

Minutes of
the Annual Meeting of the Pilton Parish Council
at Pilton Village Hall on
Wednesday 11th May 2022 at 7.30pm

Present:- Joe King – Chairman
Kelly Sumner – Vice Chairman
Lynda Allen
Roger Noble
Nick Hall
Richard Woodhouse
Terry Moulder
Tom Hollings

Members of the public – 9 plus 3 via Zoom.

1 **CHAIRMAN’S ANNOUNCEMENTS:**

i Mobile phones should be switched to silent.

2 **APOLOGIES:** Owain Powell

3 **ELECTION OF OFFICERS:**

i. Appointment of Chairman – Councillor Hollings proposed Councillor King as Chairman and Councillor Sumner seconded. The vote was unanimously in favour.

Declaration of Acceptance of Office was signed.

Councillor King welcomed Councillors new and old to Parish Council. It was advised that the Parish Clerk has resigned from the post of Clerk and Responsible Financial Officer, finishing on the 8th June 2022. Councillor King stated that they will be sorry to see her go. The advert needs to be published by SALC for a replacement Clerk also placed on the village noticeboards, Facebook. In the short term a locum Clerk could be sought from the local area.

It was proposed that Councillor Woodhouse could step in as the Responsible Financial Officer for the interim. Councillor Noble proposed this and Councillor Moulder seconded. The vote was unanimously in favour.

ii Appointment of Vice Chair - Councillors Noble and Sumner were suggested as Vice Chair. Councillor Moulder proposed Councillor Sumner and Councillor Hollings seconded.

Councillor Hall proposed Councillor Noble for Vice Chair and Councillor Woodhouse seconded. The vote was 4 in favour of Councillor Sumner and 3 in favour of Councillor Noble.

iii Appointment of Committees –

Footpaths – Councillor Hal was proposed by the Chairman and Councillor Sumner seconded.

It was stated that Somerset County Council has an interactive website where a footpath can be identified and report a fault. Councillors Noble, King.

Burial Ground – Councillor King explained that work needs to be carried out regarding reviewing practices and nominated himself to continue to lead in this. Councillors Allen, Hall, Woodhouse, King, Sumner and Moulder would be on the committee.

It was unanimously agreed that the new signatories would be the Chairman, Vice Chair and Councillor Woodhouse as acting Responsible Financial Officer (if required). Councillor Noble

will remain as a signatory. The bank accounts will also need to be transferred to either the new Clerk or Councillor Woodhouse.

Councillor Hollings proposed that Councillor Sumner take over responsibility of the website and it needs a total revamp, Councillor Woodhouse seconded the vote was unanimously in favour.

- iv Declarations of Acceptance of Office – Declarations of Acceptance of Office were made by all the Councillors, who were present. Councillor Powell was unavoidably unable to attend. The Clerk had given him permission for him to sign at the next Parish Council Meeting and all the Councillors agreed.

- 4 **DECLARATIONS OF INTERESTS:** Councillors King, Allen, Noble Hollings – Festival ticket. Councillor Woodhouse – Sunday festival ticket. Councillor Hall – Festival ticket, Trustee of the Playing Fields and Trustee of the Village Hall. Councillor Moulder – Festival ticket and temporary Festival employment.

5. **TO RE-AFFIRM THE FOLLOWING DOCUMENTS:**

The following documents were re-affirmed but will be further reviewed over the coming months by the new Parish Council:

- i. Standing Orders
- ii. Financial Regulations
- iii. Complaints Procedure
- iv. Equal Opportunities Policy
- v. Social Media Policy
- vi. Code of Conduct

6. **MINUTES:** of the 6th April 2022 were approved.

5. **MATTERS ARISING:**

i Traffic Matters:

- New Defects: Between West Compton and Burford House there are dozens of potholes.

The road is breaking up and there are many potholes to be repaired in East Town Lane. Action needs to take place before the winter makes it worse.

The Parish Council wishes to have a site meeting with Highways to discuss the state of the roads. The Clerk will provide Councillor King's phone number to Highways so a meeting can be arranged.

- Lamberts Hill: No response has been received to the Clerks letter sent to MP James Heappey and Nigel Hewitt-Cooper.

It was confirmed that a letter was written to a landowner regarding fencing. The police are also chasing for the work to be sped up as they have classed the crossroads as an accident blackspot.

- At the Wells/ Cannard's Grave Crossroads it was requested a hydrant sign be erected. The Clerk will ask Highways.

ii A361Pilton:

- Update – Curbing was due to take place on 3rd to 5th May but has not yet started. The road will be closed from 18th July for 5 nights.

iii Community Speedwatch:

- Speed Indicator Device: The team are out every week. 7500 vehicles have been recorded this year so far, with the data of 364 vehicles whose information have been passed to the police to receive a warning letter.
 - Councillor King advised that the offer of a grant to purchase a Speed Indication Device has been withdrawn. It is approximately £2500 + vat to purchase a small SID and £3500 to purchase a larger device. A solar device costs considerably more.
 - Someone would need to receive the Chapter 8 training in order to manage the SID, this cost between £300-£500. A request for a volunteer with be put in this month's Roundabout magazine. Work would include changing the SID battery every couple of weeks and moving its location every few weeks.
 - Sharing a SID and the cost with another village will be investigated.
 - IT was stated that Highways are reluctant to install speed cameras but it is not known why.
 - It was suggested that the Parish Council look into passive traffic calming.
- iv Local Council Alliance: Andrew Shaw was previously attending the meetings Councillor Hall is going to pursue changing this to Local Community Networks (LCN's).
- v Dog Poo Bins: No map showing the locations of the proposed bins have been forthcoming. Neither has the current locations of the dog fouling signs and where other signs will be located. The Clerk was asked to respond regarding the Health & Safety issue regarding access via the squeeze gate. Closer and easier access is via the main gate. The clerk was asked for the company to email Village Liaison regarding obtaining a pass to gain access to the village to empty bins during the festival.
- vi Queen's Platinum Jubilee Celebrations: The committee confirmed that they have taken out their own insurance. A site meeting is taking place next week. Events will be advertised via Facebook, fliers and word of mouth. The bonfire will be lit at 8pm so children can be involved. They have the necessary licence and the Fire Brigade are aware. Certificates are available for official jubilee events. As the Parish are not keeping to official times (to allow for children) it was agreed not to apply and stay 'unofficial'
- vii Pollution: No response has been received. The Clerk will email the Environment Agency (Karen.Downes@environment-agency.gov.uk
- viii Letter to Trustees of the Village Hall: Discussion took place regarding the location and dates of future meetings. The Playing Field Pavilion was ruled out and the Village Hall was much more central. Councillor Hall will discuss this further with the Village Hall Trustees at their next meeting and report back. It was asked that if the Perridge Room continued to be the meeting place, could the layout be better?
- ix Shooting Ground: The Clerk has written to MP James Heapey but no response has been received.
- xi Update from Nigel Hewitt-Cooper: There was no report received this month from Nigel.

6. **PLANNING:**

Application Number	Proposal	Applicant & Location
--------------------	----------	----------------------

2022/0555/HSE	Rebuild stone boundary wall into buttresses.	Mr Mark Franklin Westholme House Higher Westholme Road Pilton
Pilton Parish Council recommends : APPROVAL Councillor Noble proposed approval, Councillor Sumner seconded. The vote was unanimously in favour.		
2022/0733/LBC	Rebuild stone boundary wall into buttresses.	Mr Mark Franklin Westholme House Higher Westholme Road Pilton
Pilton Parish Council recommends : APPROVAL Councillor Hollings proposed approval, Councillor Noble seconded. The vote was unanimously in favour.		
2022/0810/HSE	Loft conversion with rear dormer, erection of rear single storey extension and erection of front porch.	Mr & Mrs J Foley Stonecroft Bread Street Pilton
Pilton Parish Council recommends : APPROVAL but with the condition that there is a clear timeline on building works, the site is left clean and tidy, access at all times and every effort is made to minimise inconvenience to the neighbouring property, whose drive they share. Councillor Hollings proposed approval, Councillor Moulder seconded. Councillor Hall proposed refusal, on the grounds that it exceeds building rights. Councillor Noble seconded. The vote was 4 in favour of approval and 3 in favour of rejection.		
2022/0654/FUL	Change of use of agricultural building to dwelling house Class 3 with associated access and parking.	Mrs Garland Brook House Farm Compton Lane, West Compton
Pilton Parish Council recommends: APPROVAL but with the condition that the owls remain in their current position. The Parish Council is opposed to moving it to a north facing elevation, as they are protected birds and the move would be detrimental to their wellbeing. Councillor Noble proposed approval, Councillor Woodhouse seconded. The vote was unanimous subject to the above condition.		

i Enforcement:

7. **FINANCE:**

i Financial Statement:

Banked										
	Precept (MDC)					£	14,000.00			
	HMRC Refund					£	177.25			
						£	14,177.25			
Less cheques drawn:										
cq number	details									
2292	K Buckley (HWA £15.50, stamps £5.70, Zoom £14.39)					£	409.29	(£9.29 carried over to next meeting)		
2294	R England					£	85.72			
2295	W Lynn					£	43.30			
2291	BHIB Insurance					£	990.00			
2293	HMRC (K Buckley)					£	340.00			
2296	Pilton Working Mens Club					£	15.00			
2297	Information Commissioners Office (Data Protection Fee)					£	40.00			
						£	1,923.31			
Balance at 30/04/2022						£	31,368.27			

- Approval of AGAR Part 2 (Annual Governance Statement & Accounting Statement) These documents were approved and signed.
- ii Financial News/ Requests for Grants:
- Playing Fields Play Area Upgrade & Maintenance. Councillor Hall advised that this had been emailed to the Clerk on 1st March but the Clerk has not received this. Councillor Hall will request that it be sent again.
 - War Memorial Magazine Subscription renewal. Councillor Noble proposed renewal, Councillor Hall seconded. The vote was 3 in favour of renewal and 3 abstentions.

8. BURIAL GROUND

- i Maintenance reports: Councillor King will complete the reports going forward. Councillor Noble has checked the Burial Ground and suggested that Harvey Bailey cut the rough grass. This was agreed.
- ii Maintenance work: Councillor Noble has received another quote for the tree cutting. Councillor Noble proposed that Wayne Cullen's quote is accepted as he will remove and dispose of the cuttings. Councillor Sumner seconded. The vote was unanimously in favour. Councillor Noble will notify Mr Cullen.
- iii Notes and Regulations: Review of documents is ongoing.

9. FOOTPATHS

- i Weir Lane Footpath: Discussion took place regarding the handrail in Weir Lane. It was agreed to look at other ideas such as wooden handrails, this is due to the cost of metal increasing.

10. ITEMS FOR COUNCIL'S INFORMATION:

- i Roundabout report:
Welcome and congratulations the new Parish Councillor's.

The Clerk has resigned from her position of Parish Clerk and Responsible Financial Officer. If you are interested in applying for this position please contact Joe King on jk.pilton@btinternet.com.

Pilton Parish Council is looking for a volunteer to undertake Chapter 8 training to manage and maintain a Speed Indicator Device. This would involve moving the device on a regular basis and replacing the battery every couple of weeks. If you interested in volunteering or require further details please contact Joe King jk.pilton@btinternet.com

It was agreed that the Parish Council should pay for training costs for new Councillors.

- Update from the Clerk:
It was agreed that the Clerk would end her employment on 8th June, attend the June Parish Council meeting and complete the minutes of that meeting.

11. **GFEL**

i. Dates of Festival Meetings & public involvement:

Next GFEL/PPC meeting will be Wednesday 18th May.

ii. Questions for GFEL:

1. Volume of traffic. Increased traffic in Top Street and Copse Hill. Could a traffic counter be sited over the next few weeks to monitor the build up of traffic prior to the festival?
2. Concerns were raised regarding parking and lack of security in Margaret Bondfield Close and parking in Shop Lane.

NEXT MEETING: Parish Council Meeting will take place on Wednesday 1st June 2022 at 7.30pm

Meeting closed 9.32pm