

**MINUTES OF THE ANNUAL GENERAL MEETING OF BUTLEIGH PARISH COUNCIL HELD ON Tuesday 4<sup>TH</sup> May 2010 IN THE CHURCH ROOM, BUTLEIGH.**

**PARISH COUNCILLORS PRESENT :** A Brown, (Chairman). K Otton, C Pouncey, A Carr, M Pusey, G Goad, Col J Payne

**APOLOGIES :** J Walker (Health)

**OTHERS PRESENT :** Mrs H Milroy, Mr & Mrs G de Wilton, Mr A Ward

**ELECTION OF CHAIRMAN :** A Brown, proposed Col J Payne, seconded M Pusey, all in favour. A Brown took the chair and signed the Declaration of Acceptance of Office.

**ELECTION OF VICE CHAIRMAN :** A Carr, proposed A Brown, seconded G Goad, all in favour

**APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES :**

SALC – Col J Payne, A Brown

BPFA- G Goad, C Pouncey.

Parish News Board – J Walker.

**NOMINATION OF LEAD COUNCILLORS :**

SALC – A Brown & Col J Payne

Planning/ Housing co-ordinator – A Carr

Environment/ Waste – G Goad

Transport/ Highways – A Brown

Health- J Walker

Police/ Neighbourhood Watch, Speed Watch – M Pusey

Local Government/ Finance/ Corporate Policies – Col J Payne

Local Government Finance/ Regulations – Clerk

Youth/ Schools – J Walker

Entertainment/ Arts/ Tourism – J Walker

Church/ Churchyard/ War Memorial/ Public Buildings – Col J Payne

Travellers/ Drovers – K Otton

Trees- A Carr

It was agreed to elect en mass as before

**RE-APPOINTMENT OF INTERNAL AUDITOR :** Resolution ‘ To approve the appointment of the Parish Council’s Internal Auditor for the year 2010/11’.

Deferred to next meeting.

**RE-APPOINTMENT OF GRIEVANCE & DISCIPLINARY & APPEAL 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 & C Pouncey.**

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

Proposed A Brown, seconded A Carr 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 2007. M Pusey personal and prejudicial interest in the planning application appeal at Mendip View, Wood Lane.

Col J Payne declared a personal interest in the Strode Theatre and Butleigh PCC grants.

A Carr declared a personal interest in the Mendip Community Transport grant.

A Brown, G Goad and C Pouncey declared a personal interest in the BPFA grant.

**URGENT BUSINESS :** None

**The chairman reminded all councillors of their duty to comply with the Code of Conduct, Freedom of Information Act 2000, the Race Relations (Amendments) Act 2000 and the Crime & Disorder Act 1988 s17 in all it's business transactions.**

**MINUTES OF THE ANNUAL PARISH MEETING HELD ON 6<sup>TH</sup> APRIL 2010,** having been circulated, were signed as a true and correct record. Proposed C Pouncey, seconded M Pusey, all in favour.

**MATTERS ARISING :** None

**MINUTES OF THE MEETING HELD ON 6<sup>TH</sup> APRIL 2010,** having been circulated, were signed as a true and correct record. Proposed M Pusey seconded Col J Payne all in favour.

**MATTERS ARISING :** None

**NOTICE OF PARISH COUNCIL MEETING DATES FOR 2010/2011** were circulated to all Councillors and published on the notice boards. Dates were queried and an amended list to follow.

**APPROVAL OF THE ANNUAL ACCOUNTS IN PREPARATION FOR ANNUAL AUDIT :** The clerk explained the annual statement. A Brown, as Chairman for the year had, with the Clerk, signed the accounts and the audit forms ready for the Internal Auditor and External Auditor.

Proposed M Pusey, seconded A Carr, all in favour.

**FINANCE : CURRENT AC**

**BR AC**

BALANCE                    £ 1610.51

BALANCE                    £ 8500.18

- Clerk                    £ 1021.38

- SALC	£ 207.21		
- Com Council	£ 30.00		
		+ Precept	£12500.00
		+ Interest	£ 1.18

Balance £ 351.92

Balance £21001.36

Proposed C Pouncey, seconded G Goad all in favour.

**FINANCIAL APPROVALS : Resolution ; ‘That the following grants provided for the in the 2010/2011 Parish precept be approved and paid:**

Strode Theatre £100 – (LGA 1976 (Misc Prov) s19)

Crispin Community Focus £50 (LGA 1972 s137)

Somerset and Dorset Air Ambulance £250 (LGA 1972 s137)

BPFA Playing Field Maintenance Grant – Grounds maintenance £1500 (LGA 1976 s19)

Friends of Butleigh School £500 (LGA 1972 s137 installation of notice boards)

Mendip Community Transport Grant £50 (LG&R Act 1997 s26-29)

Butleigh PCC Churchyard maintenance £1000 (LGA 1972 s214)

Citizens Advice Bureau £100 (LGA 1972 s142)

Proposed A Carr, seconded M Pusey, all in favour

**Resolution : ‘To approve the following expenditure’:**

AON Insurance £ 759.50, Proposed Col J Payne, seconded G Goad, all in favour

Butleigh Landscaping – Village Green maintenance £60 Proposed M Pusey, seconded K Otton, all in favour.

**PLANNING APPLICATIONS:** 2010/0573 Arlington, High Street – Erection of front kitchen extension – Recommend Approval - Proposed A Carr seconded M Pusey all in favour

Decisions : 2010/0206 Houndswood, Water Lane – Proposed felling of a Lawson cypress tree in Conservation Area – Approved

2010/0390 Old Glade Cottage, Water Lane – Proposed works to / felling of trees in Conservation Area – Approved.

2010/0556 Hunters Moon – Proposed felling of a Horse Chestnut Tree in a Conservation Area – Approved.

2010/0395 49 Chapel Lane – Proposed removal of existing conservatory/ extension and the proposed erection of a single storey rear extension – Approved

2010/0579 1 Court Park – Proposed felling of elder trees in a Conservation Area. – Approved – **Clerk to write to Planning Office at Mendip District Council with concerns over not being consulted on this application with a copy to Ward Councillor, also to request clarification of neighbour consultation.**

Appeal: 2009/1962 Mendip View, Wood Lane – Conversion and alteration to existing piggery building to holiday let including the replacement of the roof with a pitched and tiled roof.

**CHURCH CLOCK:** Col J Payne reported that the Church Clock is in urgent need of restoration which will cost over £4000. Money can be provided under the LGA 1972, s137. Suggest the PCC send in a formal bid for a contribution. Col J Payne, A Carr and A Brown declared a personal interest in this matter.

**WAR MEMORIAL :** A Brown reported that Mr Harry Brockaway would carry out the rubbings at a cost of £75. A photographic record is required by a competent photographer. A Brown to make enquiries with an Archaeological Consultant.

**CEDAR AVENUE:** Resolution : ‘ **That the Parish Council considers ceasing it’s interest and involvement in maintaining this historical Butleigh landscape feature’.** A Carr reported on the onerous task of looking after the 85 trees and surrounds. A consultation process has taken place and there seems to be no particular interest in the Avenue even though the landscape feature is important to the community. M Pusey stated that it required a person to co-ordinate/ manage a possible ‘project’ as there are people in the parish willing to help. Col J Payne suggested an honorarium for a village tree handyman under LGA 1972 s137. The question ‘are you content as a parishioner that the Parish Council continue putting funding into the upkeep of the Cedar Avenue?’ should be put to the community in a handout.

**CORRESPONDENCE:** Rights of Way service re-arrangements.

**LEAD COUNCILLORS REPORTS :** Col J Payne – Verge cutting?

**MATTERS OF REPORT :** Appointment of Internal Auditor  
Community Defibrillator

The meeting closed at 9.12 p.m.

The next meeting 13<sup>th</sup> May (Planning) 2010.

Chairman  
1<sup>st</sup> June 2010.