

**Minutes of Compton Bishop Parish Council Meeting**  
**held on 11 March 2015 at Cross Memorial Hall**

**Public Participation:** Mrs Delia McCarthy, Mr Andrew Brownlow

**Present:** Cllr A Campbell (Chair), Cllr K Mace (Vice Chair) Cllr R Woolley, Cllr M Rolfe, Cllr C Woolley, Cllr R Parker

1. **Apologies for absence:** Cllr T Mason arrived at 19.36 (prior engagement).
2. **Approval of minutes:** The minutes of the previous meeting held on 11 February 2015 and the extraordinary meeting held on 27 February 2015 were previously circulated to all Councillors. These were approved by those present and signed as a true record of the meeting by the Chair.
3. **Declarations of Interest:** Cllr R Parker declared a personal interest in item 6.2. Cllr A Campbell declared a pecuniary interest in item 8.1.
4. **Changes to Resolution List:** The updated resolution list was circulated via email before the meeting. Cllr R Parker requested that resolution reference 2014/07/16/7.1 now be closed. It was RESOLVED to close the original resolution. Cllr R Parker requested that resolution ref 2014/10/08/11.2.2 now be closed. It was RESOLVED to close the original resolution.
5. **Matters Arising from the 11 February 2015 Minutes:**
  - 5.1 The Clerk confirmed that the change of signatories for cheques had now been confirmed with the bank, however, the change of address for statements was still incorrect, clerk has been advised by the Bank that a new mandate needs to be completed with three signatures (not two as indicated on the original mandate, it was agreed that this would be completed upon confirmation of contact address for new clerk.

*The Chair asked Mr Brownlow if he would like item 8 brought forward, Mr Brownlow accepted; it was RESOLVED to take agenda item 8 at this point.*

*The Chair also asked Mrs McCarthy if she would like item 9 brought forward, Mrs McCarthy accepted; it was RESOLVED to take agenda item 9 at this point following agenda item 8.*

*The Chair asked Mr Brownlow if he would like to speak, Mr Brownlow accepted and the Chair closed the meeting at 19.40 to allow Mr Brownlow to speak; the meeting was reopened at 19.43.*

**8.1** Cllr M Rolfe outlined responses (previously circulated to all councillors) proposed by the planning advisory group to the following planning applications:

21.15.00005/DRT Honeysuckle Cottage – proposal to object, It was RESOLVED with a vote of 5 in favour of objection to 2 abstained votes to object to this application.

21.15.00008/DRT 7 Church Lane – proposal to object, it was RESOLVED with a unanimous vote of 7 to object to this application.

*Cllr A Campbell was asked to leave the meeting room at this point and Cllr K Mace took over the chair.*

21.15.00007/LE Rose Cottage – proposal to approve, It was RESOLVED with a unanimous vote of 6 to approve this application.

*Cllr A Campbell was asked to return to the meeting room at this point.*

**8.2** Cllr M Rolfe had previously circulated the PAG report via email before the meeting and this was agreed by those present

**8.2.1** Cllr M Rolfe tabled the response from SDC with regards to the CBPC stage 1 complaint, it was proposed by Cllr R Woolley and seconded by Cllr R Parker that CBPC write to SDC to request information on what form a response to escalate to Stage 2 complaint should take. It was RESOLVED that PAG should draft a letter for the Clerk to send to SDC.

**8.2.2** Cllr M Rolfe noted that planning application 21.15.0004 Rackley Farm was going to SDC committee on 17 March for discussion, however, the planning officer had incorrectly quoted CBPC as objecting to this application and made other significant errors in the report to committee, Cllr M Rolfe proposed that a letter should be sent to SDC Planning to rectify these errors. It was RESOLVED that PAG should draft a letter for the Clerk to send to SDC before the committee meet on 17 March 2015.

*The chair asked Mrs McCarthy if she would like to speak, Mrs McCarthy accepted and the Chair closed the meeting at 20.14 to allow Mrs McCarthy to speak; the meeting was reopened at 20.17.*

SIGNED: .....

*Miriam Campbell*  
MIRIAM CAMPBELL

DATE: .....

*15/4/15*

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**9. Highway Matters**

9.1 Cllr R Woolley had previously circulated the HAG report via email before the meeting and this was agreed by those present.

9.2 Cllr R Woolley noted the significant costs involved in taking over the administration of the SID, it was noted that smaller parish councils can share responsibility. It was proposed that the Clerk contact Weare Parish Council to enquire as to the viability of sharing this responsibility.

9.3 The condition of the surfacing on the A38 through the parish was raised, it was RESOLVED that HAG should prepare a letter to SCC to highlight this.

**6. Finance Matters & Clerks Report:**

6.1 The Clerk had previously circulated the bank reconciliations to 11 March 2015 via email before the meeting. It was RESOLVED to approve the current bank reconciliations.

6.2 It was RESOLVED to pay Cross Memorial Hall invoice ref:43 in the sum of £135.00 hall hire.

6.3 It was RESOLVED to approve the payment of the clerk's mileage for Nov 2014 – March 2015.

6.4 It was RESOLVED to approve the payment of the clerks working expenses of £25.

6.5 The Clerk's report (previously circulated via email to all councillors) was received and noted.

6.6 It was RESOLVED to approve payment of expenses to Cllr R Parker the sum of £600 reference fencing for the Coffin Lane Project, this payment to be made from the Special Projects funds.

6.7 It was RESOLVED to approve payment of £900 to Davies and Partner for the completion of the dedication agreement for land in connection with the Coffin Lane Project, this payment to be made from the Special Projects funds.

**7. Reports or recommendations from Finance and General Purposes Advisory Group**

7.1 It was RESOLVED to defer the amendment of the council workload list until the AGM in May.

7.2 In view of the Clerk's resignation, it was proposed that Sam Winter (SALC) should be approached as Temporary Clerk, it was RESOLVED that Cllr A Campbell should contact Sam in the first instance to discuss this with a view to accepting the offer.

7.3 It was RESOLVED that the Clerk should start the process for the annual insurance renewal.

7.4 As the PC were only able to obtain two quotes last year it was RESOLVED to accept renewal quotes from only two companies this year.

7.5 In light of the resignation of Ian Tabrett as the footpath liaison officer, it was RESOLVED that the Clerk should write a letter of thanks for his hard work on behalf of CBPC.

7.6 Cllr K Mace had previously circulated the F&GPAG report via email before the meeting and this was agreed by those present.

**8. Planning Matters**

8.1 See Above.

8.2 See Above.

**9. Highway Matters**

9.1 See Above.

**10. Environmental Matters**

10.1 Cllr R Parker had previously circulated his report for Hinkley C, EDF and the Pylons via email before the meeting, it was RESOLVED to approve this report.

10.2 Cllr R Parker had previously circulated his report for Coffin Lane Campaign via email before the meeting, it was RESOLVED to approve this report.

10.3 Cllr R Parker had previously circulated the environmental report via email before the meeting, it was RESOLVED to approve this report.

**11. Communications**

11.1 Cllr R Parker requested that all Councillors give more feedback on articles placed in contact magazine and on the Parish Website.

11.2 The potential means of disseminating important information to parishioners was discussed, one proposal was to follow the same format as Cross Connections in sending emails directly to those parishioners who sign up with information and links to specific items of interest. It was RESOLVED that Cllr C Woolley should contact Cross Connections to discuss how they have approached this and report back to Council at the April meeting.

**12. Social**

Cllr C Woolley had previously circulated the Social report via email before the meeting, it was RESOLVED to approve this report.

**13. Representation**

13.1 It was RESOLVED to defer the election of a second member of CBPC to the Memorial Hall Committee until after the elections in May.

**14. Correspondence**

14.1 There was none.

**15. Date of Next Meeting**

Wednesday 15 April 2015 at 19.30, Cross Memorial Hall.

There being no further business the meeting closed at 21.26.