

# Clutton Parish Council

## Minutes

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Minutes of the Annual General Meeting held on Monday 21<sup>st</sup> May 2007  
at the Village Hall at 7.30 p.m.

Item		Action
50/07	<b>Present:</b> Mr. M. Williams (Chairman), Mr. I. Button (Vice-Chairman), Mr. B. Bailey, Mr. I. Harrington, Mr. A. Hillier, Mr. A. Marwood, Mr. A. Parfitt, Mr. D. Phillips, Mr. A. Starr, Mr. D. Veale, Mr. D. Withers, Mr. S. Willcox (Ward Councillor), Mr. F. Senogles (clerk), Mr. S. Barran (Minutes clerk), 5 members of the public.	
51/07	<b>Public Submissions:</b> <ol style="list-style-type: none"><li data-bbox="396 833 1179 926">1. The cutting back of trees and bushes at the top of Clutton Hill is still an issue. Cllr. Willcox agreed to take this matter up.</li><li data-bbox="396 930 1179 987">2. Announcements were made regarding the Barn Dance to raise money for the church roof, and the church fete.</li></ol>	SW
52/07	<b>Appointment of Officers:</b> <ol style="list-style-type: none"><li data-bbox="396 1058 1179 1213">a) <b>Chairman:</b> the appointment of <b>Mike Williams</b> was proposed by Cllr. Button and seconded by Cllr. Bailey. There being no other candidate, Cllr. Williams was deemed to be elected. Cllr. Williams gave notice that he would not stand again next year.</li><li data-bbox="396 1218 1179 1341">b) <b>Vice-Chairman:</b> the appointment of <b>Ian Button</b> was proposed by Cllr. Bailey and seconded by Cllr. Hillier. There being no other candidate, Cllr. Button was deemed to be elected.</li></ol>	
53/07	<b>Apologies for absence:</b> Ms. S. Davies-Todd	
54/07	<b>Minutes of the meeting held on Monday 16<sup>th</sup> April 2007.</b> <p>Two matters were not recorded in the minutes: the expression of concern about activities at the Clutton Hill Industrial Estate, including noise and other nuisances experienced by neighbours and the advertisement of vacancies at an unlawful site, and the decision that the Council should insist on seeing the engineers drawings for the proposed solution to the drainage problems on Clutton Hill above Maynard Terrace. Subject to these additions, the minutes <b>were agreed.</b></p> <p>In connection with the industrial estate, Cllr. Willcox stated that the Environment Agency had taken samples of outflows from the estate for analysis, and it was agreed that the Council should write to Farmborough Parish Council to enquire if planning permission has been obtained in respect of the letting signs erected on the triangle of land fronting the former Royal Oak Public House.</p>	FS

**55/07**

**Matters arising from the minutes:**

45/07 Model Code of Conduct for Councillors: Following discussion, Cllr. Veale proposed that the model code should be adopted, including paragraph 12.2 regarding discussion of matters where a councillor has a personal interest. Cllr. Withers seconded the proposal and it was **agreed unanimously**.

The Chairman drew members' attention to the need to complete the register of members' interests. Cllr. Willcox pointed out that this register will remain in the hands of the Clerk, and may be viewed but not copied.

46/07 The Station Road sign is still missing.

**56/07**

**Finance:**

The Chairman tabled a financial report. The cheques which had been signed, and those due to be signed **were agreed**. The statement of the Council's finances as of 28.02.07 **was accepted**. There was no bank reconciliation, since the books were in the hands of the auditor.

**57/07**

**Planning Sub-Committee Report:**

Cllr. Hillier reported that

- a. a decision was required on an amendment to an original application for development at the Chalet, Clutton Hill (opposite the industrial estate). The Sub-Committee recommended **rejection**, as it had done in relation to the original proposal, and this recommendation was approved unanimously.
- b. Decisions had been made in relation to the following:
  - i. Bungalow in Church Lane (D. Phillips) – permitted
  - ii. Middle Stone Cottage, Venus Lane (Mr. & Mrs. Parsons) – permitted
  - iii. Elmgrove, Bendalls Bridge (Mr. & Mrs. Stone) – permitted
  - iv. 35 Upper Bristol Road, vehicle access – refused.
- c. There had so far been no response to the request for a meeting with Mr. Trigwell.

Cllr. Veale reported on the proposed Statement of Community Involvement. In the main it formalises and describes current BANES practice. He proposed that the Council should accept the Statement and inform BANES of this. The proposal was **agreed unanimously**, and Cllr. Veale undertook to complete the relevant paperwork.

DV

**58/07**

**Correspondence**

Mr. Senogles reported that he had received correspondence from:

1. The Secretary to the Parochial Church Council, requesting that the Parish Council increase the grant made in relation to grass-cutting in the churchyard. The figure agreed in the Parish Council's 2007/8 budget was

£1030, but the cost in 2006/7 had been £1,600, plus £200 for refuse collection. Cllr. Withers proposed that the Parish Council should **increase its grant to £1,800**. This was seconded by Cllr. Hillier and **agreed** with one vote against.

2. From the Planning Officer, BANES, informing the Council of further modifications to the Local Plan which were approved by BANES on 29 March 2007. Copies of the documents can be seen at Trimbridge House, Trim St. Bath, Riverside, Temple St. Keynsham, and the hollies, Midsomer Norton.
3. ALCA, enclosing the newsletter.
4. Action for Rural Communities with information about its conference, to be held June 28<sup>th</sup> 2007 at the BAWA Club in Filton, Bristol. The Chairman stated that the Council would pay the fee of anyone who wished to attend.

**59/07**

### **Highways**

The Chairman had spoken with Highways in the past fortnight, and the whole of Clutton has now been surveyed and all relevant potholes marked for attention. However, it is not clear when the work will be done – nor how many small holes will be then have grown to large ones.

**60/07**

### **Parish Plan**

Cllr. Button reported that the draft for consultation is not yet ready – assembling the feedback from the village consultation had taken longer than anticipated. Cllr. Veale undertook to arrange a meeting of the sub-committee to progress the draft.

DV

Cllr. Harrington reported on meetings and discussions in relation to the area by the former railway station and possible futures for the scout hut and the youth club. An Action Planning day to explore the potential of this area is proposed.

**61/07**

### **Parish Forum Report**

Cllr. Button reported that pressure is being exerted to increase the number of PCSUs. A major concern for Clutton continues to be the Friday and weekend gatherings of youth the village. One arrest took place this week – but the problem is merely displaced to Temple Cloud.

**62/07**

### **Reports of Sub-Committees**

1. **Footpaths:** A broken stile by the recycling location, and a number of other matters, all of which Cllr. Bailey is dealing with.
2. **Village Hall:** the window is still broken.
3. **School Governors:** A Deputy head Teacher has been appointed
4. **Leisure Area:** Cllr. Phillips thanked the volunteers who helped with clearing the area up.
5. **Playing Field:** Nothing to report
6. **ALCA:** Nothing to report
7. **CPRE:** Nothing to report.

BB

**8. Flood Warden:** Nothing to report

**Appointment of Sub-Committees/responsibilities:**

The following were agreed:

**Footpaths:** Cllr. Bailey, Cllr. Starr

**Village Hall:** Cllr. Bailey

**School Governors:** Cllr. Veale

**Allotments:** Cllr. Phillips

**Leisure Area:** Cllr. Harrington

**Committee for area by the former station:** Cllr. Harrington

**Planning:** Cllr. Veale, Cllr. Marwood, Cllr. Hillier.

**Finance:** Chairman, Vice-Chairman, Clerk, Cllr. Veale

**ALCA:** Cllr. Phillips

**Flood Warden:** Cllr. Parfitt

**Children's Play Area:** Cllr. Phillips

Childrens' United Charities: Chairman, Cllr. Withers.

**63/07**

**Parish Council Vacancy.** It was agreed that an invitation for a candidate to fill the vacancy on the Council should be advertised in accordance with the statutory provision.

FS

**64/07**

**Any other business:**

1. There is a problem of refuse being put out long before the Monday morning collection, resulting in bags being broken by vermin and refuse blown around. BANES has an enforcement officer. Cllr. Willcox agreed to try and get articles about this put in the Council paper, and the clerk will prepare an article to insert in the Somerset Guardian and the parish newsletter.
2. It was reported that litter and rubbish from the Clutton Hill industrial estate is also being blown about.
3. Thanks were expressed in relation to the erection of the 'cul de sac' sign at the entrance to Greenridge.

SW

**Close: The meeting ended at 9.20 p.m.**