

# **NORTH VALE PARISH COUNCIL COUNCIL MEETING MINUTES**

**Monday 20<sup>th</sup> March 2017 at 7.30pm  
North Cheriton Village Hall**

**Present** – David Badham-Thornhill, Gillian Freeman, Jenny Chambers, Janet Down, Dave Young (Chairman), Simon Ford, Nick Haggett, Graham Boaler

**In attendance** – Elizabeth Persson (Clerk), 1 Member of the public, William Wallace

**17.25 Apologies** – Hannah Croft, James Lee

**17.26 Register of Interests** - None

**17.27 Declaration of Interest/Dispensations** - None

## **17.28 Minutes of Last Meeting**

Received and signed the minutes of the last Parish Council Meeting on Monday 20<sup>th</sup> February 2017.

## **17.29 Planning Applications**

**17.29.1** 17/00561/COU – Mr Laurence Wadman, Warehouse and Premises, High Winds, Higher Holton, Wincanton, Somerset, BA9 8AU. Change of use of redundant agricultural buildings to B1 (Business), B2 (General industrial) and B8 (Storage and Distribution). No objections.

**17.29.2** 17/00985/S73 – Mr & Mrs Tattam, Grove Farm House, Lower Cheriton Lane, North Cheriton, Templecombe, BA8 0AP. S73 application to remove condition 3 and vary condition 4 of planning permission 14/01885/COU to remove restrictions on the use of the garage and remove restrictions preventing alterations to the building. No objections

## **17.30 Planning Decisions**

**17.30.1** 16/05249/CPO – Hopkins Developments Ltd., C/O Grassroots Planning Ltd. Importation and deposition of construction, demolition and subsoil waste to re-contour land to improve the slope gradient of agricultural field. Permission refused.

## **17.31 Review of Action List**

## **17.32 Statutory Paperwork**

**17.32.1** To confirm that the Parish Council is compliant with the Transparency Code for Smaller Authorities under £25,000 turnover which comes in to force on 1<sup>st</sup> April 2017? It was confirmed that, to the best of our knowledge, the Parish Council is compliant except for those things still 'in progress' mentioned below.

**17.32.2** To confirm what arrangements are the Council wishing to make for the External Audit of 2017/18 to comply with the transparency code regulations 2015 for 2017/2018? The Council are agreed that an External Audit will not be necessary given the new Internal Audit arrangements put in place and the ongoing reviews to ensure that the Council comply with all aspects of the Transparency Code.

**17.32.3** Pension arrangements (To register with the Pension Regulatory by the staging date for auto enrolment) – the Council noted that arrangements are still in progress.

- 17.32.4 Completion of Risk Assessment – the Council noted that this is in progress and should be ready for agreement at the Annual Meeting of the Council in May 2017. ✓
- 17.32.5 The Council agreed that Financial Regulations and Standing Orders are to be reviewed at our Annual Meeting of the Council in May 2017. ✓
- 17.32.6 The Council agreed that a Statement of Internal Control and Assets Register will be drawn up in the financial year 2017/2018. ✓

### **17.33 North Vale Annual Parish Meeting**

- 17.33.1 Should we hold separate Annual Parish Meetings for each village in April in order that we can discuss what is relevant to each village and therefore what they would like to be financing through their precepts? Minutes from each of the meetings can then be collated into one paper for feedback to the Council.  
The Council decided that it was not feasible to hold separate meetings this year as North Cheriton had already organised their Annual Village Meeting that covers almost the same ground and therefore people would not turn out twice. It was agreed that it would continue with the same arrangements as last year i.e. have the Annual Parish Meeting prior to the April Council meeting. Invitations will be drawn up and distributed to all the households in the Parish as soon as possible.
- 17.33.2 Agenda items for meeting/s need to be agreed, some possible items being –  
All villages – Neighbourhood/Community Plan  
Holton – Renovation of village spring, village phonebox  
North Cheriton – village phonebox  
The agenda items above were agreed with others being added as the invitation is drawn up and possibly on the night, depending on what residents would like to discuss.

### **17.34 Setting up of Staffing Committee**

The following councillors agreed to sit on a Staffing Committee – Hannah Croft, Simon Ford and Graham Boaler.

### **17.35 Clarification of how the Council expect to communicate with Clerk and how quickly a response is required to any form of message.**

The Council agreed that emails should be responded to within 2 working days and if there was need of anything more urgent then a telephone call would be made.

### **17.36 Councillor Tim Inglefield – representation at funeral and donation to nominated charity.**

Elizabeth Persson, Clerk represented the Council at the funeral.

The Council agreed that a £50 donation should be sent to the undertakers to be split between the two nominated charities Dorset and Somerset Air Ambulance and The British Heart Foundation. ✓

### **17.37 Public Right Of Way #ST:3950 Maperton – removal of blockage**

Jenny Chambers as Footpath Liaison Officer for Maperton will get in touch with Eve Wynn at SSDC and the Clerk will get in touch with Colin Fletcher at Highways to see where we go from here as no response has been received from the Landowner.

### **17.38 Correspondence**

- 17.38.1 Growing a Rural Community for South Somerset Questionnaire  
The Clerk will respond on behalf of the Council to this questionnaire.
- 17.38.2 Public Space Protection Order
- 17.38.3 Thank you from Citizens Advice South Somerset
- 17.38.4 Housing White Paper Survey – do we wish to take part?  
The Council agreed that they do not wish to take part in this Survey.

### **17.39 Financial Matters**

- 17.39.1 Approval of Grants Policy and Application Form – Paper 20.03.17 – 17.39.1 ✓

- The Council approved the Grants Policy and Application Form.
- 17.39.2 Permission sort to order up to date publications as follows - ✓  
10<sup>th</sup> Edition of Arnold-Baker on Local Council Administration £76.60  
Local Councils Explained £49.99 + pp  
Good Councillors Guide £2 (10 copies) + pp  
Good Employers Guide £2 (4 copies) + pp  
The Council agreed to the purchase of the items above.
- 17.39.3 Account Review – the current account stands at £6,672.74 ✓
- 17.39.4 Authorise Cheques  
£10 for hire of Village Hall for tonight's meeting  
£167.76 for Clerk's Pay and Expenses ✓  
£70 for Lightatouch - Internal Auditor

**17.40 Matters of report and items for next meeting.**

- 17.40.1 The next meeting will be held on **Monday 24<sup>th</sup> April 2017** following the North Vale Annual Parish Meeting at 7pm in Holton Village Hall.

**PLEASE NOTE THE CHANGE OF DATE DUE TO THE BANK HOLIDAY.**

The meeting closed at 9pm.

Mrs Elizabeth Persson  
Parish Clerk

*Please go to website to view all Papers.*  
[www.hugofox.com/community/north-vale-parish-council-7856](http://www.hugofox.com/community/north-vale-parish-council-7856)

DAY - 7