

**Minutes of the Kilmersdon Parish Council**  
**held at Coles Garden Meeting Room**  
**at 7.30pm on Monday 2 June, 2014**



**PRESENT:** Councillors R Morse, J Hubble and Phripp.

**IN ATTENDANCE:** Clerk.

**Min No**

**1. APOLOGIES:**

837 Apologies received from Cllr A Jolliffe, D Hudson, County Cllr H Siggs and Ward Cllr E Drew.

**2. MINUTES:**

838 The Minutes of the Parish Council Meeting held on 12 May 2014 were approved and signed.

**3. PUBLIC SPEAKING TIME:**

839 There was no public representation.

**4. DECLARATIONS OF INTERESTS:**

840 There were no declarations.

**5. MATTERS ARISING:**

841 The said he had cleared nearly all of the outstanding tasks reported at the 12 May meeting. He had resumed 'chasing' and only the filing backlog remained.

**6. FINANCIAL MATTERS:**

842 The Clerk reported that the internal auditor had cleared the account and all documents were now with the external auditor, Grant Thornton LLP. There was one expected observation by the internal auditor relating to the failure of the first income tax submission to HMRC. A further explanation of that failure, together with details of the action taken to prevent future failure, was included in the covering letter to the Grant Thornton LLP.

843 An invoice from Cllr Hubble for publicity was approved at £10.80  
**Cheque No. 1069.** (LGA 1986, s5)

844 An invoice from SPFA for subscription was approved at £10.00.  
**Cheque No. 1070.** (LGA 1972, s143.)

845 An invoice from SALC for subscription was approved at £132.89  
**Cheque No. 1071.** (LGA1972, s143.)

846 An invoice from SJH Services for grass cutting (LGA 1972, s111) and clearance of roadside verges (Highways Act 1980, s130.) was approved at £351.00.  
**Cheque No. 1072.**

**FINANCIAL MATTERS (CONTD):**

Signed:

Dated:

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**6. FINANCIAL MATTERS (CONTD):**

847 An invoice from Paul Clark for audit services was approved at £180.00  
**Cheque No. 1073.** (AAR 2011 (6)).

848 An invoice from Kilmersdon Village Hall for hire of room was approved at £18.00  
**Cheque No. 1074** ( LGA 1972, s 133)

849 The Clerk said that he had confirmed by telephone that the tax records were now correct at HMRC, but he was awaiting their action to update his record. This was expected on 6<sup>th</sup> June.

**7. ELECTION OF OFFICERS:**

850 The election of a Village Day representative was deferred to the next meeting.

**8. HIGHWAY MATTERS:**

851 Two temporary road closures were noted: White Post Roundabout for three nights and the form Charlton to the junction with Lypeate Lane for six days. The Clerk had given notice of the closures via his Alert email facility.

852 A response from the Highways Agency was received, explaining the policy for improvement to traffic arrangements and footpath construction in the vicinity of Fossefield Way. It was possible that the local County member could allocate this area for consideration in the Small Improvements Scheme.

856 The Clerk undertook to initiate a request for a potential scheme submission.

854 In further consideration of the use of Speed Indicator Devices (SIDs) the Traffic Engineer at Taunton had proposed that parish councils share the devices to obtain maximum usage of the facility. As a next step, the Clerk undertook to enquire if there was a more convenient suitable device which could be fixed permanently.

855 The Clerk said he had notice of a further grant offered by the Flood and Water Manager at Somerset County Council in respect of any flood prevention measures needed in the parish. It was agreed that an application should be made in respect of the remaining section of stream between Ames Lane and Waterside Lane.

856 It was noted that SSE had visited the locations for the defective street lighting in Kilmersdon. The lighting was proven to have no incoming Western Power Distribution mains electricity supply. The Term Maintenance Contractor has replaced the fuse to reconnect the supply. SSE has identified the cause of the recent failures, which were due to overhead lines clashing where they are surrounded by trees and foliage in extreme wind events.

857 The Term Maintenance Contractor has raised Fault No. 1960391 with Western Power Distribution to rectify these problems to alleviate further overhead electricity line faults.

9. **PLANNING MATTERS:**

858 Cllr Hubble presented an outline questionnaire for use in preparation of a Village Design Statement. Members accepted the paper and Cllr Hubble undertook to prepare the questionnaire in the next Newsletter with a response date of 31<sup>st</sup> July. The Clerk undertook to liaise with Cllr Hubble and publish the same questionnaire on the parish council website.

*Planning permissions granted:*

859 **Ref:** 2014/0448/TCA

**Proposal:** Proposed felling of eucalyptus tree in a conservation area.

**Location:** Ragg House, Silver Street, Kilmersdon, Frome, Radstock.

**Applicant:** Mr E Hallam

860 **Ref:** 2014/0261/LBC

**Proposal:** Installation of packaged wood pellet boiler plant complete with wood pellet store and underground pipework to connect into the existing heating system for the house and adjacent flats.

**Location:** Ammerdown House, Ammerdown Park, BA3 5SH

**Application Type:** Listed building consent

861 **Ref:** 2014/0262/LBC

**Proposal:** Installation of packaged wood pellet boiler plant complete with wood pellet store and underground pipework to connect into the existing heating system for the house and adjacent flats.

**Location:** Ammerdown House, Ammerdown Park, BA3 5SH

862 **Application Type:** Householder Application

**Ref:** 2014/0349/TCA

**Proposal:** Proposed re-pollarding of Lime trees and pruning of one Yew tree.

**Location:** Church of St Peter and St Paul, Church Street Kilmersdon,

**Application Type:** Works/Felling trees in a conservation area.

10. **PLAY EQUIPMENT:**

863 The Clerk had received a response from Linden's stating that it was considered that the fence between the original playing field area and the extended area was not a temporary fence. It could be removed as a goodwill gesture, but would require the consent of the owner. The letter also stated that the ground levels were not changed by the contractor and were established along with the fence line. Arrangements would be made to install the telephone cable underground.

864 Further action and consideration was deferred to the next meeting.

11. **PCSO:**

865 The Policing Plan for 2014 – 17 was accepted and noted.

12. **REVIEW OF PROCEDURES:**

866 The Clerk said he had completed the set up of the Dropbox online backup facilities, which were now set to synchronise with his local records automatically. Members confirmed they were able to access and share the backup data.

869 It was agreed that the Risk Assessment be amended for adoption at the next meeting.

**13. VILLAGE HALL:**

870 It was agreed that the parking bays at he car park should be undertaken. Clerk to obtain quotation for the lining of two disabled drivers' bays and 16 driver spaces.

(Post meeting note:

A quotation for £375 + Vat was received together with a request from the Village Hall Committee to have the lines in pace before the Hallmark Inspection on 23<sup>rd</sup> July. The Clerk and Chairman agreed to process the order to meet the date. Members' unanimous consent was obtained by email. )

**14. CORRESPONDENCE:**

871 None received.

**15. MATTERS OF REPORT & ITEMS FOR NEXT MEETING:**

872 None

**16. DATE OF NEXT MEETING:**

873 **The next Parish Council meeting will be held on 14<sup>th</sup> July at 7.30 p.m. in the Coles Garden Meeting Rooms.**

874 There being no other business, the meeting closed at 9.50pm