

The Charltons Parish Council

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“Draft” Minutes of Parish Council Meeting
Held as a consultative virtual meeting via Zoom software on
Tuesday 16th June at 5.00pm

Councillors Present (remotely):

Nick Blackledge (Chairman)	Richard Montagu (Vice-Chairman)
Bob Adams	Alan Crawley
Tamzin Elliott	Peter Moulding
Dee Powell	

In Attendance (remotely): C.Cllr Ruddle, D.Cllr C Hull, the Clerk and two members of the public.

Public Session.

None.

20/38. Apologies for Absence and to consider the reasons given

Council to receive apologies for absence and, if appropriate, to resolve to approve the reasons given.

RESOLVED: D.Cllr Hull advised that D.Cllr Capozzoli wished to give his apologies.

20/39. Declarations of Interest

Members to declare any interests they may have in agenda items that accord with the requirements of the Local Authority (NALC Model Code of Conduct 2012) adopted July 2012. (NB this does not preclude any later declarations).

RESOLVED: The Chairman declared an interest in item 20/41.a.ii. as the Applicant's Agent.

20/40. Minutes.

To approve the Minutes of the Remote Ordinary PC Meeting held on Tuesday 21st April 2020.

RESOLVED: Minutes were confirmed as a true record and would be duly signed.

20/41. Planning.

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

i. **PA 20/01400/HOU.** Erection of a first floor extension above the existing single storey extension to side of detached dwelling at Greystones, Ilchester Road, Charlton Mackrell. Councillors agreed that this was an uncontentious application with no comments received or posted on line to date.

RESOLVED: The PC agreed unanimously to recommend that the application be **APPROVED.**

ii. **PA 20/01417/HOU.** Conversion of existing garage and kitchen, erection of a first floor extension over. Extend and enclose existing porch and create a new one for studio and kitchen access. Erection of a single storey garden room and kitchen extension to the rear of The Parsonage, George Street, Charlton Adam.

The Chairman gave a brief outline of the application as the Agent. (**Chairman left the meeting at 5.13pm.**) Councillors agreed that the proposed work would be an improvement and enhance The Parsonage.

RESOLVED: The PC agreed unanimously to recommend that the application be **APPROVED**. *(The Chairman returned to the meeting at 5.16pm)*

iii. **PA 20/01543/FUL**. Proposed digestate lagoon and associated access on land at Frogmary, Cary Fitzpaine.

The Applicant and Agent were present remotely to outline the proposal and answer any questions. The filling operation would be predominantly in winter months for storage ready for spreading in spring. The Environment Agency had no objection to the proposal. Councillors agreed that the proposed site entrance is somewhat restricted and close to dwellings, therefore, should approval be granted, the PC requests that conditions be attached to address the following concerns:

- Filling of the Lagoon should only take place during daylight hours.
- The size of tanker to be used should be restricted to one that can easily access the site: note the applicant has indicated a capacity of not more than 30cubic metres.
- The number of movements per day should be restricted. The Applicant explained that there would be approx. twelve movements per day; this should be seen as an absolute maximum.

RESOLVED: The PC agreed unanimously to recommend that the application be **APPROVED** with the above conditions.

- b. South Somerset District Council (SSDC) Decisions. None.

(Cllr Elliott joined the meeting at 5.20pm)

County and District Councillor Reports

D.Cllr Hull reported that SSDC had processed and approved Government grants worth in excess of £33m to help more than 2,300 businesses affected by Covid 19. He also reported that SSDC had reinstated community grants to match fund up to £1,500 for applications with an environmental focus. D.Cllr Hull agreed to ask for a progress report on the planning application submitted for twenty eight houses and a new village hall in Kingsdon.

C.Cllr Ruddle reported that matters continued to progress regarding local government reorganisation in Somerset despite Covid 19. A Full Council meeting would be held on 29th July to discuss proposals for a unitary authority based on one or more current district boundaries. Public consultation would be carried out in September 2020.

Cllr Adams asked if Cllr Ruddle could pursue the PC's request for improved signage at Christians Cross following the recent incident of an HGV damaging the boundary wall of Charlton House, which also broke the recently refurbished cast iron fingerpost. There continued to be numerous articulated lorries that attempt to come through Charlton Mackrell, having missed the low bridge signs at Christians Cross. Cllr Montagu advised that the blue sign showing a lorry/HGV with red line through it were effective at the Lytes Cary end of the Parish. Cllr Ruddle agreed to speak with Mr G Warren, Somerset County Council (SCC) Traffic Engineer to see if further improvements to the recently implemented Small Highways Improvement Scheme (SIS) could be made.

20/42. Annual Receipts & Payments and Internal Auditor Report 2019/20.

To agree the Annual Receipts & Payments accounts and receive the Annual Internal Audit Report for 2019/20. The Annual Receipts and Payment account, internal audit report and AGAR Part 2 was previously circulated to Councillors.

RESOLVED: The Annual Internal Report was received with observations noted and agreed. The PC agreed to review its earmarked reserves every six months, with the first review scheduled for September.

20/43. Section 1 – Annual Governance Statement 2019/20.

To consider and approve Section 1 – Annual Governance Statement 2019/20.

RESOLVED: The Annual Governance Statement was considered and approved.

20/44. Section 2 – Accounting Statement 2019/20.

To consider and approve Section 2 – Accounting Statements 2019/20.

RESOLVED: The Accounting Statements were considered and approved.

20/45. Signing of the Annual Governance and Accounting Statements 2019/20.

Following approval, Chairman and Clerk to duly sign the Annual Governance Statements and Chairman to duly sign the Accounting Statements for 2019/20 on a date to be agreed.

RESOLVED: The Clerk to arrange a suitable date for all documents to be signed prior to 1st July 2020.

20/46. Certificate of Exemption from a Limited Assurance Review 2019/20.

To consider if the council meets the qualifying criteria to certify itself as exempt from a limited assurance review under section 9 of the Local Audit (Smaller Authorities) Regulations 2015, and completion of the Certificate of Exemption by Chairman and Responsible Financial Officer (RFO) to be duly signed.

RESOLVED: The PC confirmed that it met the qualifying criteria to certify itself as exempt from a limited assurance review and neither income nor expenditure exceeded £25,000. The Certificate of Exemption and AGAR Part 2 2019/20 would be duly signed by the Chairman and Clerk.

20/47. Finance.

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

To report on the Council's Bank Account.

RESOLVED: The Clerk previously circulated the PC Accounts which were presented and subsequently approved. The bank reconciliation to be duly signed.

b. Accounts for payment.

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

Community Action Suffolk PC Insurance 3 Yr LTA	£258.55
K M Dike Nurseries Grass Cutting Apr & May 20	£330.00
Mr S Pritchard – Internal Audit Fees	£56.60
Clerk's Expenses	£52.69

RESOLVED: All items of expenditure were approved.

20/48. To Review The Charltons PC Risk Assessment.

To review and approve The Charltons PC Risk Assessment.

RESOLVED: The Clerk previously circulated the Risk Assessment which was reviewed and approved.

20/49. To Review The Charltons PC Assets Register.

To review and approve The Charltons PC Assets Register.

RESOLVED: The Clerk previously circulated the Assets Register which was reviewed and approved.

20/50. Local Government Reorganisation (LGR) in Somerset.

To consider the seven recommendations in the LGR report commissioned by SALC, SLCC in order to form a response to be sent to the Leader of SCC, David Forthergill, Leader of SSDC, Val Keitch and copy to Mr J Robinson, SALC.

RESOLVED: Councillors agreed with the seven recommendations and agreed to submit its response in favour. *(Cllrs Ruddle and Hull left the meeting at 6.00pm)*

20/51. Community Infrastructure Levies (CIL).

To consider PC management of CIL upon receipt and identify suitable projects.

Cllr Adams reported that building of the eight houses in Charlton Adam had commenced, which would trigger payment of CIL to the PC. He proposed that a Working Group (WG) should be set

up consisting of a minimum of two councillors, preferably one from each village and two residents. The aim of the WG would be to identify and prioritise eligible projects which could benefit from CIL expenditure.

RESOLVED: Cllr Adams and Crawley volunteered to form the WG and would enlist two residents.

20/52. Reports of excessive noise from low, night flying helicopters.

To consider request from resident to write to Yeovilton RNAS to report issues with an increase in low, night flying helicopters.

Cllr Elliott advised that she first raised the issue in July 2019 and had been corresponding with Mr Graydon, RNAS Yeovilton Community Relations Officer.

RESOLVED: Cllr Elliott agreed to send Mr Graydon's contact details to the Clerk in order to invite him to attend a PC meeting if the issue continued. The PC would consider accepting the offer of a group visit to the Air Station once lockdown measures were relaxed, details of which could also be passed on to affected residents who raised the issue.

20/53. Items for Report and Future Business.

- a. Project Charltons. Cllr Powell advised that Project Charltons was making good progress with groundworks commencing soon to prepare the 'teenage area'. The Charltons Community Centre Committee asked if the PC wished to comment on their proposal to widen the narrow path that accessed the park from Ten Acre Lane in order to provide improved access for disabled users of the park. Boulders could be strategically placed in order to prevent vehicles accessing the park from the lane without hindering disabled access. Following a brief discussion, councillors wished to thank the Committee for consulting the PC who had no objections. The Chairman asked Cllr Powell for a more detailed/accurate drawing of the entrance. Cllr Powell agreed to ask the Project Manager for a drawing with the specifications.
- b. Charlton Mackrell School. Cllr Adams reported that the school was open during the Coronavirus Pandemic for pre-school, reception, year one and year six; the percentage attendance for these years was one of the highest in the county.
- c. Great Parish Tree Giveaway. Cllr Elliott advised that she had planted and staked the 'whips' in pots, which she had continued to water during the prolonged dry spell; only a few redwoods had been lost in the transfer. Following the PC article in the Charltons Village News, a number of residents had contacted her and she would put the whips out for collection lockdown had eased. Cllr Powell confirmed that Project Charltons would like to use some of the whips in their planting scheme.
- d. Dog Bin. The Chairman reported that he had collected the new dog waste bin from SSDC. Cllr Crawley agreed to purchase concrete and install the bin.

There being no further business, the meeting closed at 6.35 pm

Signed

Dated