

# **Ashcott Parish Council**

Minutes of the Parish Council Meeting held on Monday 20<sup>th</sup> May 2019 at the conclusion of the Annual Parish Meeting in the Village Hall, Ashcott

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## **1 )Present, consideration of apologies received and confirmation that a quorum is present.**

Present: Mrs J Lawrence (Chair), Mr I Bagg, Miss E Smith, Mr A Howe, D McGinty (District Councillor), D Huxtable (County Councillor), Mrs V Young (Clerk).

Public: 5

Apologies: Apologies had been received from Rob Linham and were accepted. It was confirmed that a quorum was present.

## **2) Signing of Declaration of Acceptance of Office as Councillors.**

All councillors present signed their declaration of acceptance of office forms and took office.

## **3) Annual Election of Chairman**

Councillor Bagg to the chair for this item. Councillor Smith proposed Councillor Lawrence as Chairman, seconded by Councillor Howe the proposal was unanimously carried. Councillor Lawrence indicated her willingness to stand as Chairman for the coming year and duly signed the Chairman's annual acceptance of office.

## **4) Annual Election of Vice-Chairman**

Councillor Lawrence took the chair for the rest of the meeting.

Councillor Lawrence proposed that Councillor Bagg be appointed for the year. This was seconded by Councillor Smith and unanimously agreed. Councillor Bagg indicated his willingness to accept the post for the next year.

## **5) Declarations of interest on agenda items - None**

## **6) Planning Applications for consideration.-**

### **a) & b) full planning permission and listed building consent 01/19/00007 & 01/19/00008**

48 Bath Road – Sub division of a single dwelling and attached outbuildings to form 4 dwellings with shared parking, access and turning areas. The Parish Council unanimously voted that it had no objections to this application.

**c) 01/19/00009** – Nyeham House, 14 Berhill, Ashcott. Erection of a sun room and two storey extension to side and rear elevations with a wrap around balcony (on site of single storey extension to be demolished). Alterations to roof to include installation of dormer window to accommodate loft conversion. Erection of a detached double garage. The Parish Council confirmed that it had no objections to the application by unanimous vote.

**d) 01/19/00010** – Garage, Bath Road. Erection of extension to existing vehicle repair, servicing and maintenance workshop to include MOT bays. The Parish Council were unanimous in offering no objections to the application.

### **e) 01/19/00011** – OS Field No 1153, Chestnut Lane, Ashcott

Change of use of land to extend an existing gypsy site to provide an additional pitch. The Parish Council unanimously voted to raise no objections but to confirm with the District Council that the drainage and septic tank arrangements were sufficient.

Councillor Huxtable was asked about a crossing across the A39 near the new development. He offered to take the suggestion the appropriate department at the County Council.

## **7) Representatives, Appointments & policies: - The following was agreed**

- Somerset Association of Local Councils – representative was agreed as Councillor Lawrence
- Playing Field Representative- Councillor Linham was appointed as the representative.

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- Village Hall Representative-representative was agreed as Councillor Bagg on a temporary basis.
- Hilary Rogers was confirmed as the PPLO and had confirmed her willingness to continue until someone else could be found to take her place as she wished to retire from the position. She would contact the council when someone else indicated willingness to come forward.
- Internal Auditor – It was agreed that Mr Richard Young, who was no relation of the clerk, would be reappointed.
- Code of Conduct and Financial Regulations - To continue unamended.
- Responsible Financial Officer-Mrs Young, the clerk, was appointed to continue.
- Grievance/Disciplinary Panel-the current arrangement was to continue – with all councillors being responsible.
- Standing Orders-To continue with the current arrangement. – the privacy policy and press policy had been reviewed last year.
- Festivals Liaison Officer – Councillor Smith was appointed to deal with any issues that may occur from any unauthorised events.
- Neighbourhood Plan – Councillors Smith, Howe and former councillor Venna Arnold were appointed.
- Planning Application Working Group – unanimously agreed that Councillor Howe, Smith and Linham continue on this group.

## **8) Approval of Accounts and Annual Return**

### **A Resolution to approve statement of governance**

The ‘certificate of governance’ on the annual return for the year ending 31<sup>st</sup> March 2019 was approved. Councillor Lawrence proposed that the certificate of governance be approved with answers ‘yes’ to questions 1-8 and ‘n/a’ to question 9. Councillor Bagg seconded the proposal. The answers were unanimously agreed and signed by the Chairman.

### **B Resolution to approve annual accounts and annual return figures**

The clerk gave a brief explanation regarding some features of the accounts for the year ending 31<sup>st</sup> March 2019. Councillor Smith proposed that the accounts be approved. Councillor Howe seconded the proposal after which the accounts were unanimously approved, and signed by the Chairman.

The accounts were to be published on the Parish Council website.

## **9) Approval of Minutes**

The minutes of the April meeting were approved with a minor amendment and signed as a true record.

## **10) The Batch**

The seat had now been installed at The Batch, but the council were still waiting for the plaque. The summer plants had been planted. No correspondence had been received with regard to the request to re-site the post box that occupied the former post office to The Batch. The clerk was to write to the post office to reiterate the request. It was noted that the Parish Council were in the process with Sedgemoor District Council for registering the whole of The Batch with the land registry, since it had maintained the property since at least 1928.

## **11) Group meetings/training – Updates & future diary dates**

It was reported that the County Council had contacted Elan City regarding the SID posts as they had offered to erect tow..

## **12) Correspondence**

Noted that there had been concern regarding the postal address of the property concerning planning application 6e on these minutes which was too similar to an existing one. The applicant noted this and confirmed that she would review the choice of name and change it from the current name of Fairways.

It was noted that the District Council could advise on the procedure for changing an address name.

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There had been questions asked about the housing needs survey. There seemed to be some confusion about the need for bungalows. It was confirmed that the housing needs survey did not stipulate any need for bungalows.

**13) Mobile Post Office.** The clerk was to make enquiries with regard to Ashcott hosting a mobile post office.

**14) Planning Applications Decided** – It was noted that the application for 3 Bath Road for the amendments had been withdrawn. Therefore the building that was different to the plans was a matter for enforcement. The Parish Council were to contact the enforcement team at the District Council.

**15) Items for Payment:**

The following items were approved for payment:

Clerk's April wages & expenses - £616.46

Parish Lengthsman - £450.00

SALC- £314.57

Richard Young – Internal Audit - £20.00

Ian Bagg - £24.00

**16) Items of Report/ Business for the next meeting**

The quote for the repair of the wall at The Batch of £100 was accepted.

CIL usage was to go on the next agenda

Potholes in Stagman's Lane, Whitley Lane and the corner of Station Road at the top of Hempstitch Hill were to be reported.

There being no further business the meeting closed at 9.30pm.