

WIVELISCOMBE PARISH COUNCIL

MINUTES of the Meeting of the Parish Council held on MONDAY 15th MAY 2008 at 7.00 pm in the Community Centre.

1. PRESENT

D Luxton (Chairman), B Collingridge, R Matcham, P Parker, P Berman, A Somerfield, R Kingsley-Hall, B Wilson, J Ollerenshaw, C Cridland, Sir H Farrington Mesdames S Fairfax, B Boyland, T Parker (Press Officer) and R N V Hewitt (Clerk). The meeting was also attended by PCSO S Cridlin.

2. APOLOGIES

Apologies were received from P Langdon.

3. ELECTION OF OFFICERS

Peter Parker proposed Dixon Luxton for the post of Chairman which was seconded by Bryn Wilson and as there were no other nominations forthcoming it was agreed unanimously that Dixon Luxton should be appointed as Chairman of the Parish Council. Bryn Wilson proposed Brian Collingridge as Vice-Chairman which was seconded by Brenda Boyland. There being no other nominations forthcoming this was agreed unanimously.

4. ELECTION OF SUB-COMMITTEES

The Parish Council reviewed a list of sub-committees (copy attached) and it was agreed that the Unitary Authority Proposals Sub-committee was no longer required and that Sir Harry Farrington would join the footpaths representatives, Bryn Wilson would join the Alcohol Prohibition Order Sub-committee, Peter Berman would join the Parking Sub-committee and Peter Parker would join the Gadds Homes Development Sub-committee.

5. MINUTES

The Minutes of the meeting held on Monday 14th April 2008 having been circulated were agreed as a correct record.

6. INTERNAL AUDIT

The Clerk reported that the internal audit had been completed for the financial year ending 31st March 2008, and this had been undertaken by Mr A Bullen who is appointed as the Parish Council's Internal Auditor. The Clerk read a report from the Internal Auditor which brought to the attention of the Parish Council the following points:-

- (a) The balance in the Current account and a need to transfer excess funds to the Reserve account. The Clerk explained that upon receipt of the precept for 2008/2009 he would transfer excess funds to the Reserve account and this was agreed.
- (b) The Parish Council should seek an improved rate of interest if necessary by changing banks. After some debate the Parish Council agreed to continue with its long standing policy of supporting Natwest as they were now the only bank with a branch in the town.

- (c) Credit transfers between Current and Reserve accounts should be automated to maximise interest received. It was also agreed that the system of manual transfers to the reserve would continue for the time being.

It was agreed that the Clerk would write a letter to the Internal Auditor stating that the above points were considered at the meeting and it was noted that the Internal Auditor had forwarded his invoice for payment, which was duly approved.

Discussion followed on the effectiveness of the Internal Auditor and it was agreed that using an internal auditor sourced from outside the council with appropriate qualifications and experience was an effective control on the Parish Council financial obligations.

7. EXTERNAL AUDIT

The Clerk reported that he had received an Annual Return from Moore Stephens who are duly appointed by the Audit Commission to undertake an intermediate audit. The Clerk read out the nine questions referred to in section 2 of the Annual Return and in each case it was agreed by the Parish Council that the answer should be 'yes', save for question 9 which referred to trust funds and was not applicable. The Return was duly completed and signed by the Chairman and Clerk.

8. MATTERS ARISING

24 Silver Street – The Clerk read a letter from Dr & Mrs D Scotter addressed to Taunton Deane Borough Council which the Parish Council had received for information raising concern over further impending enforcement action with particular regard to a garden wall which adjoins their own property. Peter Berman pointed out that the Civic Society had complained to Taunton Deane Borough Council regarding the demolition, reconstruction and enforcement action in respect of this property highlighting the prolonged policy and delays which had taken place at Taunton Deane. After some discussion it was agreed that the Parish Council should leave this matter with Taunton Deane Borough Council as the Planning Enforcement Authority and it was agreed to discuss the matter again at a later meeting if the need arises.

Gadds Lane – The Clerk read a letter from Wessex Water regarding their recent works to the sewer in Spring Gardens which had undermined the stone wall along Gadds Lane. The Parish Council accepted that this wall had been in a dilapidated state for some time and after some discussion about who was responsible for the loose stones and further deterioration of the wall, it was agreed that the Clerk should copy Wessex Water's letter to Di Hartnell, the Conservation Officer at Taunton Deane, asking if she could pursue the matter with the owner of the wall and Wessex Water. Peter Parker agreed to try and ascertain who the owner of the wall was for future reference.

Somerset Highways, Proposed Waiting Restrictions – The Clerk read a letter from Ian Titcombe, Traffic Engineer at Somerset Highways, summarising the proposed waiting restrictions which resulted from a site meeting held recently and attended by the Parish Council. After some discussion Bryn Wilson proposed that the Clerk confirms the Parish Council's agreement to the proposed waiting restrictions and this was seconded by Peter Berman and agreed. Peter Parker reported that Jones Garage were having problems with cars parking in Croft Way and it was further agreed that the Clerk would ask Ian Titcombe to look at this when re-assessing the parking restrictions in that area once the specification for the new crossing is known (to be positioned opposite the Children's Centre).

Clive Miller & Associates – The Clerk read an email from Clive Miller & Associates explaining that they have been appointed by the South Somerset Local Strategic Partnership and Somerset County Council to undertake a search for possible affordable housing sites. To this end they are requesting details of the Parish Council's land ownership and outline details

of any publicly owned land in the area not necessarily owned by the Parish Council. It was agreed that the Clerk would respond accordingly.

9. PLANNING

The Clerk reported that TDBC had approved the following applications:-

49/2008/014 Rear of 1 Plain Pond, Wiveliscombe: Erection of dwelling.

49/2008/015T 1 Ford Road, Wiveliscombe: Application to carry out management work to one monterey pine tree included in Taunton Deane Borough (Wiveliscombe No.3) Tree Preservation Order 1976

The following application was approved after the agenda had been circulated:-

49/2008/018 Flat 1, The Orangery, Abbotsfield House, Wiveliscombe: Alterations to fenestration replacing two no. windows and one no. doorway.

The Clerk reported that the following applications had been received:-

49/2008/023LB 9 The Square, Wiveliscombe: Re-roofing of property with natural slate – *The Parish Council supported the application.*

49/2007/024 Ridge Haven, Ford, Wiveliscombe: Erection of outbuilding – *The Parish Council supported the application.*

49/2008/025 10 The Square, Wiveliscombe: Change of use of part of house to dining room/restaurant – *The Parish Council supported the application.*

For Information:-

09/2007/021 Site at Hele Vale Farm, Waterrow, Wiveliscombe – Appeal.

Fordgate Cottage

Councillor Bryn Wilson reported that works had been undertaken to the field which adjoins the cottage in order to extend the cottage garden and alter the original field access to accommodate parking for the cottage, which he believed were works requiring planning permission and it was agreed that the Clerk would report this to Planning Enforcement at Taunton Deane Borough Council.

10. CORRESPONDENCE

Community Strategy and Action Plan - The Clerk read a letter from Paul Weston on behalf of Wiveliscombe Area Partnership explaining that there was to be a review and revision of the community strategy for the 10 Parishes area and requesting a nomination for a suitable person from the Parish Council to join the Community Plan group. After some discussion it was agreed the Clerk would respond and nominate Councillor Bryn Wilson for this position.

Community Justice Panel – The Clerk read a letter from Councillor R Kingsley-Hall confirming that he has volunteered to be a facilitator and it was agreed by all concerned that this will not cause the Parish Council any conflict of interest should at a later date they have to refer cases to the Community Justice Panel as volunteer facilitators are unlikely to be involved in cases within their own local area of residence.

University of Exeter – The Clerk reported he had received a letter setting out their proposed research into aspects of the Market Town Initiative and it was agreed the questionnaire enclosed with the letter should be sent to Brian Collingridge for completion.

11. PCSO'S REPORT

PCSO Sharon Cridlin reported that PC Mark Jones had recently been on sick leave but was due to return to work in the next few days. Since the last meeting some petty crime had been experienced in rural areas as well as a more serious graffiti incident in the town. In addition

there have been several domestic incidents but on a lighter note the constabulary is hoping to increase its number of Special Constables which should benefit the town. The Police Action Community Team (PACT) had recently met and issues discussed included parking, youth activities, possible doctor's surgery amalgamation with Milverton, neighbourhood disputes and housing matters. PCSO Cridlin was pleased to report that the beat surgery will be continuing in the Community Office having completed some re-negotiation of the terms to use the facility and Peter Berman confirmed that the Wiveliscombe Area Partnership were making this facility available to the community at a reduced and subsidised cost. Bryn Wilson reported he had had a discussion with PCSO Cridlin regarding relocating the dog waste bin from Quarry Cleeve in Jews Lane to a position lower down the lane and this was followed by Peter Parker reminding the Parish Council that the dog waste bin in North Street (situated opposite the car park) would be better positioned next to one of the car park entrances. It was agreed the Clerk would write to Taunton Deane DLO to ask whether this would be possible and to get an estimate of the costs involved.

12. ACCOUNTS

The most recent bank statement was endorsed as an original.

C Heard (Jubilee Gardens)	£83.00
Clerk's expenses	£241.32
Wellington Weekly News (Advert)	£70.50
Wiveliscombe Primary School (Hire of hall)	£25.20
Somerset County Council (Sign)	£259.19
Community Council for Somerset (Subscription)	£25.00
A J Bullen (Internal Auditor)	£138.20

13. WIVELISCOMBE AREA PARTNERSHIP REPORT

Councillor Peter Berman had nothing further to report having made several comments earlier in the meeting.

14. DISTRICT COUNCILLOR'S REPORT

No report was made as both District Councillors were unable to attend the meeting.

15. MATTERS OF REPORT

Bryn Wilson reported that he had recently looked at Newtons path with Mike Hendy who was going to put in a quote for undertaking some improvement works. Following discussion it was agreed the Clerk should write to Mr & Mrs Gaines to ask them to cut back their hedge which is overhanging the footpath and to write to Somerset County Council (Sam Jones) to ascertain whether they can make any improvements to the path, provide hard core or a grant towards the cost of improving it.

John Ollerenshaw mentioned that the allotment holders were interested in having a notice board and given that this was a low priority item in the Parish Council's risk assessment, if the Parish Council would consider making a donation towards such a notice board. Much discussion took place and it was agreed the Allotment Sub-committee would look into the matter and it would be discussed at a subsequent meeting.

There being no other business the meeting closed at 8.45 pm.