

Charlton Musgrove Parish Council
Minutes of the Annual meeting of the Parish Council held in the Village Hall,
Charlton Musgrove, on Thursday 11th May 2017 (7.40pm – 9.10pm)

Present

In attendance: Robin Bastable, Barrie Izzard, Annette Sutton, Ruth Kimber

District Councillor: Anna Groskop

Parish Clerk: Sheran Ring

Open Time – no members of the public were present

1. Election of the Chairman of the Council (Agenda Item 1)

Robin Bastable stood down and was then unanimously re-elected as Chairman of the Parish Council.

Proposed by: R Kimber **Seconded by:** A Sutton Declaration of Acceptance of Office was signed.

2. Election of the Vice Chairman of the Council (Agenda Item 2)

Annette Sutton stood down and was then unanimously re-elected as Vice Chairman of the Parish Council.

Proposed by: B Izzard **Seconded by:** R Kimber Declaration of Acceptance of office was signed.

3. Apologies for absence (Agenda Item 3) – Simon Turk, Martin Haskett

4. Declaration of interest (Agenda Item 4) – None

5. Minutes of the last meeting (Agenda Item 5)

The Council approved minutes of the meeting held on 15th March 2017

6. Annual Accounts for Year End 31/03/2017 (Agenda Item 6)

The end of year Definitive Accounts were approved and signed

7. Annual Return 2017 – Governance Statement (Agenda item 7): Reviewed and signed

8. Annual Return 2017 – Accounting Statement (Agenda item 8): Reviewed and signed

9. Annual Review of Parish Council Procedures (Agenda Item 9) Standing Orders are unchanged and accepted. Financial Regulations from NALC are unchanged and accepted

10. Review of the Council Asset Register (Agenda Item 10) Unchanged. To be reviewed again November

11. Review of the Council insurance policy (Agenda Item 11) Councillors agreed to the renewal with Zurich Quotes will be requested before the next renewal (2018) for comparison

12. Planning applications (Agenda Item 12)

1) Planning applications to be considered:

Application No: 17/1655/FUL **Applicant:** Mr Huw Williams

Location: The Hatherleigh Rooms, Wincanton Race Course, Charlton Musgrove, Wincanton,

Proposal: Kitchen extension and new entrance porch with associated landscaping works

Recommendation: Approval **Proposed by:** R Bastable **Seconded by:** R Kimber **Unanimous decision**

2) Report on decisions by SSDC on planning applications already considered:

Application No: 16/00421/FUL **Applicant:** Mr Cock **Location:** Land adjacent to Heatherwood

Proposal: Erection of two detached live/work dwellings – **Approved** The Clerk was requested to obtain an update on the final drawings for the footpath associated with this application

3) Letter received from Sunnyhill Farm: The Chairman read out the letter regarding the recent planning application at Sunnyhill Farm. The clerk was requested to acknowledge receipt of the letter and forward it to SSDC planning Department.

4) Planning matters received after the agenda was issued:

Application: 17/00173/COL **Applicant:** Mr W Hookins **Location:** Sunny Hill Farm

Proposal: Application for a lawful development certificate for the existing use of land for the stationing of 5 caravans for permanent residential occupation and 5 caravans for holiday purposes. - **Refused**
Insufficient evidence provided to prove on a balance of probabilities the caravan site at Sunny Hill Farm has been used for the siting of 5 permanent residential caravans and 5 caravans for holiday purposes for a continuous period of ten years

13. Financial matters (Agenda Item 11)

1) Cheques raised:

- Cheque No: 100474 - £60.00 -Payman Annual fees payroll fees
- Cheque No: 100479 - £38.99 -Clerks Expenses (including internal auditor gift)
- Cheque No: 100476 - £14.00 -Cllr Izard Expenses – printing costs
- Cheque No: 100475 - £312.00 -Three Counties Services - cemetery cutting
- Cheque No: 100478 - £420.00 -MH Agricultural Contractors - drain clearance
- Cheque No: 100477 - £351.65 – Zurich – Council Insurance

14. Cemetery (Agenda Item 14) – It was agreed Julian Shave would carry out necessary correction works to the sinking tablets. The Clerk reported that the new gate posts would be installed in early June. She also reported the grave number plaques have been over grown and are difficult to find. It was suggested that this was a job the Community Project Group might like to tackle

15. Highways (Agenda Item 15) – An update on timings for roadworks through the village to be requested. Clerk to contact Pen Selwood Parish Council regarding reporting the large amount of water that lays on the B3081 (ordnance grid no: ST741300) to Highways department

16. Trees within the Village (Agenda Item 16) – Postponed due to S Turk’s absence

17. Land Registry (Agenda Item 17) on-going

18. Correspondence and publications received (Agenda Item 18) – None

19. Items of Future business (Agenda Item 19)

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| 1) Cemetery | 5) Review of Parish Plan |
| 2) Highways | 6) Ditches |
| 3) Trees | |
| 4) Councillors | |

20. Date of the next meeting (Agenda Item 20) Wednesday 12th July 2017 at 7.30 pm