

**PARISH COUNCIL MEETING MINUTES**

Meeting Date, Time and Location:

09 September 2019, 19:00 @ Holford & District Village Hall, Holford, TA5 1SD.

Holford Parish Council	Initials (XX)
Emma Cavendish Chairman	EC
David Talling Vice Chairman	DT
Hema Stanley Clerk/RFO	HS
Angela Drummond	AD
Erl Plomgren	EP
Maureen Young	MY
Mike Copleston	MC
Stephen Campbell	SC

Somerset West & Taunton Councillor	Initials (XX)
Chris Morgan	CM
<b>Somerset County Council Councillor</b>	
Hugh Davies	HD
<b>Police Community Support Officers</b>	
Sue Thompson; Sue Marks	ST; SM
Jamie Munro	JM
<b>Public Path Liaison Officer</b>	
Sue Edwards	SE

**Key:**

Proposed: P:XX

Seconded: S:XX

(XX initials of members)

- Minute 069/19: Apologies for absence.
  - Angela Drummond.
- Minute 070/19: Declarations of Interest and Requests for Dispensations.
  - None
- Minute 071/19: Previous meeting minutes – Approve and matters arising.
  - P:EC; S:MY

Minute	Description	Resolution date/Action
Minute 028/19	Road signs	EC – Awaiting to hear from the council. It is entirely what is on the official 'gazeteer' according to the Highways person.
Minute 045/19	HS Dog Pound - Title documents & access	MC to look into Somerset Archives. 201908 HPC in receipt of title deed copy.
	EP Dog Pound - Water seepage	AP Quote approved. 20190717 Works completed & invoice settled. 20190909 – Action closed.
Minute 050/19	MY Relocate Salt bags	MY will organise relocation to HDVH; Awaiting car park works to be completed at HDVH; EC to advertise in HNV new storage location. 20190909 – HS to get bags moved next to shed and close action.
Minute 053/19	CIL funding	20190909 – EC Public consultation requirement. To be advertised in HNV.
Minute 053/19	Alfoxton Park Hotel	EC to write to council regarding Alfoxton Park Hotel 20190906 SWT confirmed site visit scheduled by Heritage at Risk Specialist on 16 September 2019.
Minute 058/19	Holford Parish Council Mission Statement	20190708 – EC Mission Statement 20190909 – EC & Councillors to review/agree.
Minute 058/19 Minute 066/19	Play area	EC Consultation via HNV.
Minute 064/19	Traffic speed	MY Consultation via HNV.
Minute 066/19	Gorse – Kilve Corner	EP Seek land owner permission. 20190721 Received letter from land owner. 20190802 Highways trimmed hedge.

Minute 067/19	HPA Consultation Application SCC/3628/2019	SC to complete/respond. 20190708 Completed and shared with the council. 20190710 HPC responded.
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4. Minute 072/19: Chairman report – EC.
  - 20190909 See Chairman report.
  - DT to contact Planning Officer regarding playground maintenance.
5. Minute 073/19: Somerset County Council report – HD.
  - 20190909 See SCC report.
6. Minute 074/19: Somerset West and Taunton Council report – CM.
  - None received.
  - HD Brew House in Taunton moving.
7. Minute 075/19: Police Community Support Officer report – ST.
  - None received.
8. Minute 076/19: Planning applications.
  - 8.1. 3/16/19/004 Land at Crowcombe Park Gate and nearby heathland
9. Minute 077/19: Parish maintenance.
  - 9.1 Village Green – Wood-Land South West - Scrub clearance, cut out with chainsaws the "scrubby" woodland area between the road and the barbeque / seat area, leaving the prominent trees. £200 (autumn / winter project due to potential bird nesting). All Cllrs agreed not a necessity.
10. Minute 078/19: Councillors – All.
  - MY – A39 Traffic calming funding
    - Asked if Councillors if all agreed with high speed traffic issue on the A39 & within the village.
    - SC – Proposed traffic calming measures such as chicanes
    - DT – Asked HD to investigate if signs which display the traffic speed are still available.
    - MC – Advised personal use of dash cams had proved successful in policing/penalising.
    - Recommendation MC, SC, DT & MY to research into how the issue can be solved.
    - P:MY; S: All Cllrs
  - MC – Dog Pound; Quantock Landscape Partnership Scheme – support bid/letter.
    - i. MC gave a summary of his work/research into the Dog Pound and acquiring a copy of the Title Deed.
      - Additional forms still need to be completed in order to register the structure and obtain a prescriptive easement from Land Registry.
      - All Cllrs congratulated MC on his efforts.
    - ii. MC to write a letter of support on behalf of the Parish Council for the Quantock Landscape Partnership Scheme.
      - <https://www.quantockhills.com/reimagining-the-manor-scheme>.
      - P: MC S:EC
  - EC – Site Stakeholder Groups – Reactor Dismantling.
    - i. Advised Holford Parish Council to keep this on the radar.
  - DT – Emails.
    - i. Email threads difficult to follow. HS showed how to resolve this issue on the mail account.
    - ii. Webmail not secure? HS displayed/confirmed mail account was secure.
    - iii. Not able to print emails. HS showed print facility on the mail account.

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- iv. Amend Standing orders to reflect Holford Parish Council will only get involved in planning matters after a planning application has been formally logged. P:EC; S:All Cllrs.

11. Minute 079/19: Finance matters - HS.

- Approve outstanding invoices:  
Wood-land South West £1326; P:EC; S:DT  
Clerk Pay £553.11; P:EC; S:MY  
Netwise £120; P:EC; S:MY  
Additional works to Dog Pound £200; P:DT; S:EC  
Historical Minutes scanning £50+VAT; P:DT; S:MY

12. Minute 080/19: Requests via email correspondence – HS.

- Portway Play Area.  
20190909 DT to discuss maintenance requirements with planning officer at the Quantock Vale Area Panel meeting on 17 September 2019.
- A39 Gorse. Owner/Neighbours & Council consulted. Hedge trimmed by council, owner confirmed he would liaise with the neighbours if any problems.  
20190909 This issue will no longer be addressed by the Parish Council.
- Combe Cottages & Quarry House / Vehicles turning – Road signage.  
20190906 HS Contacted SWT for additional signs & moving current sign.  
Reference number is SWT142044111.  
20190909 All Cllrs agreed the area referred to doesn't come under Parish Council remit. Land owners to decide on appropriate signage/barriers themselves.

13. Minute 081/19: Any other business for next agenda.

- SC – Requested presence from SWT at next meeting.

Meeting closed: 21:00