

**Charlton Musgrove Parish Council**  
**Minutes of the Annual meeting of the Parish Council held in the Village Hall,**  
**Charlton Musgrove, on Thursday 24<sup>th</sup> May 2018 (7.25 – 9.40pm)**

**Present**

**In attendance:** Robin Bastable, Barrie Izard, Annette Sutton, Richard Lund, Ruth Kimber, Simon Turk

**District Councillor:** Anna Groskop

**Parish Clerk:** Sheran Ring

**Open Time – (7.25 pm – 8.05pm) Item 15 was bought forward to open time.** 8 members of the public were present. The 30mph proposed speed limit for the B3081 on the sharp bend would result in a speed limit for part of Barrow Lane and Shalford Lane. Highways department would cover the cost of the legal part of this procedure with the Parish Council covering the signage costs. A lengthy discussion took place covering benefits of a limit and whether or not there was evidence that a speed limit would have the desired effect on the B3081. Residents from Barrow Lane requested that if it were to go ahead, the 30 mph limit could cover the full length of the lane rather than stopping half way down due to the increasing number of children in that area. It was agreed the Clerk would contact the Highways Department to request if this would be possible.

**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:** B Izard      **Unanimous Decision**

Declaration of Acceptance of Office was signed.

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**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 Izard      **Seconded by:** R Lund      **Unanimous Decision**

Declaration of Acceptance of office was signed.

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**3. Apologies for absence (Agenda Item 3) – Martin Haskett**

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**4. Declaration of interest (Agenda Item 4) – Simon Turk - neighbour of Mr & Mrs Begg, Rectory Farm House**

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**5. Minutes of the last meeting (Agenda Item 5)** Minutes of the meeting held on 21st March 2018 were approved and signed

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**6. Annual Accounts for Year End 31/03/2018 (Agenda Item 6)**

The end of year Definitive Accounts were approved and signed

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**7. Annual Return 2018 – Governance Statement (Agenda item 7):** Reviewed and signed

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**8. Annual Return 2018 – Accounting Statement (Agenda item 8):** Reviewed and signed

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

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**10. Review of the Council Asset Register (Agenda Item 10)** Reviewed – replacement costs updated and defibrillator added.

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**11. Review of the Council insurance policy (Agenda Item 11)** Councillors agreed the renewal with Zurich. Clerk to add updated Asset Register to be covered

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**12. Planning applications (Agenda Item 12)**

1. Planning applications to be considered

**Application No: 18/01131/FUL**

**Applicant: Mr & Mrs Begg**

**Location:** Rectory Farm House, Rectory Lane

**Proposal:** Erection of garage and garden store (renewal of 14/02731/FUL)

**Recommend:** Approval **Proposed by:** R Kimber **Seconded by:** A Sutton **unanimous decision**

2. Report on decisions by SSDC on planning applications already considered

**Application No: 18/00576/FUL**

**Applicant: Ms N Kimber**

**Location:** Kimbers Farm Shop, Linley Farm, Charlton Musgrove

**Proposal:** conversion of existing building to form a café with associated alterations, erection of single

storey extensions to provide a kitchen and café/shop link and provision of an outdoor seating area. **-Approved**

3. Any new planning applications received since the Agenda was printed.

**Application No: 18/00933/FUL**

**Applicant: Mr W Hookins**

**Location:** Sunnyhill Park Campsite, Riding Gate, Wincanton BA8 9NG

**Proposal:** Removal of caravans and erect 5 chalets to be used for permanent residential occupation

**Recommend: Refusal** **Proposed by:** R Bastable **Seconded by:** B Izard

Parish Councillors feel this would be an inappropriate development in open countryside and is not in line with our Parish Plan, local planning rules or housing requirements. **Unanimous decision**

**Application No: 18/00931/COL**

**Applicant: Mr W Hookins**

**Location:** Sunnyhill Park Campsite, Riding Gate, Wincanton BA8 9NG

**Proposal:** Application for a Lawful Development Certificate for the use of 3 caravans as permanent residential occupation – **Recommend: Refusal** **Proposed by:** S Turk **Seconded by:** R Lund

Parish Councillors recommend **refusal** of this application and strongly object to this unacceptable situation, brought about by a catalogue of enforcement failures. **Unanimous decision.**

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**13. Financial matters (Agenda Item 11)**

- 1) Cheques raised:

-Cheque No: 100508 - £66.00 -Payman Annual fees payroll fees

-Cheque No: 100505 - £28.82 -C Ring (Auditors gift)

-Cheque No: 100504 - £156.00 -Three Counties Services - cemetery cutting

-Cheque No: 100507 - £341.35 –T J Young – Mower Service/repair

-Cheque No: 100506 - £355.54 – Zurich – Council Insurance

2) CMMH Price increases: Noted

3) Allowance for financial matters arising after the issue of the Agenda:

-Cheque No: 100509 - £109.08 -SALC – Affiliation fees

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- 14. Land at Heatherwood (Agenda Item 14) –** No further work has taken place. The new architect confirmed his clients have carried out the preliminary design works for the new footpath and drainage and are waiting for Somerset County Highways to comment. Once received, they will be submitting a formal application to have the condition approved. Lee Walton has copies of all correspondence. Clerk to request a copy of the preliminary design works

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**15. Highways (Agenda Item 15) – see open time**

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- 16. GDPR (Agenda Item 16) –** The Clerk, Cllr Izard and Cllr Sutton attended a GDPR training session at the SSDC offices. To comply with the new legislation, a new privacy policy will be implemented (NALC template) and displayed on the website. Clerk to contact the ICO regarding the need to register and what further steps need to be taken in order for the Parish Council to be compliant

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- 17. Land Registry (Agenda Item 17):** Mrs Sellick kindly forwarded some old paperwork hopefully identifying the ownership of the cemetery land. Mr Nick Hunt advised the clerk to contact the land registry to find out if this would be enough information to carry on with registration.
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Meeting 01M 18/19  
24<sup>th</sup> May 2018

**18. Correspondence and publications received (Agenda Item 18):** The chairman read an email received from Phil Poulton regarding hedgerows and trees being removed illegally at Wincanton Racecourse. The manager and worker were both interviewed under caution and a HRN (Hedgerow Replacement Notice) will be issued with a deadline of February 2019.

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**19. Items of Future business (Agenda Item 19)**

- 1) Internal Audit Review
- 2) Highways / 30 mph
- 3) GDPR
- 4) Land Registry

**20. Date of the next meeting (Agenda Item 20): 11<sup>th</sup> July 2018**

*Sheran Ring, Charlton Musgrove Parish Clerk  
charltonmusgroveclerk@gmail.com*

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Chairman