

**MINUTES OF THE ANNUAL GENERAL MEETING OF BUTLEIGH PARISH COUNCIL
HELD ON TUESDAY 2ND MAY 2016 IN THE CHURCH ROOM, BUTLEIGH.**

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

OTHERS PRESENT : T Hoyle, D Heeley, R Davidson, P Atkinson & Elspeth Aitken

APOLOGIES: M Hoyle

ELECTION OF CHAIRMAN: A Carr proposed K Otton, seconded W Moore-Read, All in favour

The Chairman signed the Declaration of Acceptance Of Office form.

ELECTION OF VICE CHAIRMAN : K Otton. Proposed A Carr, seconded R Burdett, 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).

A Carr – Mendip Community Transport – Personal Interest

APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES:

Somerset Association of Local Councils (SALC) A Carr.

Butleigh Playing Fields Association (2) R Burdett.

Parish News Board – R Burdett

DISCUSSION OF LEAD COUNCILLOR'S DUTIES.

Public Footpaths – A Carr

Planning – W Moore-Read

Community Facilities (Parish Assets) and Community Wellbeing inc War Memorial. – E Aitken

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

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 5TH APRIL 2016, having been

circulated, were signed as a true and correct record. Proposed K Otton, seconded W Moore-Read, all in favour.

MATTERS ARISING : None

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MATTERS ARISING : None

NOTICE OF PARISH COUNCIL MEETING DATES FOR 2015/16

PLANNING . Planning Applications: : 2016/0326/HSE Corylus, 3 Mounsdon Close – Replacement of wooden fascia boards with white plastic. New black guttering and downpipes. Recommend Approval in accordance with Conservation Officer's comments. Proposed W Moore-Read, seconded R Burdett, all in favour.

2016/0737/FUL Land at Sub Road – Move the gateway back into the field by 5 metres and install 2 x 6ft gates and hardcore. Recommend Approval subject to Highway Officers approval. Proposed W Moore-Read, seconded R Burdett, all in favour.

2016/0887/TPO Court Barn – Proposed works to TPO trees. Recommend refer to Tree Officer. Proposed W Moore-Read, seconded K Otton, all in favour

Decisions :. 2016/0358/FUL Rowley Farm – The erection of slurry lagoon for the storage of slurry and farm yard manure produced by cattle housed in a neighbouring livestock building- Approved

2016/0598/TCA New Court, Water Lane – Silver Birch (Betula pendula) T1 Crown reduce to previous pruning points and crown thin – Approved

2016/0447/HSE 15 High Street – Demolish existing rear extension and erect single storey extension, the installation of a dormer window, velux window and sunpipe on the rear roof slope.- Approved

2016/0148/HSE Kismet, 3A West Park – First floor extension to existing ground floor dining room to provide 4th bedroom- Approved

2016/0536/HSE Bartonstone House, 59 Barton Road – Single storey side extension- Approved

APPROVAL OF ANNUAL ACCOUNTS IN PREPARATION FOR ANNUAL AUDIT :

Proposed R Burdett, seconded E Aitken, all in favour.

FINANCE : CURRENT AC
BALANCE £ 3158.11

BR AC
BALANCE £ 7613.35

CCSomerset £ 40.00
+ MDC precept £ 12000.00
+ MDC £ 387.67
+ VAT repay £ 193.54
+ Footpath Don £ 200.00

Balance £ 15899.32

Balance £ 7613.35

2016/17

***Remaining monies included for Footpaths £110.10+ donation £200 = £310.10**

****Safe South West - £426.00- £305.35 = £120.65**

***** Purchase of land for Playing Field Extension balance £1405.00**

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

FINANCIAL APPROVALS : Resolutions to approve the following expenditure :

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)

d. BPFA Playing Field Maintenance Grant – Grounds maintenance £1750 (LGA 1976 s19)

e. Mendip Community Transport Grant 1200 (LG&R Act 1997 s26-29)

f. Citizens Advice Bureau £150 (LGA 1972 s142)

g. War Memorials Trust Subscription £25 (LGA 1972 s 137)

h. Came & Company Insurance £647.54

i. HMRC PAYE April £53.40

j. Mogers Drewett Interim payment Purchase of land at Butleigh £ 1086.40

k. Butleigh Elders Tea Party £50

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

CO- OPTING COUNCILLORS – Notice in the Parish Magazine. Richard Davidson has expressed an interest but needs to be resident for 12 months.

QUEENS BIRTHDAY- PERMANENT MEMORIAL- Pre meeting D Heeley suggested a Hawthorn to be planted on the village green behind the bus shelter. R Burdett & K Otton suggested a bench to replace the old bench. A Carr proposed, K Otton seconded that Chairman will investigate suppliers of benches and prices up to an £800 spend.

CORRESPONDENCE: 1) Letter from Shared Access regarding telecoms apparatus being positioned on the Playing Field in exchange for funding. Chairman to enquire.

2) Email regarding speed humps in Looks Lane.- Report to Highways

3) Mendip District Council Self Build Register – R Burdett to investigate.

4) Village Agent job opportunity advertised

LEAD COUNCILLORS REPORTS : W Moore-Read- Neighbourhood Planning Forum attended. Looking at policies and how to write policies. Negative feedback from other parishes.

E Aitken – Litter pick successful. Next pick April 2017.

K Otton – Verge cutting. Highways do not appear to verge cut in Chapel Lane. Chairman to remind Adams Orchard owner to cut back the roadside hedge.

A Carr- Footpath walk on Sunday 12th June 11am. ‘Friends of Butleigh Footpaths’

The meeting closed at 9 p.m.

The next meeting 7th June 2016.

Chairman

7th June 2016.