

**Minutes start on a new page, and run in the order December to January**

**MINUTES OF THE MEETING OF BUTLEIGH PARISH COUNCIL HELD ON TUESDAY 3<sup>rd</sup> November 2015 IN THE CHURCH ROOM, BUTLEIGH.**

**PARISH COUNCILLORS PRESENT : A Carr, (Chairman). K Otton, R Burdett, W Moore-Read. E Aitken**

**OTHERS PRESENT : D Heeley, Mr & Mrs D Lester, B Dodkin, D Rymer.**

**STATEMENT OF DECLARATIONS OF INTEREST : The Chairman reminded Councillors of the need to make and to have recorded any Declarations of Interest made in accordance with the Local Authorities Model Code of Conduct Order adopted on 7th August 2012. (Based on District/ County Model ) (Chapter 7 of the Localism Act 2011).**

**URGENT BUSINESS :**

**MINUTES OF THE MEETING HELD ON 13<sup>th</sup> October 2015**, having been circulated, were signed as a true and correct record. Proposed K Otton, seconded E Aitken, all in favour.

**MATTERS ARISING :** Mendip Community Transport letter- meeting on 10<sup>th</sup> November. Housing Needs Survey meeting on 13<sup>th</sup> November with MDC Housing Officer, Somerset Community Council and Chairman.

Review Grounds Maintenance Contract meeting to be arranged with contractor regarding the review for 2016/17.

**PLANNING . -2015/2286/FUL Land at Henley Lane- New dwelling.** Recommend Refusal. Proposed W Moore-Read, seconded A Carr. All in favour

**2015/2417/LBC The Court – Change colour of window frames from white to Farrow and Ball off black.** Withdrawn

**2015/2392/HSE Rood Farm – Proposed orangery link extension including barn conversion.** Recommend Approval Proposed W Moore-Read, seconded R Burdett. All in favour

**Decisions: 2015/1992/HSE 12 Grenville Court- Proposed Porch- Approved**

**FINANCE : CURRENT AC**  
BALANCE                      £ 8055.69

**BR AC**  
BALANCE                      £ 7610.51

- HMRC	£ 53.40	+ Int	£ .95
- P Lockyer	£ 280.00		
- SCC Gates	£ 800.00		
- A Burdett	£ 107.38		
- A Carr	£ 29.70		
- A Carr	£ 88.92		

**Balance                      £ 6696.29**

**Balance                      £ 7611.46**

Proposed E Aitken, seconded K Otton, all in favour.

**FINANCIAL APPROVALS :** Resolutions to approve the following expenditure: HMRC £53.20, Proposed A Carr, seconded R Burdett. All in favour

Royal British Legion £50, Proposed A Carr, seconded R Burdett All in favour

S Petherbridge Lock for Long Drove £31.97, Proposed A Carr, seconded R Burdett All in favour

Wookey Software Consultants £200. Proposed E Aitken, seconded A Carr. All in favour

A Carr Footpath Mapping £31.20 Proposed K Otton, seconded R Burdett. All in favour

Butleigh Church Rooms Rent £168.00 Proposed A Carr, seconded R Burdett. All in favour

Mendip District Council Election expenses £137.52 Proposed R Burdett, seconded A Carr. All in favour

**FUTURE PROJECTS. Consider a) Neighbourhood Plan-** R Burdett presented a consultation document in a Butleigh Parish Council format for parishioners to respond positively at the Local Plan Meeting on 10<sup>th</sup> November.  
**b) Housing Needs Survey-** A Carr to draft additional parish questions for the survey, to establish that there is a genuine need in the village. This would also assist with the Neighbourhood Plan

**PRECEPT.** – Further discussions held

**SPEEDING Baltonsborough Road (EA)** Not heard back from SCC. D Pusey, co-ordinator for Speed Watch – needs 60m clear either end, Will be checked on site

**COMMEMORATION AT WAR MEMORIAL ON 11<sup>TH</sup> NOVEMBER at 10.55pm**

**COMPLETE WORK TO WAR MEMORIAL:** R Burdett will follow up the proposal to removing the soil, putting in a membrane and finishing with stone chippings by 10<sup>th</sup> November. E Aitken to become Lead Councillor for the War Memorial.

**CORRESPONDENCE:** Letter from Cooper and Tanner regarding Part II allocation of sites in the Local Plan for the Kincol Estate.

Chairman has had a conversation with Mrs Butt regarding land at Barton Road and the Part II allocation of sites in the Local Plan.

Correspondence from Rebecca Brown regarding stones coming from the wall from Lower Rockes onto Sub Road within the narrow point of Sub Road. Clerk to write to County Highways.

**LEAD COUNCILLORS REPORTS : None**

**MATTERS OF REPORT : None**

The meeting closed at 9.07p.m.

The next meeting 1<sup>st</sup> December 2015.

Chairman  
1<sup>st</sup> December 2015.

**MINUTES OF THE MEETING OF BUTLEIGH PARISH COUNCIL HELD ON TUESDAY 13<sup>th</sup> October 2015 IN THE CHURCH ROOM, BUTLEIGH.**

**PARISH COUNCILLORS PRESENT : A Carr, (Chairman). K Otton, R Burdett, W Moore-Read. E Aitken**

**OTHERS PRESENT : P Keggin, M Hoyle, T Hoyle, I Alexander.**

**STATEMENT OF DECLARATIONS OF INTEREST : The Chairman reminded Councillors of the need to make and to have recorded any Declarations of Interest made in accordance with the Local Authorities Model Code of Conduct Order adopted on 7th August 2012. (Based on District/ County Model ) (Chapter 7 of the Localism Act 2011).**  
A Carr - Personal Mendip Community Transport and BATs

**URGENT BUSINESS :** Mendip Community Transport letter : The Chairman requested an ‘in principal’ agreement to work with Mendip Community Transport for an alternative occasional bus service for the village should cuts occur to regular services. R Burdett proposed, seconded E Aitken, All in favour.

**MINUTES OF THE MEETING HELD ON 1<sup>st</sup> September 2015,** having been circulated, were signed as a true and correct record. Proposed K Otton, seconded W Moore-Read, all in favour.

**MATTERS ARISING : None**

**PLANNING . 2015/1992/HSE 12 Grenville Court-** Proposed Porch. No Comment  
**2015/1778/TPO 3 Court Park** – Proposed works to trees subject to TPO M351 No Comment  
**2015/1996/LBC Higher Hill Farm** – Demolition of steel framed structure adjacent to listed barn and erection re-erection of barn. No Comment  
**2015/2009/HSE 13 Wootton Street, Butleigh Wootton** – The removal of 20ft section of hedgerow and the creation of vehicular access with a permeable driveway providing parking for the residents of 13 Butleigh Wootton, The construction of a single storey garage. Recommend Approval with general comments concerning the lack of a specific description of the garage. Proposed W Moore-Read, seconded A Carr, all in favour

Decisions : -**2015/1620/CLE Betsy Cottage, The Laurels, High Street – Approved**  
**2015/1621/CLE Birch Cottage, The Laurels, High Street- Approved**  
**2015/1694/HSE 1 Grenville Court-** Part conversion of garage to study/office and laundry- **Approved**  
**2015/18753/HSE 29 Chapel Lane** – Demolish existing porch and erect new porch – **Approved**  
**2015/2007/HDG 13 Wootton Street, Butleigh Wootton** –The removal of a 20ft hedge in front of dwelling adjacent to Wootton Street- **Withdrawn.**  
**2015/1745/TCA St Leonards Church.** T1-T3 Semi mature Beech and 2 x semi mature Field Maples- dismantle but retain trunks at hedge level to form part of existing hedge- **TPO not req**  
**2015/1168/FUL Higher Hill Farm** – Construction of Tennis Court and associated enclosure- **Refused**  
**2015/1780/TCA 3 Court Park** – Proposed works to trees in a Conservation Area- **TPO not req**  
**2015/1463/HSE Moor House Barn** – Lean to hall extension and open porch –**Approved**  
**2015/2761/FUL Pondhead Cottage, Barton Road-** Demolition of existing dwelling and the erection of a replacement dwelling, along with a garage with home workspace building (amended description)- **Approved.**  
**2015/1032/HSE Rose Cottage, 3 Compton Street-** Erection of a side extension to an existing cottage, the erection of an entrance porch and the erection of a detached garage (amended plans)- **Approved**  
**2015/1909/HSE 14 Grenville Court** – Erection of porch- **Approved**  
**2015/1825/APP South Wootton House-** Application for approval of details reserved by condition 6 (external facing materials) on planning permission 2014/0555/FUL – **Approved.**

<b>FINANCE : CURRENT AC</b>		<b>BR AC</b>	
BALANCE	£ 8109.09	BALANCE	£ 7610.51
- HMRC	£ 53.40		
<b>Balance</b>	<b>£ 8055.69</b>	<b>Balance</b>	<b>£ 7610.51</b>

Remaining monies included for Footpaths £960.05. War Memorial £85.46

Proposed A Carr, seconded R Burdett, all in favour.

**FINANCIAL APPROVALS** : Resolutions to approve the following expenditure:

**HMRC £53.40** Proposed A Carr, seconded R Burdett, all in favour

**A Carr reimbursement Footpath Expenses £29.90.** Proposed K Otton, seconded R Burdett, all in favour

**R Burdett reimbursement Telephone Box restoration expenses £ 107.38** Proposed A Carr, seconded W Moore-Read, all in favour (except R Burdett)

**Somerset County Council purchase of 8 Marlow gates for Footpaths £800.00** Proposed A Carr, seconded K otton, all in favour

**A Carr reimbursement for gate £88.92.** Proposed K Otton, seconded R Burdett, all in favour

**Somerset Garden Services Village Green Maintenance £120.00 & Footpath Clearance £160 as per contract.** Proposed A Carr, seconded E Aitken, all in favour

**CASUAL VACANCIES** : No response from advertisement in Parish News.

**PURCHASE OF LAND FOR PLAYING FIELD** : Land at Baltonsborough Road beside the Playing Fields is for sale by auction. An offer to purchase approximately 1.5 acres has been made by the Village Hall Committee prior to auction. The Parish Council would become the owner of the additional land if the bid was successful. Longer term there would be the prospect of extending facilities at the pavilion.

A Carr proposed that the land is purchased in the Parish Council name but with no liability as to costs, seconded R Burdett, all in favour

**FUTURE PROJECTS. CONSIDER A) NEIGHBOURHOOD PLAN** - R Burdett prepared a briefing note regarding a Neighbourhood Plan. Having attended a seminar and spoken to other Parishes the recommendation is that Butleigh should proceed with a Neighbourhood Plan subject to obtaining financial support. R Burdett proposed that the Parish Council Working Group should continue to obtain preliminary information. Seconded by A Carr, all in favour.

**B) HOUSING NEEDS SURVEY** – A Carr will follow up with MDC.

**DATE OF LITTER PICK-** Saturday 7<sup>th</sup> November proposed and approved. Further litter pickers and waste bags to be purchased.

**PRECEPT. INITIAL DISCUSSIONS** - Draft bid for 2016/17 circulated.

**FOOTPATHS AND VOLUNTEERS** – 16 gates have recently been installed. Good feedback from the village. Mendip Ramblers Volunteers thanked for their contribution.  
Diversion of WS 2/32 shortly to be confirmed.

**REVIEW GROUND MAINTENANCE CONTRACT-** Proposed meeting with contractor prior to setting the Precept.

**TELEPHONE BOX-** R Burdett reported that work is in hand to renovate the telephone box, preparing to paint. Discussions regarding the future use were held.

**SPEEDING** – E Aitken reported speeding along Baltonsborough Road. Agreement to request speed monitoring in that area and relocate 20mph signs further out.

**BUTLEIGH - MENDIP LOCAL PLAN MEETING 10TH NOVEMBER,** Butleigh Church Rooms. 2-3pm and 7-8 pm

**CORRESPONDENCE:** Winter Maintenance.

CRISP (Community Resilience in Somerset Project) send to A Brown – Emergency Planning co-ordinator.

**LEAD COUNCILLORS REPORTS :** R Burdett – 11<sup>th</sup> November Remembrance Day at the War Memorial. Participation of School and Parish Council as in previous years

#### **MATTERS OF REPORT :**

The meeting closed at 9 p.m.

The next meeting 3<sup>rd</sup> November 2015.

Chairman

3<sup>rd</sup> November 2015.

**MINUTES OF THE MEETING OF BUTLEIGH PARISH COUNCIL HELD ON TUESDAY 1<sup>st</sup> SEPTEMBER 2015 IN THE CHURCH ROOM, BUTLEIGH.**

**PARISH COUNCILLORS PRESENT : A Carr, (Chairman). D Sharland. R Burdett, W Moore-Read, E Aitken**

**OTHERS PRESENT : Mrs S Walls, Mr & Mrs T Hoyle, Cllr N Woolcombe-Adams.**

**STATEMENT OF DECLARATIONS OF INTEREST : The Chairman reminded Councillors of the need to make and to have recorded any Declarations of Interest made in accordance with the Local Authorities Model Code of Conduct Order adopted on 7th August 2012. (Based on District/ County Model ) (Chapter 7 of the Localism Act 2011).**

**URGENT BUSINESS :**

**MINUTES OF THE MEETING HELD ON 4<sup>th</sup> August 2015**, having been circulated, were signed as a true and correct record. Proposed D Sharland, seconded W Moore-Read, all in favour.

**MATTERS ARISING :** David Warburton MP was due to make a short visit to the village on 25<sup>th</sup> August to discuss improvements to the mobile phone coverage but he did not arrive.

**PLANNING . 2015/1753/HSE 29 Chapel Lane, Butleigh** – Demolish existing porch and erect new porch. Recommend Approval. Proposed A Carr, seconded W Moore- Read. All in favour.

**2015/1909/HSE 14 Grenville Court-** Erection of porch. Recommend Approval. Proposed A Carr, seconded R Burdett. All in favour.

**2015/2007/HDG 13 Wootton Street, Butleigh Wootton** – The removal of 20ft hedge at front of dwelling adjacent to Wootton Street. Recommend Approval. Proposed A Carr, seconded E Aitken. All in favour.

**Decisions : -: 2015/1376/HSE 19 High Street, Butleigh** – Proposed dormer extension to rear elevation – Approved.

**Appeal ref APP/Q3305/W/15/3006044 Lower Rockes Farm** – Appeal dismissed.

**Appeal Ref APP/Q3305/W/15/3006421 Land on Kingweston Road** application for dwelling- Appeal dismissed.

**2014/2761/FUL Pondhead Cottage.** Demolition of existing dwelling and the erection of a replacement dwelling along with a garage with home workspace building (amended description) – Approved.

**2015/1463/HSE Moor House Barn, Butleigh Wootton** – Lean to hall extension and open porch – Approved  
**2015/1432/CFC 32 High Street** – Confirmation of compliance of conditions 1,2 and 3 for planning application 2012/1385/HSE.

<b>FINANCE : CURRENT AC</b>	
BALANCE	£ 8407.29
- HMRC £	53.20
- Lockyer£	250.00
+ Village Green £	5.00
<b>Balance</b>	<b>£ 8109.09</b>

<b>BR AC</b>	
BALANCE	£ 7610.51
<b>Balance</b>	<b>£ 7610.51</b>

Remaining monies included for Footpaths £960.05. War Memorial £85.46  
Proposed D Sharland, seconded R Burdett, all in favour.

**FINANCIAL APPROVALS :** Resolutions to approve the following expenditure HMRC £53.40 Proposed A Carr, seconded D Sharland, all in favour.

**ALLOCATE LEAD COUNCILLOR ROLES: Butleigh Playing Field Association** – D Sharland & R Burdett

**Parish News Board** – R Burdett  
**Future Projects-** R Burdett  
**SALC-** A Carr  
**Highways and Transport-** K Otton  
**Environment, Dogs, Cedar Avenue, Litter Pick-** E Aitken

**FUTURE PROJECTS. Consider a) Neighbourhood Plan,** W Moore- Read explained that we were out of time to influence the current planning framework and it would take a large amount of time. A working party to be formed with A Carr, W Moore-Read & R Burdett.

**b) Housing Needs Survey** – A Carr suggested a Survey is carried out in the short term subject to Mendip DC approval and to availability of funds.

**ATTENDANCE FOR MENDIP LOCAL PLAN (ALLOCATION OF SITES) MEETING 1<sup>ST</sup> OCTOBER 2 – 8pm:** The Mendip DC planners are holding a drop in event in Baltonsborough Village Hall, open to all. It was agreed that a Butleigh drop in session will be held on Tuesday 10<sup>th</sup> November between 7 and 9pm at the Church Room to allow villagers who could not attend the previous meeting to see and comment on the future plan. The Parish Council response will be submitted in December.

**LONG DROVE:** Alert from Blagrove Farm that the main gate is always left open and there is traveller interest in the Drove. The Clerk to write to people who have private access rights requesting that it is kept locked. Clerk to lock the gate and allocate keys to all who use it. A Carr to clear bridleway gate of brambles. Proposed A Carr, seconded R Burdett. All in favour.

**CORRESPONDENCE:** :- Glastonbury Abbey Appeal.- Leave to Precept setting  
Mendip Community Transport.- Allocate to K Otton to comment

**LEAD COUNCILLORS REPORTS : D Sharland-** BPFA assessment on safety failed as there was not enough bark. Extra bark to be supplied.  
Offered the transport for the collection of rubbish from the Litter Pick.  
**A Carr** – 2 further gates installed today and steps repaired on Barton Road by Mendip Group Ramblers. 12 more gates to be installed in the next few weeks.  
A walk to be arranged for early October.

**N Woolcombe- Adams reported :** SCC Government keen to devolve services. Somerset looking to work with other authorities.  
MDC : Exploring ways to work with South Somerset District Council.

**MATTERS OF REPORT :** Telephone Box refurbishment continuing – Decision on use.  
Date of Litter Pick to be fixed.

The meeting closed at 8.50 p.m.

The next meeting 13<sup>th</sup> October 2015.

Chairman  
13<sup>th</sup> October 2015.

**MINUTES OF THE MEETING OF BUTLEIGH PARISH COUNCIL HELD ON TUESDAY 4<sup>th</sup> August 2015 IN THE CHURCH ROOM, BUTLEIGH.**

**PARISH COUNCILLORS PRESENT : A Carr, (Chairman). K Otton,. D Sharland. R Burdett.**

**OTHERS PRESENT : T Hoyle, M Hoyle, S Walls B Coyshe, G & C Morton**

**APOLOGIES : W Moore-Read, E Aitken.**

**STATEMENT OF DECLARATIONS OF INTEREST : The Chairman reminded Councillors of the need to make and to have recorded any Declarations of Interest made in accordance with the Local Authorities Model Code of Conduct Order adopted on 7th August 2012. (Based on District/ County Model ) (Chapter 7 of the Localism Act 2011).**

**MINUTES OF THE MEETING HELD ON 7th July 2015**, having been circulated, were signed as a true and correct record. Proposed K Otton, seconded D Sharland, all in favour.

**MATTERS ARISING : None**

**PLANNING . : 2015/1463/HSE – Moor House Barn-** Lean to hall and extension. Recommend Approval.

Proposed A Carr, seconded R Burdett. All in Favour

**2015/1032/HSE- 3 Compton Street** – Erection of side extension to an existing cottage, the erection of an entrance porch and the erection of a detached garage- Amendments. Recommend Refusal. Proposed A Carr, seconded R Burdett. All in Favour

**2015/1694/HSE – 1 Grenville Court** – Part conversion of garage to study/office and laundry. Recommend Refusal. Proposed A Carr, seconded D Sharland. All in Favour

**2015/1621/CLE Birch Cottage, The Laurels, High Street** – Application for a Lawful Development Certificate for an existing use of Birch Cottage as a single dwelling house. . Recommend Approval. Proposed A Carr, seconded R Burdett. All in Favour

**2015/1620/CLE Betsy Cottage, The Laurels, High Street** – Application for a Lawful Development Certificate for an existing use of Betsy Cottage as a single dwelling house for holiday accommodation. . Recommend Approval. Proposed A Carr, seconded R Burdett. All in Favour

**Decisions: 2015/1127/HSE- Higher Hill Farm** – Proposed re-modelling with various alterations including two storey and single storey extensions- Approved

**2015/1355/AGB Land at Higher Farm Road** – Barn for Agricultural Storage- Prior approval not required.

**2015/1047/VRC South Wootton House, Butleigh Wootton** – Application for the variation of condition 2 (drawing numbers) following grant of planning permission 2014/0555/FUL - Approved

**FINANCE : CURRENT AC**

BALANCE £ 8526.26

+ British Solar £ 800.00

+ BPFA Rent £ 4.00

- HMRC July £ 53.40

- P Lockyer £ 430.00

- Auditor £ 120.00

- V Website £ 113.76

- SALC £ 205.81

Balance £ 8407.29

**BR AC**

BALANCE £ 7609.57

+ Int £ .94

Balance £ 7610.51

Remaining monies included for Footpaths £960.05. War Memorial £85.46

Proposed D Sharland, seconded K Otton, all in favour.

**FINANCIAL APPROVALS** : Resolutions to approve the following expenditure : . HMRC £53.20 Jul. Proposed seconded All in Favour

Somerset Garden Services and Maintenance Ltd Village Green £90.00, Footpath Clearance £160.00 Total £250.

Proposed D Sharland, seconded R Burdett. All in favour.

**FOOTPATH IMPROVEMENTS** – Approve purchase of gates from £800 grant. 12 new gates to be purchased with the grant plus SCC input. Mendip Ramblers to install during September. A Carr recommended approval, seconded R Burdett, All in favour

**CORRESPONDENCE:** – CAB withdrawal of mobile services.

Sally Read request to use the village green on 5<sup>th</sup> September 2015– Approved A Carr, seconded R Burdett. All in favour.

David Warburton MP is coming to Butleigh on 25<sup>th</sup> August by bike. He will be at the Rose and Portcullis at 10.15a.m. for 30 minutes regarding mobile phone coverage..

**LEAD COUNCILLORS REPORTS :** D Sharland - Sub Road water has re-appeared. STOP sign at Sub Road end of Compton Street has been up-rooted. Sign for St James Square has been ordered. Village maintenance to be reviewed.

A Carr – Water in Barton Road at the Fishponds entrance. Letter to be sent to Butleigh House reference the overgrown hedge which obstructs the Road Narrows sign and vision from High Street.

Drop in session for Part 2 of the Local Plan on 1<sup>st</sup> October at Baltonsborough Village Hall.

K Otton – Butleigh Road between Blagrove and Cowbridge crossroads – hole in the side of the road (verge) becoming a problem.

#### **MATTERS OF REPORT :**

The meeting closed at 8.15 p.m.

The next meeting 1<sup>st</sup> September 2015.

Chairman

1<sup>st</sup> September 2015.

#### **MINUTES OF THE MEETING OF BUTLEIGH PARISH COUNCIL HELD ON TUESDAY 2<sup>nd</sup> June 2015 IN THE CHURCH ROOM, BUTLEIGH.**

**PARISH COUNCILLORS PRESENT :** A Carr, (Chairman). K Otton,. D Sharland. W Moore-Read.

**APOLOGIES:** R Burdett,

**OTHERS PRESENT :** Mrs B Coysh, Emma Aitkin

**STATEMENT OF DECLARATIONS OF INTEREST :** The Chairman reminded Councillors of the need to make and to have recorded any Declarations of Interest made in accordance with the Local Authorities Model Code of Conduct Order adopted on 7th August 2012. (Based on District/ County Model ) (Chapter 7 of the Localism Act 2011).

D Sharland – 2014/2761/FUL Pond Head Cottage, Barton Road- Pecuniary Interest

K Otton - 2014/1276 FUL Brook Farm, Barton Road. Appeal. Personal Interest.

**URGENT BUSINESS :** Parish Council Vacancies

**MINUTES OF THE MEETING HELD ON 19<sup>th</sup> May 2015,** having been circulated, were signed as a true and correct record. Proposed D Sharland, seconded K Otton, all in favour.



**MATTERS ARISING : None**

**PLANNING . : Amendment : 2014/2761/FUL Pond Head Cottage, Barton Road** – Demolition of existing dwelling and the erection of a replacement dwelling, along with a garage with home workspace building and creation of new vehicular access (amended description and siting of dwelling). Recommend Refusal Proposed W Moore-Read Seconded A Carr. Refused 2 -1

**2015/1032/HSE Rose Cottage, 3 Compton Street** - Erection of side extension to an existing cottage, the erection of an entrance porch and the erection of a detached garage. Recommend Refusal. Proposed W Moore-Read, Seconded A Carr. All in favour

**Appeal: 2014/1276/FUL – Brook Farm, Barton Road** – Siting of mobile home and erection of barn adjacent to existing barn (Retrospective). No additional comments required

**FINANCE : CURRENT AC**  
BALANCE £ 13223.50

**BR AC**  
BALANCE £ 7609.57

Strode Theatre £ 100.00  
Sand D Air Amb £ 250.00.  
Butleigh PCC £ 1250.00  
Churchyard Tree£ 100.00  
BPFA Grant £ 1750.00  
Mendip CTGrant £ 100.00  
Citizens ABureau £ 150.00  
War Memorials £ 25.00  
Broker Insurance £ 620.64.  
HMRC PAYE £ 53.20

Balance £ 8824.66

Balance £ 7609.57

Proposed A Carr, seconded K Otton. All in favour.

**FINANCIAL APPROVALS** : Resolutions to approve the following expenditure: **Somerset Garden Services Village Green Maintenance £90 & Footpath Clearance £160 = £250.** Proposed A Carr. Seconded D Sharland. All in favour

**HMRC £53.40 June.** Proposed A Carr. Seconded D Sharland. All in favour

**FOOTPATH IMPROVEMENTS:** The Chairman is working on getting more funding for another 6 gates. Steep slope on footpath from St James Square is of concern.

**PARISH COUNCIL PAGE ON VILLAGE WEBSITE:** Clerk to attend to and report back

**CORRESPONDENCE:** None

**LEAD COUNCILLORS REPORTS : D Sharland** – Fly-tipping at bottom of Cedar Avenue. Clerk to alert Mendip DC  
K Otton – Sign in St James Square ‘Turning Area only No Parking’ is missing. D Sharland to obtain a quotation.

**MATTERS OF REPORT :**  
Parish Councillor vacancy

The meeting closed at 8.43 p.m.

The next meeting 7<sup>TH</sup> July 2015.

Chairman  
7<sup>th</sup> July 2015.

**MINUTES OF THE ANNUAL GENERAL MEETING OF BUTLEIGH PARISH COUNCIL HELD ON TUESDAY 19<sup>TH</sup> MAY 2015 IN THE CHURCH ROOM, BUTLEIGH.**

**PARISH COUNCILLORS PRESENT : A Carr, (Chairman). K Otton, D Sharland. W Moore-Read**

**OTHERS PRESENT : Angela Durbacz, Marjorie Brunt, Eileen Heath, Ed Melville, Sarah Melville, Richard Heath, Judith Tordoff, Roland Backhurst.**

**APOLOGIES: R Burdett.**

**ELECTION OF CHAIRMAN:** Existing Chairman, **A R Carr** remains in accordance with Standing Orders. No other nomination received. To be reviewed when full Council in place. Proposed D Sharland, seconded K Otton. All in favour.

**DECLARATION OF ACCEPTANCE OF OFFICE** were signed by the Chairman and all other councillors for this 4 year term of office

**ELECTION OF VICE CHAIRMAN : K Otton.** Proposed A Carr, seconded D Sharland. All in favour

**STATEMENT OF DECLARATIONS OF INTEREST : The Chairman reminded Councillors of the need to make and to have recorded any Declarations of Interest made in accordance with the Local Authorities Model Code of Conduct Order adopted on 7th August 2012. (Based on District/ County Model ) (Chapter 7 of the Localism Act 2011). D Sharland pecuniary interest in Appeals : Land on Kingweston Road APP/Q3305/W/15/3006421 & Lower Rockes APP/Q3305/W/15/3006044**

**PLANNING .: 2105/0986/HSE 3 West Park, Butleigh** – The removal of existing garage and the construction of a new 2 storey extension from the side elevation with a new pitched roof over entrance lobby. Recommend Approval Proposed A Carr, seconded K Otton, all in favour.

**Decisions .:2015/0740/HSE Orchard House, Barton Road-** Application to discharge condition 3 (external facing materials) of planning consent 2014/21230/HSE- Approved.

**Appeals : Land on Kingweston Road** – Proposed new dwelling and creation of vehicular access on land at Kingweston Road. Ref APP/Q3305/15/3006421 - Leave response as original Proposed A Carr, seconded K Otton

**Lower Rockes** – Erection of 2 dwellings (Plots 1 and 2) ; conversion of Barn A into 2 dwellings with double garage for each property; conversion of Barn B into 1 dwelling with a double garage; a detached dwelling (Plot 3) incorporating the conversion of Barn C; closure of vehicular access onto Compton Street & formation of a pedestrian link and formation of a new vehicular access to Sub Road (correction to description only). Ref APP/Q3305/W/15/3006044 – No proposal, as inadequate number of Councillors available to vote

**2015/0477/TCA Orchard Barn, Water Lane.** Proposed removal of two Leyland cypress and one pear tree, subject to replacement planting – Approved

**2015/0293/HSE Old Orchard, 6 West Park** – Extensions and alterations to bungalow incorporating new roof, rear dormer, rear extension, front porch, cladding and fenestration.- Approved.

*Eileen Heath, Ed Melville, Sarah Melville, Richard Heath, Judith Tordoff & Roland Backhurst left the meeting*

**APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES:**

**Somerset Association of Local Councils (SALC)** A Carr. Proposed D Sharland, seconded W Moore-Read. All in favour

**Butleigh Playing Fields Association (2)** D Sharland and R Burdett Proposed A Carr, seconded K Otton. All in favour

**Parish News Board** - Left in abeyance

**DISCUSSION OF LEAD COUNCILLOR'S DUTIES.**

Public Footpaths – A Carr

Planning – W Moore-Read

Community Facilities (Parish Assets) and Community Wellbeing inc War Memorial. - D Sharland

Solar Park Liaison- A Carr

Police, Speed Watch, Neighbourhood Watch- K Otton

Village Website – S Petherbridge

Local Government and Finance and Parish Council Policies – A Carr

*M Brunt left the meeting*

**RE-APPOINTMENT OF INTERNAL AUDITOR – MR S POUNCEY** Proposed A Carr, seconded K Otton. All in favour

**RE-APPOINTMENT OF GRIEVANCE & DISCIPLINARY AND APPEALS PANELS : Resolution**

**‘ That the members of the Grievance & Disciplinary & Appeal Panels be re- appointed for a further year’.**

**Panel members are – Grievance & Disciplinary – G Kirk, A Carr**

**Appeal Panel – I Mullins(Meare), K Otton & G de Wilton**

Agreed

**URGENT BUSINESS : None**

**MINUTES OF THE ANNUAL PARISH MEETING HELD ON 5<sup>TH</sup> MAY 2015**, having been circulated, were signed as a true and correct record. Proposed A Carr, seconded K Otton, all in favour.

**MATTERS ARISING : None**

**MINUTES OF THE MEETING HELD ON 5<sup>TH</sup> MAY 2015**, having been circulated, were signed as a true and correct record. Proposed D Sharland, seconded KL Otton, all in favour.

**MATTERS ARISING : Bulls at Broad Park Farm- Animal Health involved.**

**NOTICE OF PARISH COUNCIL MEETING DATES FOR 2015/16 – Change October meeting to 13<sup>th</sup> October**

**APPROVAL OF ANNUAL ACCOUNTS IN PREPARATION FOR ANNUAL AUDIT :** Proposed D Sharland, seconded K Otton, all in favour.

**FINANCE : CURRENT AC**  
BALANCE                      £ 13583.68

**BR AC**  
BALANCE                      £ 7609.57

-Somerset WT £ 100.00  
-Footpath Timber£ 50.00  
- Centrewire £ 39.60  
- Footpath Maint £ 170.58

Balance £ 13223.50

Balance £ 7609.57

Remaining monies included for Footpaths £160.05. War Memorial £85.46  
Proposed A Carr, seconded K Otton, all in favour.

**FINANCIAL APPROVALS : Resolutions to approve grants/payment as provided for in the 2015/16 Precept, as follows:**

Strode Theatre £100 – (LGA 1976 (Misc Prov) s19) Somerset and Dorset Air Ambulance £250 (LGA 1972 s137).

Butleigh PCC Churchyard Grant £1250 (LGA 1972 s214) Butleigh PCC Churchyard Tree Grant £100 (LGA 1976 s215) Proposed, seconded, all in favour.

BPFA Playing Field Maintenance Grant – Grounds maintenance £1750 (LGA 1976 s19) Mendip Community Transport Grant £100 (LG&R Act 1997 s26-29) Citizens Advice Bureau £150 (LGA 1972 s142).

War Memorials Trust Subscription £25 (LGA 1972 s 137) SALC Subscription £205.81 Broker Network Ltd Insurance £620.64.

HMRC PAYE May £53.20

Proposed A Carr, seconded K Otton, all in favour.

**CO- OPTING COUNCILLORS:** Co-option to fill 3 Casual Vacancies was discussed

**1<sup>ST</sup> JULY CHANGES (CLERK):** The Clerk explained the Transparency code for smaller authorities.

**HIGHWAYS REF WATER IN SUB ROAD:** Noted the flow of water is greatly reduced. Monitoring ongoing.

**CORRESPONDENCE:** A Carr: T Hoyle wrote to David Warburton MP regarding mobile phone reception. MP would like to visit Butleigh to discuss.

Clerk : Request to spread ashes of former resident at the War Memorial.

**LEAD COUNCILLORS REPORTS :** D Sharland : Bank mandate for further signatories. Further waste tipped along Long Drove.

The meeting closed at 9.30 p.m.

The next meeting 2<sup>nd</sup> June 2015.

Chairman  
2<sup>nd</sup> June 2015.

**MINUTES OF THE MEETING OF BUTLEIGH PARISH COUNCIL HELD ON TUESDAY 5<sup>th</sup> May 2015 IN THE CHURCH ROOM, BUTLEIGH.**

**PARISH COUNCILLORS PRESENT : A Carr, (Chairman). K Otton, A Brown, T Hoyle, M Hoyle, T Dodkin. D Sharland.**

**OTHERS PRESENT : Nick Foster, Wayne Moore-Read**

**APOLOGIES: R Burdett**

**STATEMENT OF DECLARATIONS OF INTEREST : The Chairman reminded Councillors of the need to make and to have recorded any Declarations of Interest made in accordance with the Local Authorities Model Code of Conduct Order adopted on 7th August 2012. (Based on District/ County Model ) (Chapter 7 of the Localism Act 2011). D Sharland declared an interest in planning application Kingweston Road**

**URGENT BUSINESS :**

**MINUTES OF THE MEETING HELD ON 7<sup>th</sup> April 2015**, having been circulated, were signed as a true and correct record. Proposed M Hoyle, seconded T Hoyle, all in favour.

**MATTERS ARISING :** Water leak in Sub Road remains.  
Moorview Nurseries Enforcement.

**PLANNING . 2015/00663/LBC The Court, Butleigh Court – Interior refurbishment.**  
Recommend Leave to Planning Officer

<b>FINANCE : CURRENT AC</b>		<b>BR AC</b>	
BALANCE	£ 1159.94	BALANCE	£ 7609.57
-Com Council	£ 40.00		
-SALC	£ 14.70		
+Precept	£12000.00		
+Support Grant	£ 378.44		
+Donation (FP)	£ 100.00		
<b>Balance</b>	<b>£13583.68</b>	<b>Balance</b>	<b>£ 7609.57</b>

Remaining monies included for Footpaths £385.10. War Memorial £85.46  
Proposed T Dodkin, seconded T Hoyle, all in favour.

**FINANCIAL APPROVALS :** Resolutions to approve the following expenditure: **Somerset Wildlife Trust £100.** Proposed A Carr, Sec M Hoyle. All in favour.

**S Petherbridge- purchase of Railway Sleepers for footpath bridges £50.** Proposed A Carr, seconded T Dodkin. All in favour.

**Centrewire purchase of hinge for footpath gates £39.60.** Proposed A Carr, seconded A Brown. All in favour.

**A Carr -Footpath Materials £170.58** Proposed T Dodkin, seconded A Brown. All in favour.

**FOOTPATH IMPROVEMENTS :** A Carr reported that 49 existing or new gates are in place and 18 stiles. 2 stiles to do funded by SCC. £160 of the grant money still to be used.

Broad Park Farm bulls in field. Somerset County Council have put in a Road Closure for 21 days on the path.

**SOLAR GRANTS. APPROVE AND SIGN DEED OF NOVATION:** A Carr reported: Application received from Friends of Butleigh School, Playing Field and Parish Council will all be submitted to Solar Company.

Footpath Claim of £800 proposed A Carr, seconded A Brown. All in favour

The Deed of Novation is to move the responsibility of solar grants from Micho 1204 Ltd to British Solar Renewables Ltd

A Carr proposed that the Deed of Novation is signed. Seconded by A Brown. All in favour.

**CORRESPONDENCE: Somerset Emergency Community Contacts (AB)** Emergency Planning Group at SCC are asking for three names of responsible people to authorise the incurrance of expenditure. To be discussed in the June meeting.

**Planning appeals notification-** Lower Rockes – The Inspector has proposed an informal hearing.

Kingweston Road written representations. Comments in by 3<sup>rd</sup> June. To be discussed at the next PC meeting.

**Co-ordinator Cedar Avenue (AC)** Brian Marshall has resigned from his duties as co-ordinator of Cedar Avenue, but will supervise the use of this year's precept.

**LEAD COUNCILLORS REPORTS : A Brown** – New Hospital Development- Water running down Sub Road since the development. Developer has dug out a shallow gully that will not be sufficient. Agreed a report to Highways.

**T Dodkin :** Rubbish has been dumped in Back Town and Watchwell Drove.

**D Sharland :** Beer Festival at Rose and Portcullis was successful.

**M Hoyle :** Litter Pick. D Keggins will take on the litter pick in October.

**A Carr :** Thanks to Tim Hoyle for arranging the footpath map.

**K Otton :** Long Drove- dumping of rubble. Has been dealt with.

**MATTERS OF REPORT :** Enforcement at Moorview Nurseries. Emergency Contacts, Highways.

The Chairman thanked all Councillors for the past four years.

The meeting closed at 8.50 p.m.

The next meeting 19<sup>th</sup> May 2015.

Chairman

19<sup>th</sup> May 2015.

**MINUTES OF THE MEETING OF BUTLEIGH PARISH COUNCIL HELD ON  
TUESDAY 7<sup>th</sup> April 2015 IN THE CHURCH ROOM, BUTLEIGH.**

**PARISH COUNCILLORS PRESENT : T Dodkin (Chairman for Parishioners Questions), A Carr (Chairman for meeting) K Otton, T Hoyle, M Hoyle, D Sharland.**

**OTHERS PRESENT : D Heeley**

**APOLOGIES: A Brown. R Burdett.**

**STATEMENT OF DECLARATIONS OF INTEREST : The Chairman reminded Councillors of the need to make and to have recorded any Declarations of Interest made in accordance with the Local Authorities Model Code of Conduct Order adopted on 7th August 2012. (Based on District/ County Model ) (Chapter 7 of the Localism Act 2011).**

**URGENT BUSINESS :**

**MINUTES OF THE MEETING HELD ON . 3<sup>rd</sup> March 2015**, having been circulated, were signed as a true and correct record. Proposed D Sharland, seconded K Otton, all in favour.

**MATTERS ARISING : None**

**ENCROACHMENT OF VEHICLES ON CORNER OF VILLAGE GREEN-** D Heeley stated that encroachment by lorries on the corner of the village green was a concern. Budget does not allow for this type of expenditure at present and a longer term solution is required. Short term options were discussed including plastic matting.

**PLANNING . :2015/0477/TCA Orchard Barn** – Proposed removal of two leylandi cypress and one pear tree, subject to replacement planting. (Beyond the time limit so left to the planning officer).

**Decisions: 2014/2430/TCA 5 Mounsdon Close** – Felling of a Tree of Heaven in a Cons Area- Approved

**2014/2710/APP 2 Rood Cottages, Kingweston Road** – Application for approval of matters reserved by condition 9 (approval of tree protection plan and arboricultural method statement) of planning application 2014/2667/FUL- Approved

**2015/0012/APP Broadway Farm, Butleigh Wootton** – Application for approval of matters reserved by conditions 3 & 4 (schedule of materials and finishes) of planning application 2014/1292/LBC- Approved

**2015/0035/HSE Rowans, High Street** – Erection of single storey side and rear extension following demolition of existing attached garage, rear lean – to conservatory and canopy- Approved

**FINANCE : CURRENT AC**

BALANCE	£ 2287.85
HMRC	£ 190.80
Clerk Salary & An ex£	941.11
Hooper N' Board	£ 330.00
Centrewire	£ 870.50
TFR from BR ac	£ 1000.00
+ VAT	£ 254.50

**BR AC**

BALANCE	£ 8608.54
- Tfr	£ 1000.00
+ INT1/4/15	£ .97

**Butleigh Elders           £   50.00**

**Balance                   £ 1159.94**

**Balance                 £ 7609.57**

Remaining monies included for Footpaths £285.10. War Memorial £85.46  
Proposed T Dodkin, seconded K Otton, all in favour.

**FINANCIAL APPROVALS** : Resolutions to approve the following expenditure : .  
Community Council for Somerset – membership £40. Proposed A Carr seconded K Otton.  
All in favour  
SALC Good Councillors’ Guide £14.70. Proposed M Hoyle seconded K Otton. All in favour

**FOOTPATH IMPROVEMENTS** – Balance of grant/donations (£285) to be spent on A1  
plan, and fixing new parish notice board, additional new gate (part new donation), timber  
rails and posts. Proposed A Carr, seconded M Hoyle. All in favour  
Parish Council agree in principle to holding Mendip Walking Festival in Butleigh in August  
2016. No costs anticipated for Parish Council. Co operation of Playing Fields obtained in  
principle. Proposed A Carr, seconded T Dodkin. All in favour  
The next phase of improvements is the installation of seven new gates by Mendip Ramblers  
Association.

**WHITEFIELDS NATURE RESERVE-** Parish Council to co operate with Somerset  
Wildlife Trust in organising walk and event on 28<sup>th</sup> May, commencing at 6.30pm from the  
Rose and Portcullis. Followed by short talk at Reserve and refreshments.  
A Carr proposed that £100 is donated to the SWT for printing coloured route cards for  
display in shop. Seconded by M Hoyle. All in favour.

**PARISH NOTICEBOARDS-** New board to be installed in Butleigh. J Forsey to be asked  
to install the Butleigh Wootton board for £50 plus VAT. Proposed A Carr, seconded T  
Hoyle. All in favour.

**ANNUAL LITTER PICK** – T Hoyle suggested that David Keggin be asked to arrange a  
litter pick in May or October.

**TRANSFER OF SPEED INDICATOR DEVICES TO PARISH COUNCILS-** E mail  
from SCC has been forwarded to village volunteer who was previously willing to run  
Butleigh SID. In view of increased red tape and cost, no not feasible. No costs allowed for  
in Precept.

**CORRESPONDENCE** : HGV use of High Street and Baltonsborough Road – Clerk to  
speak to Bob Clapp as it would seem that the lorries are connected with the cheese industry.

**LEAD COUNCILLORS REPORTS** : Long Drove dumping of rubble to be looked in to.  
D Sharland reported 94 adults and 8 children ran the Multi Terrain run raising approx £1000.  
Broad Park Farm. Dexter cattle, mainly bulls in field where public footpath crosses. To be  
reported to County Footpaths.  
Fibre optic broadband is being connected within the village.  
M Hoyle- Water leak or spring in Sub Road.  
T Hoyle – Butleigh Landscaping- Ask Planning Enforcement for update.

**MATTERS OF REPORT** : : Somerset Emergency Community Contacts (AB)



The meeting closed at 9.20 pm  
The next meeting . 5<sup>th</sup> May 2015 (APM + usual meeting).

Chairman  
5<sup>th</sup> May 2015.

**MINUTES OF THE MEETING OF BUTLEIGH PARISH COUNCIL HELD ON TUESDAY 3<sup>rd</sup> March 2015 IN THE CHURCH ROOM, BUTLEIGH.**

**PARISH COUNCILLORS PRESENT : T Dodkin, (Chairman). K Otton, A Brown, D Sharland.**

**OTHERS PRESENT : R Chaddock, Mrs M Brunt, B Dodkin**

**APOLOGIES: A Carr, T Hoyle, M Hoyle, R Burdett**

**STATEMENT OF DECLARATIONS OF INTEREST : The Chairman reminded Councillors of the need to make and to have recorded any Declarations of Interest made in accordance with the Local Authorities Model Code of Conduct Order adopted on 7th August 2012. (Based on District/ County Model ) (Chapter 7 of the Localism Act 2011).** Dispensation given by the Clerk to T Dodkin ref Planning application 2015/0323 South Wootton House as husband is employed by the agent although is not involved in this application.

D Sharland declared a personal interest ref Planning Application 2015/0293.

**URGENT BUSINESS :**

**MINUTES OF THE MEETING HELD ON 3<sup>rd</sup> February 2015**, having been circulated, were signed as a true and correct record. Proposed A Brown, seconded T Dodkin, all in favour.

**MATTERS ARISING : None**

**PLANNING . 2015/0293/HSE- Old Orchard, 6 West Park-** Extensions and alterations to bungalow incorporating rear dormer, rear extension, front porch, cladding and fenestration. Recommend Refusal. Proposed T Dodkin, seconded D Sharland. All in favour  
**2015/0323/FUL- South Wootton House, Looks Lane, Butleigh Wootton –** Change of use of agricultural land to kitchen garden and erection of gardeners bothy and greenhouse. Recommend Approval. Proposed T Dodkin, seconded A Brown. All in favour

**Decisions : -2014/2730/APP – Higher Hill Farm –** Application for approval of details reserved by conditions: 3 (schedule of materials including roofs and external surfaces), 4 (sample panel of external walling materials), 5 (rainwater goods), and 6 (joinery details) of planning application 2014/2473)- Approved

**2014/2489/LBC – Higher Rockes Barn, Henley Lane –** Conversions to dwelling comprising changing steel roof to tiled and glazed roof, installation of conservation style rooflights and a replacement glazed door and sidelight. Part retrospective application. – Approved

**2015/0072/TCA – Houndwood Lodge –** Proposed felling of fir tree in Conservation Area- TPO not required.

**2014/2192/HSE – Orchard Barn, Water Lane –** Over cladding of existing non original extension, new windows and amendments to existing fenestration and enclosing of existing porch. (Amendment information received 18<sup>th</sup> December 2014 showing removal of proposed weather boarding and ground floor en-suite window). – Approved

**FINANCE : CURRENT AC**

**BR AC**

BALANCE	£ 2940.57	BALANCE	£ 8608.54
R Burdett	£ 14.04		
Clerk Salary	£ 346.64		
HMRC	£ 130.30		
Chair Ex's	£ 187.98		
Gates	£ 293.76		
+Mayman(gates)	£ 320.00		
<b>Balance</b>	<b>£ 2287.85</b>	<b>Balance</b>	<b>£ 8608.54</b>

Proposed T Dodkin, seconded K Otton, all in favour.

**FINANCIAL APPROVALS** : Resolutions to approve the following expenditure : Clerk Salary & Annual Expenses £941.11 HMRC £190.80. Proposed T Dodkin, seconded D Sharland, All in favour. Centrewire (gates) £870.50 Proposed T Dodkin, seconded A Brown, All in favour., P Hopper (Noticeboard) £330 Proposed T Dodkin, seconded A Brown, All in favour.

Elders Tea Party (PCC) £50 Proposed T Dodkin, seconded A Brown. All in favour.

**RECRUITMENT OF PARISH COUNCILLORS FOR 2015/19**: Open Morning on 28<sup>th</sup> March.

**CORRESPONDENCE**: D Heeley- Unsightly look of the bank on the green where lorries are encroaching.

**LEAD COUNCILLORS REPORTS** : K Otton- Water leak on Sub Road. A Brown has reported it to Bristol Water. Leak has still not been repaired. Clerk to contact Bristol Water as a matter of urgency.'

A Brown – Dog Poo bags again appearing in 'The Drain'

D Sharland – BPPA report lacking in members and morale is low. A request to meet the new Parish Council after May to discuss the future of BPPA.

**MATTERS OF REPORT** : Village Green- Encroachment of lorries onto the corner of the Village Green.

Set the date for the Annual Litter Pick.

The meeting closed at 20.18 p.m.

The next meeting 7<sup>th</sup> April 2015.

Chairman  
7<sup>th</sup> April 2015.

**MINUTES OF THE MEETING OF BUTLEIGH PARISH COUNCIL HELD ON TUESDAY 3<sup>rd</sup> February 2015 IN THE CHURCH ROOM, BUTLEIGH.**

**PARISH COUNCILLORS PRESENT : A Carr, (Chairman). K Otton, A Brown, T Dodkin. D Sharland. M Hoyle**

**OTHERS PRESENT: Keith Fry, Philipa Turner, Kevin Vincent, Marjorie Brunt. Cllr N Woolcombe-Adams, Lee Wright (Pointcloud) Nina and Toby Harris, William Habbersham.**

**APOLOGIES : T Hoyle, R Burdett. D Sharland.**

**STATEMENT OF DECLARATIONS OF INTEREST : The Chairman reminded Councillors of the need to make and to have recorded any Declarations of Interest made in accordance with the Local Authorities Model Code of Conduct Order adopted on 7th August 2012. (Based on District/ County Model ) (Chapter 7 of the Localism Act 2011). A Carr – Pecuniary interest in 2014/2637/HSE 77 Butleigh Hill and Pecuniary interest on Chairman’s Expenses.**

**URGENT BUSINESS : None**

**MINUTES OF THE MEETING HELD ON 6<sup>th</sup> January 2015**, having been circulated, were signed as a true and correct record. Proposed T Dodkin, seconded, M Hoyle, all in favour with the exception of A Brown who was absent..

**MATTERS ARISING : None**

**PLANNING . : 2014/2489/LBC – Higher Rockes Barn, Henley Lane-** Conversion to dwelling comprising changing steel roof to tiled and glazed roof, installation of conservation style roof lights and a replacement glazed door and a sidelight. Part retrospective application.- Recommend Approval- Proposed A Carr Seconded T Dodkin, All in favour  
**2014/2637/HSE- 77 Butleigh Hill-** Garden room extension on the side (south) elevation and internal alterations. .- Recommend Approval- Proposed T Dodkin Seconded A Brown, All in favour

**2014/2761/FUL – Pondhead Cottage, Barton Road –** Demolition of existing dwelling and the erection of a replacement dwelling, along with a garage with home workspace building. – Recommend Refusal- Proposed A Carr, Seconded T Dodkin , 4 in favour, 1 against

**2015/0035/HSE – Rowans, High Street –** Erection of single storey side and rear extension following demolition of existing attached garages, lean to conservatory and canopy. .- Recommend Approval- Proposed A Carr, Seconded A Brown. All in favour..

**2015/0072/TCA – Houndwood Lodge, Water Lane –** Proposed felling of a fir tree in a Conservation Area. .- Recommend Leave to Planning Officer- Proposed A Carr Seconded T Dodkin, All in favour

Decisions : -. **2014/2513/HSE – 35 Cornish Cottages, High Street –** Single storey extension on the rear elevation of the property- Approved

**22014/2473/HSE – Higher Hill Farm** – Renewal of permission 2011/2800- proposed re-modelling of dwelling house with various alterations including two storey and single storey extension- Approved

**2014/2256/FUL – Orchard Farm, Kingweston Road** – Proposed demolition of single storey outbuilding and erection of single storey holiday let with associated landscaping, parking and access - Approved

**VISITING COUNCILLORS REPORT:** Cllr Woolcombe-Adams reported Mendip news-budget coming up to cabinet, reasonably sound state financially unlikely to increase council Tax this year. Gladman Properties have sought judicial review on the new Local Plan. A QC has been engaged to fight Gladman Properties at the end of March. Part 2 of the Local Plan has been delayed.

SCC- Some difficult financial decisions to be made but no increase in Council Tax likely. Hinkley Point still being debated.

A303 has now been guaranteed by Government that there will be improvements.

Somerset Rivers Authority has been formed, funding from Central Government and in the future from all districts. This will result in an increase in Council Tax for all Somerset tax payers.

**FINANCE : CURRENT AC**

BALANCE £ 4575.15  
Butleigh Landscaping £ 710.00  
HMRC £ 89.40  
HMRC £ 95.40  
Clerk Salary £ 358.24  
Clerk Salary £ 381.54.

**Balance £ 2940.57**

**BR AC**

BALANCE £ 8607.45

Int Oct – Dec £ 1.09

**Balance £ 8608.54**

Proposed A Brown, seconded K Otton, all in favour.

**FINANCIAL APPROVALS :** Resolutions to approve the following expenditure: -

R Burdett (Telephone Kiosk Repairs) £14.04 Proposed A Carr, seconded T Dodkin, all in favour.

Clerk Salary 346.64. HMRC £130.30. Proposed A Carr, seconded M Hoyle, all in favour.  
A Carr- Chairman's expenses £187.98 and gates £ 293.76 Proposed T Dodkin, seconded A Brown, all in favour.

**RECRUITMENT OF PARISH COUNCILLORS FOR MAY 2015:** Notice to be put in Parish Magazine advertising the drop in session on 28<sup>th</sup> March.

**RESOLUTION TO ADOPT THE FINANCIAL REGULATIONS DATED 3<sup>RD</sup> FEBRUARY 2015 :** Proposed A Carr, Seconded K Otton. All in favour.

**PARISH NOTICE BOARDS :** A Carr proposed that a new notice board is made for the Parish Council to house a map of the village showing the Public Rights of Way. One of the existing notice boards will replace the Butleigh Wootton board that is in disrepair. A quotation of £330 for construction of cabinet and £12 for the A1 map was proposed by A Carr and seconded by M Hoyle, all in favour. Work to be instructed immediately

**LEAD COUNCILLORS REPORTS :** A Brown- Potholes have been sprayed for repair.  
Gully at Rood Farm to be unblocked.  
K Otton – Back Lane, Butleigh Wootton drain blocked.

The meeting closed at 21.09 p.m.

The next meeting 3<sup>rd</sup> March 2015.

Chairman  
3<sup>rd</sup> March 2015.

**MINUTES OF THE MEETING OF BUTLEIGH PARISH COUNCIL HELD ON TUESDAY 6<sup>th</sup> January 2015 IN THE CHURCH ROOM, BUTLEIGH.**

**PARISH COUNCILLORS PRESENT : A Carr, (Chairman). K Otton, T Hoyle, M Hoyle, T Dodkin. R Burdett.**

**APOLOGIES : D Sharland, A Brown**

**OTHERS PRESENT :**

**STATEMENT OF DECLARATIONS OF INTEREST : The Chairman reminded Councillors of the need to make and to have recorded any Declarations of Interest made in accordance with the Local Authorities Model Code of Conduct Order adopted on 7th August 2012. (Based on District/ County Model ) (Chapter 7 of the Localism Act 2011).**

**URGENT BUSINESS :**

**MINUTES OF THE MEETING HELD ON 3<sup>rd</sup> December 2014**, having been circulated, were signed as a true and correct record. Proposed T Hoyle, seconded M Hoyle, all in favour.

**MATTERS ARISING :** T Dodkin reported that she had spoken to a dog walker regarding dog fouling in the drain.

T Dodkin reported she had sent a letter to Butleigh School inviting the Head to the Annual Parish Meeting on 5<sup>th</sup> May.

A Carr reported that he had written to Angus MacDonald requesting: 1. The footpath WS2/30 to be connected to the proposed new road. 2. The two gates at the entrances to the farm to be removed. Both requests were agreed.

A Carr reported that the contract for Village Maintenance with Somerset Garden Services and Maintenance Ltd had been agreed and will be operative from 1<sup>st</sup> March 2015. The Clerk had omitted to inform the applicants other than Butleigh Landscaping. This to be addressed.

**PLANNING : 2014/2430/TCA 5 Mounsdon Close :** Proposed felling of a Tree of Heaven in a Conservation Area. Leave to the Planning Officer- All in favour.

**2014/2513/HSE 35 Cornish Cottages-** Single Storey extension on the rear of the property. Recommend Approval -Proposed M Hoyle, seconded R Burdett, all in favour.

**2014/2473/HSE Higher Hill Farm –** Renewal of permission 2011/2800 proposed re-modelling of dwelling house with various alterations including two storey and single storey extensions. Recommend Approval – Proposed M Hoyle, seconded K Otton, all in favour.

**2014/2192/HSE Orchard Barn, Water Lane –** Over Cladding of existing non original extension, new windows and amendments to existing fenestration and enclosing of existing porch. (Amended information received 18<sup>th</sup> Dec 2014 showing removal of proposed weatherboarding and ground floor ensuite window) Recommend Approval- Proposed M Hoyle, seconded T Dodkin, all in favour

**2014/2191/DUB Orchard Barn, Water Lane –** Over cladding of existing non original extension, new windows and amendments to existing fenestration and enclosing of existing porch. Small areas of demolition are required to introduce new window openings. (Amended information received 18<sup>th</sup> December 2014 showing removal of proposed weather boarding and ground floor ensuite window) Recommend Approval –Proposed M Hoyle, seconded T Dodkin, all in favour

**Decisions- 2014/2067 FUL -2 Rood Cottages** – Conversion and extension of curtilage outbuilding for use as a single holiday let and formation of vehicular access- Approved  
**2014/1691/OTA Sub Road-** Outline application for residential development adjacent to Sub Road- Refusal  
**2014/2069FUL – 2 Rood Cottages-** Erection of covered parking, garaging and ground and attic storage and formation of alternative vehicular access- Refused  
**2014/2024/HSE- Green Furlong, Henley Lane.-** Demolition of existing side extension and the construction of a 2 storey side extension – Approved  
**2014/2120/HSE – Orchard House, Barton Road** – Demolition of existing detached garage, works including a two storey extension on the front elevation and 2 no two storey extensions on the rear elevation with the Addition of a balcony and internal alterations including a link to a replacement double garage with games room on the first floor- Approved  
**2014/1742/HSE – Clematis Cottage** – Proposed removal of Thuja plicata hedge ( subject to replacement planting) – No Objection.  
**2014/2317/OTA- Land on Kingweston Road** –Proposed new dwelling and creation of vehicular access on land at Kingweston Road – Refused  
**2014/2342/TCA- St Leonards Church-** Proposed felling of 2 trees in a Conservation Area- TPO not required- No Objection.  
**2014/2229/TCA- Land opposite Court Lodge, Butleigh Court Access Track** – Proposed works to trees in a Conservation area including coppicing of Lime x 10 Beech x 1 Fir x 1. TPO not required – No Objection  
**2014/2418/APP- The Court** – Application for approval of matters reserved by condition 8 (schedule of materials) 2014/1665/HSE- Approved  
**2014.2419/APP – The Court-** Application for approval of matters reserved by condition 8 ( schedule of materials) of planning application 2014/1580 LBC

**FINANCE : CURRENT AC**

BALANCE	£ 6154.85
+Health & Wellbeing	£ 900.00
B LS- Village Green	£ 60. 00
HMRC	£ 89.60
Clerks Salary	£ 358.04.
Butleigh Churchyard	£ 1250.00
SCC.gates for FP's	£ 450.00
BPCC- Hire of Room	£ 156. 00
Butleigh Elders Party	£ 50. 00
T Hoyle-Domain	£ 8.46.
Get Mapping PLC	£ 57.60

**Balance                   £ 4575.15**

**BR AC**

BALANCE	£ 8607.45
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**Balance                   £ 8607.45**

Proposed A Carr, seconded R Burdett, all in favour.

**COUNCIL TAX SUPPORT GRANT ALLOCATION 2015/16 = £378.44**

**FINANCIAL APPROVALS** : Resolutions to approve the following expenditure : -

Butleigh Landscaping £710 = £60 Nov Village Green, £230 Footpaths, £420 Street Sweeping. Proposed A Carr, seconded T Dodkin, all in favour.

HMRC £89.40 + £95.40 Clerk Salary £358.24 & £381.54. Proposed A Carr, seconded K Otton, all in favour.



**RECRUITMENT OF PARISH COUNCILLORS FOR MAY 2015-** A Carr suggested that an article should be put in the Parish Magazine to recruit new Parish Councillors. A 'Drop In' question and answer session to be arranged for Saturday 28<sup>th</sup> March at Butleigh School between 10.30-12.00. Councillor nomination forms can be obtained from Clerk or MDC in March. Completed nomination papers are to be sent in between Thursday 2<sup>nd</sup> April and 4 p.m. Thursday 9<sup>th</sup> April.

**CORRESPONDENCE:** Butleigh Multi Terrain Run- Sunday 22<sup>nd</sup> March at 11.30am.  
Somerset Garden Service and Maintenance Ltd - acceptance of Village Maintenance contract.  
Transparency Code for Parish Councils  
Adoption of Part 1 of the MDC Local Plan

**LEAD COUNCILLORS REPORTS :** R Burdett- Suggests the future Parish Council looks at preparing a Neighbourhood Plan.

R Burdett reported that the door of the telephone box has been removed for renovation.

Work to be done over the next few months. A Carr to oversee in R Burdett's absence.

A Carr stated that the amended Financial Regulations should be in place and adopted at the next meeting.

**MATTERS OF REPORT :** Adoption of Financial Regulations.

The meeting closed at 8.45p.m.

The next meeting 3<sup>rd</sup> February 2015.

Chairman  
3<sup>rd</sup> February 2015.

## **READ ME**

**To add the next set of minutes:**

- 1) At top of last minutes (below this page) do a page break**
- 2) Cut and paste minutes in Word**
- 3) Highlight date and year in red**
- 4) Save as PDF and transfer to Butleigh website