parish Council consider current market value.

17. Newsletter and Communications: It was agreed to publicise the new co-opted members, the delayed response to planning applications with a link to the SSDC website, the Village Agent Scheme requesting comments on the need and feedback and the successful Big Lottery Grant for improvements at Springfield Road Car Park.

18. The date of the next Full Parish Council Meeting was confirmed as **Tuesday 5th December 2017.**