

**ADOPTED**  
**BISHOPS LYDEARD & COTHELSTONE PARISH COUNCIL**

Clerk to the Council: Mrs A Shepherd, 65 Saffin Drive, Bathpool, Taunton, TA2 8DP  
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Minutes of the Parish Council meeting held in the Village Hall, Bishops Lydeard on Wednesday 13<sup>th</sup> June 2018, 7.00pm

**Persons present:** Cllrs Davenport (Chair), Martin (Vice Chair), Rigby, Pattermore, Russell, Armstrong, Warmington, Watson, Allen and Partington (from 8.10pm)

**Persons absent:** Cllr Morency

**In attendance:** Mrs Amy Shepherd (Clerk) and approximately 10 members of the public.

**28/18 Apologies**

Cllr Morency

**29/18 Declarations of interest relating to matters on the agenda**

Cllr Rigby declared a personal interest in respect of planning application number 06/18/0013.

Cllr Watson stated that as a member of TDBC Planning Committee, he would not be commenting on any planning applications, to avoid fettering his discretion.

Cllr Russell declared a personal interest in respect of item 11 'Parish Council website – to consider quote to re-build'.

Chair declared a personal interest in respect of planning application number 06/18/0012.

**30/18 Planning applications for comment**

13/18/0004 – Erection of two bay extension to agricultural building, laying of concrete hardstanding and associated works at Fennington Farm, Kingston St Mary

The Parish Council supported the granting of permission

06/18/0012 – Erection of single storey rear extension at 10 Hamber Lea, Bishops Lydeard

The Parish Council supported the granting of permission

06/18/0013 – Erection of a single dwelling at 27 Darby Way, Bishops Lydeard

The Parish Council opposed the granting of permission and made the following comments:

The proposal does not support Policy H4 Separate Dwellings in Gardens of the Bishops Lydeard and Cothelstone Neighbourhood Plan which states that 'Development which results in the loss of or significant harm to the ecology, character of the local area, open space provision or landscape value of private residential gardens will not normally be permitted'.

The Parish Council is concerned that if permitted, this proposal would alter the character of the local area and would set a precedent for future similar applications in Darby Way, the result of which would be an unacceptable increase in the density of housing in Darby Way.

The Parish Council considers that if permitted this proposal would cram in a house in an unacceptable way which would overlook the neighbouring properties causing loss of light and privacy issues.

06/18/0015 - Erection of replacement fencing along driveway and to south of American Gardens at Sandhill Park, South Drive, Bishops Lydeard

The Parish Council had the following observations to make on the proposal:

It is noted that estate rail fencing and gates previously erected in this location were taken away. The Parish Council considers that this type of fencing is more in keeping with the area and would therefore

like to see estate rail fencing re-instated rather than permission being granted for the proposed wooden post and rail fencing.

### **31/18 Adoption of the minutes of the meetings of 9<sup>th</sup> May 2018**

Having been previously circulated, the minutes from the Parish Council meetings on 9<sup>th</sup> May 2018 were agreed as an accurate record of the meeting.

### **32/18 Matters arising**

Clerk's report was read to the council (attachment 1)

### **33/18 Comments from members of the public on matters not listed on the agenda**

A member of the public raised the lighting at Greenway / Station Green once more. SCC have confirmed that they have commissioned a report into the lighting. It was agreed that the member of the public would send the correspondence he had received in respect of the issue to the Chair with a view to the Chair liaising with Taylor Wimpey about the issue.

A member of the public asked if the review of the Bishops Lydeard and Cothelstone Neighbourhood Plan had started yet. The Parish Council confirmed that work to review the plan had not commenced yet.

### **34/18 Parish Lengthsman Report**

The report provided by the Lengthsman was tabled at the meeting and noted.

### **35/18 Avon & Somerset Police report**

No police report was received in advance of the meeting.

### **36/18 Somerset County Council matters**

Cllr Rigby reported on the following:

White lines are being refreshed through the village at the moment.

Road repairs in the village are also taking place.

Repairs to the Silk Mills bridge are also taking place improving the road on the commute to and from Taunton

The Unitary Authority conversation is still taking place.

Budgetary cuts at SCC continue, SCCs financial position becomes increasingly worrying.

20mph zone – the meeting scheduled for 2 weeks ago was cancelled, expected to be re-scheduled over the next month.

NIDR – will be formally opened this week and named 'Trenchard Way'.

### **37/18 SCC Library Consultation update and agree a response**

Chair introduced the item and confirmed that following discussion at the last meeting an article had been added to Fiveways and a post had been added to facebook to gather public opinion about a possible precept increase and requesting volunteers come forward to run the library service in Bishops Lydeard.

Chair confirmed that he had received no responses to the fiveways article.

Clerk confirmed that the facebook post had resulted in a small amount of support for an increase in precept to financial support the library service but no volunteers had come forward.

Clerk also confirmed that one email had been received from a member of the public opposing financial supporting the library service but instead suggesting financially supporting the mobile library service to ensure adequate stops take place in the parish upon closure of the library.

In view of the responses received from members of the public and no volunteers coming forward to help to run the library service in Bishops Lydeard, it was agreed that the Parish Council would respond to the consultation to confirm that:

The Parish Council is not in a position to financially support the library in Bishops Lydeard but is fully supportive of additional mobile stops in the parish. Although it is accepted that use of the library in its current form is low in Bishops Lydeard, there are people that use the library and the Parish Council would like to enable, as far as possible, for these people to adapt to using a mobile library service instead. Therefore, the Parish Council would be willing to make a financial contribution toward the provision of the mobile library service to ensure that adequate stops take place in the parish.

The Parish Council would therefore welcome a conversation about the provision of mobile library service stops including how many stops, how often they would take place and the location of them.

#### **38/18 Parish Council website – to consider quote to re-build**

Clerk summarised the quote provided by Somerset Web Services to re-build the Parish Council website. Clerk outlined the options included in the quote and put forward her recommendations of which options to take up. It was proposed, seconded and agreed with all in favour that the quote be accepted.

#### **39/18 To consider and approve the final 2017/18 statement of accounts**

The Annual Accounts were presented to the Council. It was proposed, seconded and voted unanimously to approve the final 2017/18 statement of accounts.

#### **40/18 To approve the Annual Governance Statement**

The Annual Governance Statement was reviewed and its was proposed, seconded and voted unanimously to approve the Annual Governance Statement. The Chair was authorised by the Council to sign and date the Annual Governance Statement on behalf of the Council.

#### **41/18 To consider and approve the accounting statements forming part of the annual return for External Audit**

The Accounting Statements forming part of the annual return for External Audit were considered by the Council. It was proposed, seconded and voted unanimously to approve the Accounting Statements. The Chair was authorised to sign the Accounting Statements on behalf of the Council.

#### **42/18 To review and agree the Council's annual insurance provision**

Quotes for renewal of insurance were considered. It was proposed, seconded and voted unanimously to accept the quote from Zurich.

#### **43/18 To receive a briefing regarding the new General Data Protection Regulations (GDPR)**

Clerk summarised the GDPR overview paper circulated in advance of the meeting. GDPR came into force on 25<sup>th</sup> May 2018 and the Clerk has recently received training from SALC which provided advice about what steps the Parish Council must take in order to comply with the regulations.

Clerk confirmed that work will begin immediately to review the personal data held by the Parish Council, dispose of data that is no longer required and carry out a data audit in respect of the remaining data that is held.

Clerk also confirmed that the work which will be carried out to the website during its rebuild will make the website and Clerk's email address more secure thereby helping with compliance with the new regulations.

Clerk confirmed that a number of policies and notices need to be developed and that these would each be brought before the Parish Council for approval. The first of these will be brought to the July Parish Council meeting for approval.

**44/18 To note planning permissions granted**

06/18/0009/T - Notification to fell two cypress trees and one laurel 'tree' at Farringdon within Bishops Lydeard Conservation Area at 9 Gore Square, Bishops Lydeard – NO OBJECTION TREES

**45/18 To note planning applications refused/withdrawn**

No planning applications refused / withdrawn

**46/18 To note income received**

HMRC (VAT Reclaim 2017/18 Q3 & 4)	£1227.20
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**To approve payments**

Intelligent Workplace Solutions Limited (May toilet cleaning)	£234.38
Clerk's expenses (Travel, office 365, salary adjustment)	£83.29
BT (Telephone services)	£93.22
SALC (Clerk GDPR Training)	£25.00
Jack Council (Parish Lengthsman Work – May)	£549.70
Roger Sleaf (Internal Audit)	£90.00

It was proposed, seconded and voted unanimously that these payments be approved

**47/18 Urgent matters for report only**

Chair reported on the following:

Somerset Day - a note from Kathy Ford thanking the Parish Council for its continued support of Somerset Day which raised £1700.00 for Greenway Hall this year had been received.

Sandhill Park - a meeting with Cllr Watson and Roger Habgood had taken place during which it was confirmed that the company who own Sandhill Park have gone into administration and the development is now in the control of the bankers. The bank is anxious to complete the development. It was also reported at the meeting that the bond was ok.

Taunton Road Development - Origin 3 have been in contact to request a meeting. The meeting will take place on Thursday 28<sup>th</sup> June at 11.00am. The Working Group will meet for 30 minutes in advance of the meeting commencing at 10.30am. The Group will report details of the meeting at the July Parish Council meeting.

Station Green – no progress to report, Chair confirmed that he had chased Colin Danks and received a reply that confirmed that Taylor Wimpey are now preparing the planning application as per the scheme presented at the May Parish Council meeting.

Paddock – No further progress to report. A pre-application meeting with TDBC is scheduled to take place on 4<sup>th</sup> July.

War Memorial – the proposed bench has been installed, the sculpture of poppies is awaited.

Cllr Rigby reported that grass around the junctions onto the A358 and as you exit the car park at Ash Priors was getting high. Clerk to ask the lengthsman to cut grass to improve visibility at junctions.

Cllr Allen reported damage to the Village Hall including a fencing panel and picnic bench. Cllr Allen asked that if anyone becomes aware of the damage that they report it to the Village Hall Management Committee.

Cllr Watson reported that following enquiries with TDBC business rate relief isn't currently available to the Parish Council in respect of the public conveniences. Cllr Watson reported that the current West Somerset Council policy regarding rate relief includes a consideration of Asset Transfer which the TDBC one doesn't. There is a possibility that a new policy for TDBC and WSC will be developed which may have this consideration included and it is worth trying again next year.

Cllr Pattermore reported that motorbikes are doing wheelies on the roundabout and speeding through the village between 12midnight and 3am.

**48/18 Date of next meeting:**

The next meeting will be held on Wednesday 11<sup>th</sup> July 2018, 7pm, Bishops Lydeard Village Hall

There being no further business, the meeting closed at 8.45pm

Signed..... Date.....