

# *Pitcombe Parish Council*

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Minutes of the Meeting of the Parish Council  
held in Hadspen Village Hall  
on Tuesday 14th June 2011 at 7.30pm

**PLEASE NOTE DUE TO THE SUDDEN ILLNESS OF THE CLERK, MRS L VALLIS  
STOOD IN AS ACTING CLERK IN THE ABSENCE OF MRS R.MORGAN.**

Present: Councillors: J Knight (Chairman), J Clark, T Crane, C Brook, N Hartnell, C Donald and L Comer (after Co-option).

In attendance: 23 members of the public were also present.

**Public Question Time:** The Chairman advised that he would open the meeting to the public for any questions or comments but not those matters relating to any planning items and then he would re-open the meeting again to the public before item 5 for questions or comments relating to any planning applications for consideration at the meeting. An update was received on arrangements for the forthcoming Queen's Jubilee and concerns were raised regarding the verges in the parish and this matter was passed onto the Councillor with responsibility for highway matters.

## **1. Apologies for Absence**

From PCSO Tim Russell.

## **2. Consideration of a Co-opted member to the Parish Council.**

Mrs Lucy Comer has expressed a desire to be Co-opted onto the Parish Council to fill the vacancy for a member of Pitcombe Parish Council.

Proposed: Councillor Brook, seconded Councillor Donald. Vote: Unanimous.

A **RESOLUTION** was passed to Co-opt Mrs Comer as a member of Pitcombe Parish Council and she joined members to take part in the remainder of the meeting.

Councillor Comer completed an Acceptance of Office form and took away a Declaration of Interests form for completion.

## **2. Declarations of Interest**

Councillor Comer: Personal and Prejudicial relating to item 5 (ii), planning application 11/01533/COU.

## **3. Minutes**

The minutes of the Annual meeting of the Parish Council held on 10<sup>th</sup> May 2011 were signed as a true record.

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The Chairman closed the meeting and opened it to the public.  
Members of the public made comment on the planning applications for consideration at this meeting to the members.  
The Chairman closed the meeting to the public and re-opened the meeting.

#### 4. Planning Matters

(i) Responses from SSDC regarding planning matters already considered for report only.

**11/0021/FUL. 9 Mill Lane Pitcombe** - Two storey extension to rear. GRANTED

**11/00373/FUL Sexey's School** - Formation of 32 parking spaces with new private road access. GRANTED

**11/00318/FUL Brue Activity Centre** - Erection of new lambing utility shed. GRANTED

**11/00506/FUL Manor House Cole** - Retention of Summer House and repositioning of garden shed. GRANTED

**11/00123/FUL Land at OS0041 Shatwell Lane Yarlinton** - The erection of 2 agricultural buildings with associated access and yard area. GRANTED

(ii) New planning applications:

The Chairman closed the meeting briefly and opened it to the public to take a helpful comment in respect of the following planning application and then closed the meeting to the public and reopened the meeting.

**11/02045/FUL & 11/02046/CON: 10 Mill Lane Pitcombe** - Demolition of existing garage, two storey barn, outside WC & store and erection of a two storey extension. NO OBJECTION WITH COMMENTS ADDED (these may be viewed on the SSDC website).

**11/01819/FUL: Land at OS 0017 Cole Hadspen** - Erection of an agricultural building for the housing of implements, fertilisers and feed, seeds & potting & packaging. OBJECTION WITH COMMENTS (these may be viewed on SSDC website).

Councillor Comer left the meeting.

**11/01533/COU: Land at OS 5955 Green Lane Pitcombe** - Use of land for 2 long term gypsy/traveller pitches. OBJECTION WITH COMMENTS (these may be viewed on SSDC website).

Councillor Comer re-joined the meeting.

6. The County Councillor, District Councillor and PCSO were not present to make comment.

#### 7. Portfolio

Footpaths from Councillor Brook: Footpath 22/10 has diversified and a visit has been made by footpaths officer Eve Wynn who will address this in due course.

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Highways from Councillor Hartnell: Nothing to report.

Pitcombe News from Councillor Clark: it is requested that the subject of the Pitcombe News is placed on the next agenda for discussion.

Environment from Councillor Donald: Nothing to report.

**8. Update on Speed Monitoring in Cole & Hadspen from Councillor Knight**

Councillor Knight has contacted the Highways department and in response there does not appear to be any readings taken from speed monitoring in Cole and Hadspen so this matter was passed onto Councillor Hartnell to request that this be carried out again.

**9. Update on the Bruton 100 Stone and Unveiling.**

The stone will be erected later this week and members of the parish are willing to arrange a tea to celebrate this.

**10. Resignation of the Clerk & Responsible Financial Officer**

(i) A letter of resignation from Mrs R. Morgan has been received. The Acting Clerk was requested to forward a letter of thanks to Mrs Morgan.

(ii) An advertisement has been placed in the Blackmore Vale magazine and the closing date is 1st July. The Chairman and Vice-Chairman will draw up a shortlist and interviews will take place the week commencing 11 July. If possible someone with experience of Parish Clerk matters will also be invited to join the interviews which will be conducted by the Chairman and Vice-Chairman. Dependent on experience of the candidates it is hoped to appoint a new Clerk & Financial Responsible Officer (retrospectively) at the next available meeting who it is hoped will take over from Mrs Morgan as soon as possible after her date of termination as Clerk on 14 July.

**11. Parish Council Annual Insurance**

Mrs Morgan has received further quotations for the Parish Council's insurance and has been able to reduce the premium with Zurich although it should be noted that slander and libel cover is reduced from 250K to 100K.

It was proposed to accept the Zurich quotation.

Proposed: Councillor Crane Seconded: Councillor Hartnell

A **RESOLUTION** was passed to insure the Parish Council with Zurich Insurance Company

**12. New Councillor Courses**

Councillor Comer expressed a desire to attend a new Councillor Course run by SALC. This will be arranged as soon as possible

**13. To agree Arrangements (Including financial costs) for a presentation to Mrs Elliot.**

The Chairman advised that there were no financial implications for the Parish Council and therefore this item was not considered for discussion.

**14. Financial Matters**

(i) It was **RESOLVED** to issue payment for the following:

**CHEQUE 100297:** £225.00 in favour Zurich Ins Co for annual Parish Council insurance.

**CHEQUE 100298:** £10.14 in favour of Mrs R. Morgan for May Clerk's expenses.

**CHEQUE 100299:** £35.00 in favour Community Council for Somerset for the annual subscription.

**CHEQUE 100300:** £25.00 in favour of SALC for Chairman's course.

**(CHEQUE 100301 VOID).**

**(CHEQUE 100302:** awaiting the invoice from Mrs Vallis as payment as acting Clerk, for presentation at next meeting).

**CHEQUE 100303:** £37.10 in favour of Councillor John Knight in respect of invoice ref: 101330019 (Blackmore Vale Magazine) for new Clerk.

(ii) No payments to report in favour of the Parish Council.

(iii) Councillor Clark is making ongoing arrangements to become an additional cheque signatory.

**15. Correspondence/Publications Received to Report.**

3 x notices for the notice boards regarding dog fouling to be displayed.

**16. Items for the Agenda at the next meeting to request to the Clerk**

(i) Pitcombe News

(ii) Consideration of all Councillors as cheque signatories

**17. CONFIRMATION OF THE DATE OF THE NEXT PARISH COUNCIL MEETING**

Due to the appointment of a new Clerk the meeting on 12 July 2011 will not be held and the next meeting will be held on 09 August 2011 at 7.30pm in Hadspen Village Hall.

**The meeting closed at 21.45.**

**Signed:**

**Dated:**

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