

North Wootton Parish Council



Clerk to the Parish

Hazel Brinton (BA Hons)

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Minutes of the Parish Council Meeting of North Wootton Parish Council that was held in the **North Wootton Village Hall** on **Tuesday 15th November 2016** that commenced at **7.30 pm** when the following business was transacted.

PRESENT Cllr Alistair Bovey (Chairman), Cllr A Townend, Cllr M Smith, Cllr S Shimmin and Cllr M Hoddinott together with the outgoing clerk Mr B Bartlett and the incoming clerk Miss H Brinton

County Cllr Noel, District Cllr Hewitt-Cooper and six members of the public were present. The Chairman opened the meeting formally at 19.30.

1. **Apologies** - There were no apologies
2. **It was unanimously resolved to approve and sign the minutes of the Parish Council Meeting held on 20th September 2016.**
3. **Declarations of interest** - No declarations of interest were received.
4. **Matters arising**
Minutes have been passed on to Mr Russell-Yard; the festival North Wootton bus would continue.
The Masters planning application has been re-submitted and would be discussed later.
Mr Martin Richards, the SCC Highways representative, was too busy to attend and Cllr Shimmin would report.
5. **Correspondence**
Routine correspondence was read and dealt with. It was noted that Long Drove was being closed for three days from 28th November but this could actually be anytime during an 18 month period.
6. **Public participation** - The Chairman invited comments from the public. None were made.
7. **New clerk** - The Chairman introduced the new clerk, Miss Hazel Brinton who started on 1st November. He noted she was an experienced clerk and there would be a phased handover with Mr Bartlett.
8. **PAYE** – the clerk explained there were two options as the parish council was now an employer. Either payroll and returns to HMRC are “in-house” and the clerk does it or the payroll function could be outsourced for approximately £100 to Sedgemoor District Council whose Payroll Manager has indicated she would be willing to undertake this. The clerk will investigate her preferred option and report back in January.
9. **Reports** (a) District Cllr Hewitt-Cooper reported on MDC’s budget; enforcement; job creation; travellers’ sites.

Chairman’s signature.....

(b) County Cllr Noel reported on SCC's budget; devolution; the County Plan; investment income; Hinckley Point and job creation.

Cllrs noted the increased budgetary pressures on district and county and asked to be kept apprised of any duties and services currently provided at those levels that may be put NWPC's way.

(c) There was no police report. The Chairman noted there had been a change in personnel and the PCSOs could be found in the village café every week.

10. Highways – Cllr Shimmin reported on various items in the parish. He asked for a representative from the Highways Authority to attend but they will not send anyone unless there is a major new development. They claimed to have fixed the Dark Lane issue and have confirmed that there are no funds to repair verges. Cllr Shimmin reiterated that individuals should report problems directly to the county council and also inform him.

11. Footpaths - Cllr Hoddinott is the official parish Footpath Liaison Officer. He will be sent a fault list and confirmation as they are repaired

12. Moors and Levels – Cllr Smith confirmed he had been re-elected to the Axe/Brue Board for the next three years covering the Wookey area

13. Planning

a) Masters – 2016/2709/FUL – Cllr Smith noted his non-pecuniary interest in the matter. Cllrs noted this had been resubmitted with a different entrance and that whilst they felt that the financial justification had not been considered, they were pleased the entrance had been changed. It was unanimously resolved that the council's previous comments on the application stood. Mr Bartlett noted that the agricultural covered yard had been approved.

b) Wilson – 2016/2720/REM – Cllrs noted that the original 'outline approval with conditions' was passed in 2013. The Chairman said that the covering letter with this current application seemed to relate mainly to reserved matters of landscape and materials but that further reference would need to be made to the original approved application before the parish council could comment in full on the current design to ensure that it was the same as that approved in 2013. It was noted by Cllr Townend that one objection to the scale of the property had already been made. The Chairman offered to review the earlier correspondence and appraise the Cllrs and in due course agree the wording of the Council's response with the clerk.

The Chairman noted that MDC is circulating a new draft Local Plan with a view to adopting it after consultation in November 2017. This would impact future planning policy.

14. Insurance – it was unanimously decided to obtain insurance via Came and Company and accept the quotation from Hiscox.

15. Website – it was unanimously decided that the clerk would arrange for a new website using Spanglefish and purchase a website to avoid inappropriate advertising that often came with free websites. The website would initially be funded by the Transparency Code grant which the clerk would access.

16. Financial – i) it was unanimously resolved to pay the items as presented

- a) Back room clerical fees £420 including VAT
- b) NW Village Hall for a cheque never presented two years ago £84
- c) MDC for a cheque for election fees never presented £162.52

ii) It was unanimously resolved that any two councillors be able to sign cheques but all councillors would be bank signatories

iii) It was resolved on a vote of four to one abstention to pay the Village Hall a grant of £2,000.

iv) It was unanimously resolved to set the precept at £5,000 for the 2017/18 financial year.

17. Date of next meeting – 10th January 2017

There being no further business, the Chairman closed the meeting at 21.05

Chairman's signature.....