

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

Clerk to the Council: Mrs A Shepherd, Rose Cottage, Oldway Lane, Wrantage, Taunton, TA3 6DE.  
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Minutes of the Parish Council meeting held virtually on Wednesday 13<sup>th</sup> May 2020 at 7.00pm

**Persons present:** Cllrs Davenport (Chair), Martin (Vice-Chair), Allen, Pattermore, Lewin-Harris, Morency, Armstrong, Watson and Russell.

**Persons absent:** Cllr Warmington

**In attendance:** Mrs Amy Shepherd (Clerk) and 3 members of the public.

**01/20 Apologies**

Apologies were received from Cllr Warmington.

**02/20 Declarations of interest relating to matters on the agenda**

Chair declared a personal interest in respect of Item 7 in relation to planning application number 06/20/0019.

Cllr Morency declared a personal interest in respect of Item 10 'Quantock View Parking Proposal'.

Cllr Rigby declared a personal interest in respect of Item 7 in relation to planning application number 06/20/0019.

**03/20 Adoption of the minutes of the meeting held on 2<sup>nd</sup> April 2020**

The minutes from the Parish Council meeting on 2<sup>nd</sup> April 2020 were agreed as an accurate record of the meeting.

**04/20 Matters arising**

Chair reported on the following:

A response was submitted to SWT in relation to the planning application in respect of 41 Hither Mead supporting the application.

Email correspondence has been received from the Planning Officer in respect of the 4 Glamping Units at Greenway Wood. It confirmed that in respect of foul drainage a treatment plant would be installed as no mains connection was available. A planning condition has been requested to deal with this. Cllr Morency questioned whether the size of the watercourse in the location would be suitable for a treatment plant.

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

**05/20 Comments from members of the public on matters not listed on the agenda**

A member of the public requested an update in relation to the lighting on Greenway. Cllr Rigby confirmed that he had not received an update and explained that a number of staff at SCC had been reassigned so progress was currently unlikely.

**06/20 To receive an update on local Coronavirus Initiatives**

Cllr Russell provided an update and confirmed that requests for help had reduced and very few calls for help are received. The grant that the Parish Council agreed at the last meeting has been well received and is being put to good use.

### **07/20 Planning applications for comment**

06/20/0008 Variation of Condition No. 02 (approved plans) of application 06/17/0033 on land at Taunton Road, Bishops Lydeard

The Parish Council objects to the granting of planning permission for the following reasons:

- As a result of the proposal the number of 5-bedroom properties has been reduced by 7.
- When the original planning application (number 06/17/0033) was considered by the Planning Committee, it was deferred for a period. One of the reasons for the deferment was in order for the mix of units in the proposal to be adjusted to increase the number of 4 and 5 bedroom properties to reflect the Bishops Lydeard and Cothelstone Neighbourhood Plan Policy H2 'Housing for families' and Objective 1 'Housing mix to ensure cohesive and diverse communities' which states 'that the major rural centre of Bishops Lydeard is able to accommodate residents throughout their life-time should they so wish by providing a balanced mix of different house types and tenures'.
- The Case Officers report and recommendations on the proposal when it was considered by the Planning Committee after the deferment confirms that:  
'The proposal is for the erection of 173 dwellings with car parking, access, drainage and open space and the outline provision of a care home on land off Taunton Road, Bishops Lydeard. The development includes 43 affordable units and 130 open market units including 3, 4- and 5-bedroom properties. The application was deferred from the October meeting and is brought back to committee following the alteration of the mix of units and changes to the materials. Previously there were 4 x 5bed units, 68 x 4bed units, 70 x 3bed units, 23 x 2beds and 8 x 1 bed flats. This has now been revised to 17 x 5bed units, 55 x 4bed, 58 x 3 bed houses, 2 x 3bed bungalows, 29 x 2 bed houses, 4 x 2 bed bungalows and 8 x 1 bed flats. In addition, 16 dwellings are now in part natural stone plus an element of boundary walling along the main road into the village.'  
This proposal therefore reduces the number of 5-bedroom units which effectively goes against the reason for the deferment and the resulting grant of permission in relation to 06/17/0033.
- The Parish Council would therefore like the number of 5-bedroom properties restored as per the original planning consent.

06/20/0019 Conversion of loft incorporating two rear dormers at 9 Church Street, Bishops Lydeard (Resubmission of scheme 06/19/0056 determined on 20 Feb 2020)

By a majority vote, the Parish Council supports the granting of planning permission

06/20/0013 Erection of an agricultural building for implement and fodder storage at Luxborough Farm, Frenchies Farm Lane, Aisholt (retention of works already undertaken)

The Parish Council has no comments to make on this proposal.

### **08/20 Update regarding Sandhill Park Mansion**

Chair confirmed that Planning Consent has recently been issued in respect of planning application numbers 06/17/0023 and 06/19/0021. The issuing of these consents has taken a while due to the drawn-out negotiations in respect of the Section 106 Agreement. This has now been approved and is available on the SWT website.

The application to add the parcels of land at Sandhill Park to the register of assets of community value has been lodged with SWT.

Investigations into obtaining user evidence are continuing in order to add a right of way for the drive and recreational rights for the two parcels of land. Cllr Rigby advised that designating the land as a village green maybe the better route as the process is not so lengthy.

Enforcement action in respect of the fence and gate that has been installed on one of the parcels of land is underway.

Cllr Rigby confirmed that a group of residents are developing user evidence in respect of the use of South Drive, the parcels of land and Greenway Wood.

Cllr Armstrong raised the issue of cars speeding on South Drive. Cllr Rigby advised Cllr Armstrong to report the issue to the Management Company.

### **09/20 Somerset County Council and Somerset West and Taunton Council matters**

Cllr Rigby reported on the following:

Coronavirus – focus of efforts for both SCC and SWT. Many staff have been reassigned to support / provide services. The efforts are working well, and local people and communities are working to help each other. Regular briefings are being provided by SCC. Main issue and cost to SCC is the inadequate supply of PPE for care homes. The hope is that the lockdown in Somerset was well timed and as a result the numbers in Somerset will remain low.

SWT Planning – function is carrying on unchanged. There has been no drop in the number of planning applications submitted. The Planning Committee is starting to meet virtually. There has been a delay to the development of the Local Plan with some staff members being reassigned but the Local Development Order is progressing.

Car Parking – charges have been suspended at the moment and will be reintroduced at some point.

Cycle Path – funding is available and is being taken advantage of.

Economic Recovery Plan – SWT are bringing forward infrastructure schemes e.g. Firepool, Coal Orchard, Train Station, Cycle Path and Flood Alleviation Projects to help the local economy regenerate.

Pop Up Cycle Paths – Cllr Rigby lobbying SCC to temporarily pedestrianise the Town Centre, particularly North Street and East Street, to enable social distancing when shops do re-open.

20mph speed limit – SCC work is still ongoing – full details are expected to be available to present at either the June or July meeting.

### **10/20 Quantock View Parking Proposal**

Cllr Morency provided an overview of the two options provided by the Architect in respect of the Quantock View Parking Proposal. Neither of the options developed were in accordance with the instructions given. Option A takes up too much of the green space and should be ignored. Option B also needs to be amended to change the angle of the parking and to put the connecting path in the correct place.

It was agreed that the Clerk would sketch onto option B the changes required and that the architect would be requested to develop two drawings, one with parking to the South and East of the Green and another without the parking to the South.

The existing parking should also be shown on the options.

Clerk to liaise with Cllr Morency and Cllr Martin on the sketch before sending it to the Architect.

The amended drawings will be considered again at the next meeting. It was agreed that because neither option reflected the instruction given to the architect, payment of the invoice received would be delayed until the next meeting and when the Parish Council is in receipt of plans reflecting the instruction given.

### **11/20 To receive an update regarding the proposed additional Hither Mead new bus shelter installation**

Clerk outlined the outcome of the investigations she had made with SWT about ownership of the proposed location for an additional bus shelter. The land is owned in part by SCC, SWT and BT. Cllr

Morency advised that there was a parcel of land at the location approximately 2.5m square in size where a bus shelter could be installed.

Chair agreed to take a look at the location and report back.

Clerk to research bus shelters that are available that may fit into the space available.

### **12/20 To discuss Community Infrastructure Projects**

Cllr Rigby outlined his proposal whereby a framework is established to decipher what CIL money should be spent on going forward to ensure that money is allocated to all the projects that it is hoped the CIL money will deliver.

It was agreed that a meeting of the CIL Committee would take place before the next Parish Council meeting to come up with proposals and report back. The Committee will also give consideration to the most effective way of ensuring that organisations and groups are aware that CIL money can be applied for to support projects.

### **13/20 Parish Lengthsman Report**

The Parish Lengthsman Report for March and April were circulated in advance of the meeting and its contents noted. Clerk confirmed that the issues highlighted in the report have been reported. Cllr Rigby requested that the Lengthsman keeps a close eye on the visibility splays at the Taunton Road and West Street junctions with the A358 to ensure that the grass is kept nice and short.

### **14/20 Avon & Somerset Police report**

The Police Report for April was circulated in advance of the meeting and its contents noted.

### **15/20 Community Library Partnership update including Quarter 4 Performance Report**

Vice Chair provided an update and summarised the Quarter 4 Performance Report. The library continues to be closed and it is not clear when it will be re-opened. It was noted that the Librarian was providing regular posts for inclusion on the Facebook page including book reviews and Lego challenges.

### **16/20 To note planning permissions granted**

06/17/0023 and 06/17/0024/LB - Conversion of the barn and stable courtyard buildings into 8 No. dwellings at Sandhill Park Mansion, Sandhill Park, Bishops Lydeard (retention of part works already undertaken) - Decision of Conditional Approval was made on 09/04/2020

06/20/0012/T Proposal: Notification to fell two Spruce trees within Bishops Lydeard Conservation Area at The Grange, 27 Church Street, Bishops Lydeard - Decision of No Objection - Trees was made on 09/04/2020

06/20/0006 + 7/LB: Replacement of tiled roof with natural panadero tiles at Farrington, 9 Gore Square, Bishops Lydeard – Decision of Conditional Approval

06/19/0021 – Replacement fencing along driveway and to south of American Gardens at Sandhill Park, South Drive, Bishops Lydeard (resubmission of 06/18/0015) - Decision of Conditional Approval was made on 27/04/2020.

06/19/0048 Erection of 20no dwellings with associated infrastructure at The Paddock, Bishops Lydeard - Decision of Conditional Approval was made on 24/04/2020.

### **17/20 To note planning applications refused/withdrawn**

None

### **19/20 Finance**

### **To consider draft 2019/20 Accounts Summary**

Clerk summarised the draft 2019/20 accounts summary, the contents of which was noted.

### **To receive and update regarding the 2019/20 External Audit arrangements**

Clerk confirmed that the Coronavirus Act includes the provision for an extension in the time period within which the External Audit should take place. The provision removed the need for Parish Councils to submit external audit paperwork by the end of June and delays it until the end of July.

### **To appoint Internal Auditor**

Clerk confirmed that Roger Sleaf has agreed to carry out the internal audit for the Parish Council. Roger Sleaf was appointed as the Internal Auditor.

### **To receive an update regarding bank accounts and authorise opening of Hampshire Trust Bank Account**

Clerk confirmed that since the last meeting an account had been opened with Nationwide and £85000.00 has been deposited.

The Parish Council now holds bank accounts with 3 different banks. Clerk advised that due to the level of CIL receipts a further bank account should be opened to distribute funds and ensure that the Financial Services Compensation Scheme level is not exceeded at any of the banks.

Clerk requested authorisation to open a further bank account with the Hampshire Trust Bank. It was agreed with all in favour that the Clerk proceed with opening an account with the same four signatories: Chair, Vice Chair, Cllr Allen and Cllr Pattemore.

### **To note income received**

Precept (50%)	£28598.00
CIL (06/18/0017 – Station Farm, Station Road, Bishops Lydeard – £16,958.90 - One further instalment to come. 06/17/0033 – Land at Taunton Road, Bishops Lydeard - £169,286.43 – Two further instalments to come.)	£186,245.43

### **To approve payments**

Payments to be made by Direct Debit:

Somerset Web Services (Email address) (Direct Debit)	£5.52
BT (Telephone and broadband)	£73.20
British Gas (Public Conveniences Electric Jan – Apr)	£96.49

### **Payments made by BACS (authorised by Chair):**

British Gas (Electric for Library 1st to 4th March 2020)	£3.21
Byron D Hobbs (Mapping and OS fees Quantock View Parking Proposal)	£195.00
Intelligent Workplace Solutions Limited (Public conveniences sundries)	£49.90
Viking Payments (Stationary)	£130.09
Clerks expenses (Zoom and Office 365 subscriptions April)	£20.38
Bishops Lydeard Village Hall (Venue hire)	£48.00
Bishops Lydeard Village Hall (MUGA and Car Park Lease)	£175.00
SWT (Election costs contribution)	£200.00

### **Payments to be made by BACS:**

Jack Council (Parish Lengthsman Work – March)	£517.58
Zurich (Insurance – 3-year deal renewing in June)	£841.91
British Gas (Electric for Library 5th March to 4th April 2020)	£75.95
Jack Council (Parish Lengthsman Work – April)	£445.15

Clerks expenses (Zoom and Office 365 subscriptions May, Travel)	£30.28
British Gas (Electric for Library – April)	£40.46

**Payments to be made by Cheque:**

Mr Back – Library rent	£800.00
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It was proposed, seconded and voted unanimously that these payments be approved.

**20/20 Urgent matters for report only**

Cllr Watson reported high levels of dog mess on pavements around the Hither Mead estate.

**21/20 Date of next meeting:**

The next meeting will be held on Wednesday 10<sup>th</sup> June 2020, 7pm.

There being no further business, the meeting closed at 8.35pm

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