

The Charltons Parish Council

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“Draft” Minutes of Parish Council Meeting

held on Tuesday 19th November 2024

commencing at 7.30pm in The Reading Room, Charlton Mackrell

Councillors Present:

Tamzin Elliott (Chairman)

Susie Crang

Dennis Elliott

Adam Ware

Bob Adams (Vice-Chairman)

Alan Crawley

Mike Parsons

In Attendance: The Clerk and five members of the public.

❖ **In Memoriam for Mr John Morgan**

The Chairman called for a minute’s silence for John who sadly recently passed away. John had served for a considerable period of time on the Parish Council.

❖ **Public Question and Comments:** No comments.

❖ **Reports from Somerset Council:** None present.

24/83. Apologies for absence:

To receive any apologies for absence.

RESOLVED: Apologies were received and approved from Cllr Kim Williams. Somerset Councillors Tim Kerley and Stephen Page also tendered their apologies.

24/84. Declarations of Interests:

Members are reminded of their obligation to declare any Pecuniary or Other interests they may have under the Localism Act 2011 and NALC Model Code of Conduct adopted May 2022. (NB this does not preclude any later declarations).

RESOLVED: None declared.

24/85. Minutes:

To approve the Minutes of the PC meeting held on Tuesday 15th October 2024.

RESOLVED: The minutes were confirmed as a true record and signed by the Chairman.

24/86. Parish Council Vacancy.

To consider applications received and conduct vote to fill casual vacancy on the Parish Council by co-option.

RESOLVED: There was one eligible candidate for the vacancy, Katie Armstrong, who was unable to attend the meeting and sent her apologies in advance. The PC voted unanimously in favour of Katie who was co-opted onto the PC and would duly sign her Declaration of Acceptance of Office prior to the next meeting.

24/87. Planning.

a. To consider the following planning applications (PA):

- i. **PA 24/02135/FUL.** Erection of a footbridge on land At Lytes Cary Manor, Ilchester Road, Charlton Mackrell.

Councillors noted that the Environment Agency had conditioned that the bridge would have to be built to a certain standard and height to prevent flooding.

Councillors wished to point out that, since the National Trust introduced parking charges for walkers, quite a few cars park on the verge near the proposed bridge. If the new bridge makes access easier for walkers there will be more problems with parking on the highway.

RESOLVED: Councillors agreed unanimously to recommend **APPROVAL** of the application on the condition that Highways would not object to parking on the highway and the resultant damage to the verge.

- ii. **PA 24/02170/HOU.** Rear extension to existing residential bungalow to create a two bedroom dwelling and change of fenestration to the front of the property to create a garage (Re-submission of 24/01234/HOU) at Cooks Cary Farm, Cary Hill, Charlton Mackrell, TA11 7HU.

The Applicants and neighbours were present. Councillors had no objections to the plans and resultant amendments, however, concerns were raised regarding possible future maintenance of the development's northern boundary wall due to its proximity to the neighbouring property, whereby access for maintenance would need to be granted through the neighbours' garden.

RESOLVED: Assuming this potential issue would be covered under planning regulations, Councillors agreed unanimously to recommend **APPROVAL**.

- iii. **PA 24/02231/HOU.** Erection of new car port and storage area at The Chantry, West Charlton, TA11 7AL.

Councillors pointed out that The Chantry dates back to the 16th Century and is a Grade II* listed pair of cottages with a Grade II listed well head approx. 15m from The Chantry. The proposed development is within the curtilage of these listed buildings and adjacent to a neighbouring property which is also listed and all within the West Charlton and Charlton Mackrell Conservation Area.

Due to the lack of a full and detailed Heritage Impact Statement councillors were unable to assess any impact the proposals may have on the listed buildings. Councillors also felt that the position and height of the development would have a detrimental impact on the visual amenity of the neighbouring listed property. This could be resolved if the development were to be moved at least 1.5 m south of the present proposed position and not forward as stated in the planning officer's email dated 19 November 2024.

RESOLVED: Due to the concerns listed above, councillors agreed unanimously to recommend **REFUSAL** of the plans presented before them.

b. Somerset Council (SC) Decisions:

- i. **PA 24/02204/HOU.** Demolition of modern garden room, erection of traditional Georgian style orangery with various external alterations and internal enhancements to a Grade II Listed Building, alterations and additions to existing detached garage and alterations to vehicle entrance from access track at Court Hay, George Street, Charlton Adam, TA11 7AS – **APPROVED**.

24/88. Parish Council Accounts:

a. Balance of the Council's Bank Account and Bank Reconciliation:

To receive the full council accounts and bank reconciliation.

RESOLVED: The Clerk previously circulated the PC Accounts which were received and approved and bank balances at 31st October 2024 of Nat West Current Account £2,221.78 and Nat West Business Reserve Account £47,592.26, which were reconciled, approved and signed.

b. National Association of Local Councils (NALC) | 2024-25 Local Government Services Pay Agreement.

To approve Clerk's Salary in accordance with The National Joint Council (NJC) for Local Government Services new pay scales for 2024-25 to be implemented from 1 Apr 2024 and backdated.

RESOLVED: Clerk's new rate for pay scale SCP 29 agreed and backdated.

c. Accounts for payment:

To receive and approve a schedule of items of expenditure (incl. VAT):

i. Replacement Defibrillator Pads C Adam	£193.99
ii. Society of Local Council Clerks membership renewal	£144.00
iii. Cary Traders, hedge cutting village car park	£115.20
iv. Overt Locke Ltd – Christmas Trees	£440.00
v. T Elliott – Printing service sheets	£11.73
vi. A Crawley – Fixings for SID	£19.99

RESOLVED: Items of expenditure approved unanimously.

d. Appointment of Internal Auditor for FY 24/25:

To receive quotes received for internal auditor:

Parish and Town Audit Services (PATAS) - £150.00

Probusiness Accountants - £335.00

RESOLVED: Councillors agreed unanimously to appoint PATAS.

24/89. Local Plan, Somerset Council (SC) – Early Engagement Exercise with Town and Parish Councils:

SC collecting information to inform Settlement Assessment and considering options for Open Spaces, Built Sports and Playing Pitch Strategy – closing date 30 November 2024.

RESOLVED: Cllr Adams previously circulated a draft response for consideration, which was approved and the Clerk agreed to submit to Somerset Council (SC) accordingly. The Clerk would also ensure that SC were aware that the Fox and Hounds Inn had been closed for the last six months.

24/90. Local Government Boundary Commission Consultation:

10-week public consultation inviting proposals for new council divisions and division boundaries for SC – closing date 20 January 2025.

RESOLVED: Councillors agreed unanimously that no comments were required.

24/91. Community Flood Action Group and Emergency Planning:

Update.

RESOLVED: Councillors wished to thank home and landowners for clearing their ditches. Following the public meeting earlier in the year there was no further reports from the Community Flood Action Group, which appeared to have dissolved.

Cllr Crang reported that the ditches had been cleared in Cary Fitzpaine, which was fully supported by the Somerset Rivers Authority.

24/92. Village Car Park Safety:

To discuss possible solutions to ensure safety of school children.

Cllr Adams reported that he had met and discussed the issue with the Chair of Governors.

RESOLVED: The School agreed to manage the issue by suggesting parking etiquette through its newsletter sent out to all parent and carers. The PC agreed to monitor the situation and may consider 'priority' signage for the entrance to the village car park if required.

24/93. Dates of PC Meetings for 2025

To agree the following dates for PC meetings to be held in 2025:

21st January, 18th February, 18th March, 15th April, 20th May, 17th June, 15th July, 16th September, 21st October and 18th November.

RESOLVED: Dates agreed. Extraordinary meetings would be held as necessary to consider urgent business and planning applications in the months with no ordinary meeting scheduled.

24/94. Items for Report and Future Business.

a. Community Speedwatch. Cllr Crawley reported that he was no longer able to run Community Speedwatch, which had ceased. However, the second solar panel for the Speed Indicator Device (SID) would be set up on Primrose Hill for two to three weeks in order to obtain data to check the requirement for the possible purchase of a second SID.

b. Small Highway Improvement Schemes. Cllr Adams reported that vehicles frequently clip the house on the corner of the Broadway Rd/Coombe Lane/Broad Street junction and would like to explore using Community Infrastructure Levies to fund a Highways Small Improvement Scheme, which were no longer available from SC. Councillors agreed in principle.

Next meeting: to be held on Tuesday 21st January 2025, 7.30pm in The Reading Room, Hillway, Charlton Mackrell.

There being no further business the meeting closed at 8.50pm.

Signed: Dated: