

HOLFORD PARISH COUNCIL

Minutes of the Annual Meeting of HOLFORD PARISH COUNCIL held immediately following the Annual Parish Meeting on MONDAY 8th MAY 2017 in the Holford & District Village Hall.

Title	Name	Abbr	Present	Absent
Clerk	Hema Stanley	HS	x	
Cllr	Chris Hayes	CH	x	
Cllr	Debbie Salvidge	DS	x	
Cllr	Emma Prince	EP	x	
Cllr	Gareth Weed	GW		x
Cllr	Peter Grandfield	PG	x	
Cllr	Sam Coleman	SC	x	
Cllr	Terry Ayre	TA	x	
County Cllr	Hugh Davies	HD		x
District Cllr	Chris Morgan	CM	x	
District Cllr	Sue Goss	SG	x	
Ex-Clerk	Philip Brimson		x	
Public	+1		x	

1. Minute 030/17 Election of Chairperson (Sign Declaration of Acceptance of Office form)
Debbie Salvidge – Proposed by: TA; Seconded by: EP
2. Minute 031/17 Election of vice-Chairperson
Chris Hayes – Proposed by: TA; Seconded by: SC
3. Minute 032/17 Appointment of Planning Committee
All Cllrs. be members of the planning committee.
DS to co-ordinate the council's response to applications for planning consent.
Proposed by: TA; Seconded by: CH
4. Minute 033/17 Appointment of one or two representatives to sit on the Village Hall Committee
No change. DS & GW representatives
5. Minute 034/17 Appointment of Councillors with specific oversights
Cllr PG notifies immediate resignation
 - Highways & Rights of Way
CH will liaise with PG
Proposed by: TA; Seconded by: EP
 - Maintenance (Lengthsman, Grass cutting, Dog Pound, Bus Shelter, Magna Housing Estate) –
PG to help organise
 - Hinckley Point - Terry Ayre
 - AONB - Peter Grandfield
 - Internet
Chris Hayes & Hema Stanley
Proposed by: SC; Seconded by: EP
6. Minute 035/17 Appointment of Steward of the Bowling Green - Jerry Anderson
Proposed by: TA; Seconded by: CH

7. Minute 036/17 Appointment of Internal Auditor - Tim Tennent
Proposed by: CH; Seconded by: TA
8. Minute 037/17 Declarations of Interest and Requests for Dispensations
CH – Silk Mills plans were available in the Plough for viewing & no other comments had been made by CH.
9. Minute 038/17 Matters of interest from SCC
HD in Purda
10. Minute 039/17 Matters of interest from WSC
CM will look into WSC providing Cllrs with Planning training
CM to Organise the 2 councils WSC & Taunton Dean to come speak at next HPC meeting
CM Advised HPC to organise a visit to Hinkley point
CM praised PG for his works with the bus service
SG General election has delayed a decision on the proposed merger of WSC & Taunton Dean Councils
11. Public comments on agenda items only
12. Minute 040/17 Minutes of previous meeting 13th March 2017.
Approved and agreed as a true and accurate record.
Proposed by: TA; Seconded by: SC
13. Minute 041/17 Matters arising from this meeting and not included on the agenda
 - Minute 024/17.5 - Removal of tree branch behind seats on bowling green was reported but no action taken by HPC.
CH will look into issue as lengthsman has not yet been on the relevant training course.
 - Gorse on A39. HPC to write to Police
 - Walkabout meeting planned Monday 22nd May 2017 @ 7pm
 - New signage made but not in place
 - Parking around the Village Church
14. Minute 042/17 Chairperson to Report
Thanks to PG & PB for their excellent work & sorry to see them leave
15. Minute 043/17 Planning applications
 - CA/16/17/001 | Notification to fell two Beech trees (one of them multi-stemmed), one Hawthorn and one Cherry, and to carry out management works to one Hawthorn and one Magnolia within Holford Conservation Area
Heathcote, Combe Lane, Holford, Bridgwater, TA5 1RZ; Thu 13 Apr 2017

*Comments were submitted at 7:34 PM on 02 May 2017 from Mrs Debbie Salvidge.
Holford parish council made a site visit to this application cllrs Mrs D salvidge, Mr c Hayes, Mr t Ayres. We found no objections to this application as the trees need work to be done.*
 - 3/16/17/002 | Removal of garage and erection of two-storey side extension
4 Green Close, Holford, Bridgwater, TA5 1SB; Thu 06 Apr 2017
27 Apr 2017 – HPC Site visit carried out & planning application updated

Comments were submitted at 9:25 PM on 26 Apr 2017 from Mrs Holford parish council Salvidge.

Cllrs Mrs D Salvidge, Mrs S Coleman, Mr C Hayes made a site visit to this application and found no objections. We found it will enhance the property and parking spaces for cars will still exist and all will be within keeping of the surrounding area.

- 3/16/17/001 | Change of use from garage/store to holiday let with erection of single storey extension and conservatory, formation of access and associated car parking Broadwood, Williton to Bridgwater Road, Holford, Bridgwater, TA5 1DU; Tue 18 Apr 2017

Comments were submitted 04 May 2017

To whom it may concern, a meeting of the Holford Parish council planning committee was held on Monday 1st May at 10.am to discuss the proposal referred to above.

Councillors Salvidge, Hayes, Grandfield and Ayre were present.

Within only a few minutes of the meeting starting our Chairperson Councillor Salvidge declared an interest as the boundary concerned in the plans affected her own property. At 10.05am Councillor Salvidge stepped away from the meeting.

The remaining 3 councillors spent some time looking through the proposal and plans as well as the property concerned.

After thanking Mrs Bateman for showing us around we adjourned to a private area to discuss.

The Proposal raised no real concerns and we all commented on how nice a spot it was.

However the only things that did deem necessary to mention were:- a, The boundary hedge and the proximity of the new extension b, the ownership of the hedge on the 'to be upgraded' entrance to the property. Both matters we were confident will be raised by Planning, Highways and or building regs. The meeting ended at 10.25am

Regards Chris Hayes

16. Minute 044/17 Finance:

a] To authorise the following payments:

- PB Clerk
Salary: March/April £262.50 Proposed by: TA; Seconded by: CH
Expenses: March/April £43.40 Proposed by: CH; Seconded by: TA
- Fracking meeting expenses £157.20 (Kilve PC to pay half)
Proposed by: CH; Seconded by: SC
HPC to forward a claim for ½ expenses to Kilve Parish Council amount £78.60

b] Concerning the 2016-17 accounts: Proposed by: PG; Seconded by TA

1. Summary Receipts and Payments Account 2016/17
2. Approve Section 1 - Annual Governance Statement of the Annual Return 2016/17
3. Approve Section 2 - Statement of Accounts of the Annual Return 2016/17

Clerk to contact SALC - how to report on the Dog Pound/assets

4. Internal audit – Completed & signed off 26 April 2017

17. Minute 045/17 Highway and Rights of Way Matters

Back lane sign changed

Wood pile in National Trust site needs to be moved

Overhanging dead tree branch@ Silk Mills – CH to contact Silk Mills

TA to address issue of muck on main road

Gorse cutting on hilltop bend – DS to report to police

18. Minute 046/17 Maintenance Matters

- Dog Pound – Update on refurbishment.

[Void under structure to be addressed by Wessex Water](#)

- Request for an up-to-date building valuation for insurance purposes PG. (HPC Insurance due for renewal June 2017)

[CH to request up-to-date valuation figures from historic buildings persons.](#)

- Machinery for lengthsman

[PG advised not acquired, Glydons haven't responded to paperwork & therefore looking at Mole Valley](#)

[Lengthsman public liability cover to be included in the HPC Insurance policy as will be using HPC machinery](#)

[Jenny Swash's shed to be included in HPC insurance policy as HPC machinery will be stored there](#)

19. Minute 047/17 Reports:

- Area of Outstanding Natural Beauty AONB

[PG - Mountain bikers still a problem, not using cycling bridleways/paths but creating own routes](#)

- Site Stakeholders Group SSG

[Nothing to report](#)

- Clerk matters (Email account, Banking, Computing equipment, Notice boards)

Email account – [New email address for HPC approved](#)

Banking – [HS to investigate if any business account charges for moving banking to Llyods](#)

Computing equipment – [HS to provide quotes](#)

Notice boards

[PG going to donate a notice board](#)

[TA to obtain quotes for a new magnetic notice board with lock for Green Close](#)

20. Minute 048/17 Items to Report – [Below not HPC relevant](#)

- Somersets Brilliant Coast (Nominee?)
- 'The Great Get Together' – letter from The Lord Lieutenant

21. Minute 049/17 Correspondence received – and not dealt with elsewhere

- Defibrillator – how to use it & post code/house codes

[How to use video available on youtube. Mo Young advised to share youtube information](#)

- Invitation for free NHS Health checks for your Parish

[DS forwarded information to Holford Village Hall](#)

22. Open discussion – at the discretion of the Chairperson

[No further matters raised.](#)

[Meeting closed at 10.30pm. Next meeting 10 July 2017.](#)