

MILBORNE PORT PARISH COUNCIL

Minutes of the Full Parish Council Meeting held on Tuesday 2nd January 2018 at 7pm at the Town Hall

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

Also Present: Emma Curtis – Parish Clerk

Public Question and Comment Time – Max time allowed 30 minutes

There was one member of the public present who commented that he was very pleased to see that the Council were going to be considering improvements to the High Street should adverse possession be gained and that he was looking forward to seeing the plans and proposals.

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 Oldham - Mr Oldham welcomed everyone to the meeting and wished all a Happy New Year. He requested permission to move a few items on the agenda to be considered in advance of the budget. It was approved by all to move item 13 before item 9 and to consider the first item of correspondence in item 15.1 with item 11.

Mr Laughton – Mr Laughton commented he was very disappointed that farm contractors were continuing to use the piece of land opposite Crackmore Garage to park and stated something needed to be done to stop them as they were damaging the land. Mr Lock concurred and said that one resident had informed him that he had received abused from some drivers for asking them to move. The Clerk confirmed she would write to Highways and ask for their assistance.

Mr Campbell – Mr Campbell commented that the local Working Party had stated that Redcliffe Homes had submitted revised plans. Mr Oldham informed him that these had recently been received and would be considered at the next Planning Committee meeting.

- 1. Apologies for Absence:** Received from Mr G Crudgington, Mr M Lancaster, District Councillor Sarah Dyke and County Councillor William Wallace. Mr Crudgington's and Lancaster's reasons for absence were accepted.
- 2. Declarations of Interest:** Received from Mr Laughton and Mr Oldham, agenda item 8, *school governors* and Mr Tizzard agenda item 7, *member of the Playing Fields Management Committee*.
- 3. Minutes of the Full Parish Council Meeting held on Tuesday 5th December 2017** were proposed for approval by Mr Stewart, seconded by Mr Ritchie and all voted in favour that they be approved and signed as a true and accurate record of the

meeting.

4. **Circulation of the draft Planning Minutes dated 19th December 2017** was noted.

5. Planning

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

17/04593/FUL Internal alterations and change of use of building to 1 No. 4 bedroom dwelling and 1 No. mixed use commercial/residential unit
Post Office, High Street

No Objections

17/04553/FUL Alterations and the erection of two storey rear extension and balcony and erection of single storey link extension to dwelling. Conversion of garage to provide additional living accommodation. Erection of garage/studio building and a wood shed.

Wick Cottage, Wick Road

No Objections

5.2 The following **Planning Approval** was noted:

17/04263/S73 Application to vary condition 2 (approved plans) of planning permission 17/01517/FUL to allow external alterations to include alterations to the fenestration on the west elevation, enlargement of a balcony, and alterations to the South porch.

Detached Workshop At Swatchford Cottage, Lower Kingsbury

6. **Review and update Action List:** The Action List was reviewed in detail. The Clerk was requested to update and distribute following the meeting. Attention was given to the following items:

- **SSDC Local Plan Review** – Mr Tizzard confirmed he had reviewed the documentation provided for the first phase level of the consultation and reported his findings to the Parish Council. He commented that SSDC had failed to supply an adequate amount of housing they were no longer bound to strictly follow the plan. He referred Councillors to the questions relating to Milborne Port and stated that over 10 acres of employment land had been lost in the village since 2006. Mr Tizzard stated that he felt the Parish Council should use this opportunity to say what Milborne Port requires in terms of housing, infrastructure and employment as future housing was inevitable. A long discussion took place between Councillors regarding what Milborne Port required and how a response should be made to the consultation. Mr Oldham proposed that Mr Tizzard put a response together, this was agreed by all. Mr Tizzard urged Councillors to let him have their contributions to the response as soon as possible as the deadline for comments was midday on 11th January 2018. It was resolved that Mr Tizzard would draft the response and Councillors provide him with their comments. **Action – Mr Tizzard to draft response and Councillors to**

provide him with their contributions.

- Springfield Road Land – Mr Tizzard stated he had reviewed all the documentation relating to this piece of land dating back to 2004 and suggested it would be beneficial to have a meeting with the gentleman interested in purchasing the access over the strip of land. It was resolved that the Clerk would arrange a meeting for Mr Tizzard and Mr Oldham with the gentleman and report back to Council following the meeting.

Action – Clerk to arrange meeting

- 7. Consider approval of Playing Fields Management Committee grant request and one-off grant for the sum of £4,000:** Mr Oldham confirmed that the draft budget for the year 2018/18 had allocated £8,000 for grant funding and that the Playing Fields Management Committee (PFMC) were requesting a total of £7,750 – their yearly grant of £3750 and a one-off payment of £4,000 for work which had already been completed on the sewerage system for the football club. The Clerk stated that a total of £3,844 of grant funding had already been approved with another application to be considered. Mr Oldham stated that the application had been considered at the Finance Committee but as the information was not clear a meeting had been held with members of the PFMC, Mr Lock, Mr Lancaster and the Clerk. Mr Lock provided feedback from the meeting with the PFMC. It was recognised that although the Council has a duty to provide playing fields, the PFMC were separate from the Council and should not be subservient to the PC. However, it was recognised that communications between the two bodies should be improved. The Clerk stated that the claim was for backdated expenditure and was being asked for retrospectively which is not appropriate for public money grant funding applications and that no invoices had been provided with the application as an audit trail. Mr Oldham commented that the Council had an electorate responsibility to ensure legality for the spending of public funding and Mr Stewart stated that retrospective payment of a grant would not pass auditing requirements. Mr Stewart also commented it was time to build a better working relationship with the PFMC. Mr Laughton questioned how they paid for the work if they did not have the funds available. Mrs Flynn stated there may be opportunity for the PFMC in the future to gain from CIL monies, but better communications were required. It was felt by all that Council should have been approached for contingency funding prior to the works being undertaken and Mr Campbell and Mr Lock mentioned that building regulations inspection records should be provided along with quality assurance that works had been completed properly. To conclude, a vote was taken on the two grant requests. Mr Oldham proposed that the PFMC receive their annual grant request at an increase totalling £3750, this was seconded by Mr Edmonds and agreed by all, with Mr Tizzard abstaining. Mr Oldham then proposed that the PFMC should not receive a retrospective grant payment of £4,000 due to the concerns highlighted, this was seconded by Mr Campbell and all agreed that the £4,000 should not be granted. Mr Tizzard abstained. It was therefore resolved that the PFMC would receive an annual grant payment of £3750 but not the grant sum of £4,000. Mr Tizzard and Mr Lock suggested that the PFMC were written to with the reasons explained and inviting them to enter dialogue with the Parish Council to improve communications and should they wish to call on contingency funding in the future this should be completed prior to the works being undertaken.

Action – Clerk to write to the Playing Fields Management Committee

- 8. Consider grant request from Milborne Port Primary School Parents and Teachers and Friends Association:** The grant request was considered in detail by Councillors. Mr Stewart stated he was happy with the application and it should be supported, Mrs Flynn commented she was impressed with the application and it had shown they had tried other ways to raise money which should be recognised. Mr Stewart proposed that that grant request of £1,000 was awarded, this was seconded by Mrs Flynn and all voted in favour with Mr Oldham and Mr Laughton abstaining. It was therefore resolved to award the PTFA a £1,000 grant.

Action – Clerk to send a grant notification letter

- 9. Consider Village Agent Scheme (moved from item 13):** The scheme was once again discussed in detail and questioned whether it would provide value for money at £7,000 for one day per week in Milborne Port. Mrs Lock commented it was a lot of money for not much return and there were already several volunteers within the village. Mr Stewart commented that the agent in Wincanton covered many areas and the Clerk confirmed that this proposal was for one new agent to cover three villages. Mr Douglas felt that although the scheme may be laudable it may offend volunteers who already help within the village. Mr Oldham proposed that the scheme was not adopted, this was seconded by Mr Douglas and all voted in favour or not moving forward with the scheme. It was therefore resolved that the Parish Council would not be engaging in the Village Agent Scheme at this time.

Action – Clerk to inform the Village Agent Scheme and Henstridge and Templecombe Parish Councils

- 10. Consider budget, approve action plan and confirm precept for the year 2018/19:** The Action Plan which was considered and amended at the last meeting was adopted. The budget was reconsidered in conjunction with the tax base and grant figures received from SSDC. The Clerk confirmed that if the precept was raised by 5% to £72,975 as considered at the last meeting it would result in a £2.42 i.e. 3.95% increase to an equivalent Band D tax payer. Mr Oldham proposed that the precept was set at £72,975 for the year 2018/19. This was seconded by Mr Lock and all voted in favour bar Mr Edmonds who abstained. It was therefore resolved to set the precept at £72,975.

Action – Clerk to complete the Notification Form and send to SSDC

- 11. Consider approving a grid connection application for electric charging posts in East Street Car Park:** It was resolved to send the Letter of Authority to SSDC confirming that the Parish Council will allow Plug N Go to complete a feasibility study of East Street Car Park to allow for electric charging posts. However, the Parish Council wish to request that they are consulted on the location of the posts prior to installation. The Clerk was also requested to write to neighbouring residents to inform them. All were in favour of this resolution.

Action – Clerk to complete letter of authority and write to neighbouring residents

12. Consider objections received from the Land Registry regarding Adverse

Possession application: Mr Oldham explained that two objections had been received by the Land Registry in relation to the Adverse Possession application, one from BT and one from a resident. Mr Oldham commented that he understood the reason for BT's response as they have a right of access, but he was not clear of the resident's reasons for objection. For new Councillors, Mr Oldham provided background information on the reason for the Adverse Possession application and proposed that the Council try and speak with the resident concerned one last time. Mrs Flynn requested that the email in agenda item 15.1 was considered in conjunction with this agenda item commenting that she felt the Council had wasted a lot of time and would never appease the resident concerned and therefore the Council should just remove the shelter. Mr Edmonds concurred with these comments saying that the shelter should be taken down and if Adverse Possession is granted it could be relocated further up the High Street, Mrs Flynn agreed with this comment stating it would show good willing. Mrs Lock stated that this was just one person in the village out of nearly 3,000 and more complaints would be received if it was removed. Mr Douglas commented that the Council could speak with BT and explain the application to see if they would withdraw their objection. Mr Tizzard expressed his opinion that he felt the Council would not gain Adverse Possession as they had not had exclusivity of the site and it had not been fenced off. Mr Oldham responded that the Council had maintained the bench on the site for many years. Mr Stewart proposed that the Council respond to the Land Registry that they wished to continue with the application and try and negotiate with the two objectors. This was seconded by Mr Oldham, with nine Councillors voting in favour, one against and one abstention. It was therefore resolved to continue with the application and negotiate with the objectors.

Action – Clerk to inform the Land Registry the Council wishes to continue with their application. Clerk to contact BT and Mr Oldham to contact the resident.

At this time the meeting was terminated, as Mr Stewart stated it had run over its two hours and contravening Standing Order 1Y. It was therefore agreed to transfer any remaining business to the next meeting on Tuesday 6th February. The meeting terminated at 9.15pm.