



Meeting of the above named Parish Council held on  
**Friday 10<sup>th</sup> May 2019 at 1830 hrs in the Parish Hall**

Present: - Cllrs. Bartlett, Emsley, Fielding, Marten, Purcell, Rood together with the Clerk  
Also in attendance: - 4 members of the public

**PLEASE NOTE OUR NEW PARISH WEBSITE: [lydfordonfosse.co.uk](http://lydfordonfosse.co.uk)**

### May Minutes

- 25/19 Election of Chairman and signing of Declaration of Acceptance of the office of chairman  
Cllr Bartlett was duly elected with a majority of 6/7. The chairman's declaration was then signed.
- 26/19 Declarations of Acceptance of Office - Abscent councillors  
Cllr. Tim Evans will sign his acceptance of office form on his return from holiday, as agreed in point 16/9 of April's Minutes.
- 27/19 Election of vice chairman  
Cllr. Tim Evans was duly elected.
- 28/19 Appointment of councillor responsibilities  
Appointed as follows:
- |                       |               |
|-----------------------|---------------|
| Highways              | Cllr Evans    |
| Planning              | Cllr Emsley   |
| Footpaths             | Cllr Fielding |
| Finance               | Cllr Rood     |
| Local Plan            | Cllr Purcell  |
| Pavements/Signage     | Cllr Marten   |
| Environment/Community | Cllr Bartlett |
- 29/19 Code of Conduct Review  
The NALC 2018 Code of Conduct was adopted by the council and signed by the chairman
- 30/19 Agreement of ordinary meeting dates  
It was agreed to change the date of our meetings to the 2<sup>nd</sup> Thursday of the month. The motion was passed by a majority of 5/7. Motion also passed to not hold a meeting in August due to poor attendance.
- 31/19 Review of bank mandate  
This was agreed by the council and signed by the chairman
- 32/19 Review of key policies - including standing orders and financial regulations

These were adopted by the council and signed by the chairman

- 33/19 [Open Public Participation Session](#)  
The owner of Glencot (See item 45/19) clarified the nature of the development at the site.
- 34/19 Policing/Neighbourhood Watch  
Lynne Mitchell gave her report to the council and welcomed David Marten to the NHW team. There is now an updated property list with assigned NHW contacts. No report from Avon & Somerset police this month.
- 35/19 Community Speedwatch  
Ken Emsley supplied a paper copy of the Speedwatch summary

Signed: \_\_\_\_\_

- 36/19 Ultrafast Broadband  
Ann Emsley updated the council on progress of installation.
- 37/19 [Closed Council session](#)  
To receive apologies for absence from Cllr. Evans
- 38/19 Declaration of Member's Interests  
Forms to be filled in and returned to Mendip
- 39/19 Minutes of previous meeting  
The minutes of the meeting held on Thursday 18<sup>th</sup> April 2019 were signed as a correct record.
- 40/19 Matters arising from previous minutes  
None
- 41/19 Planning matters
- /1 New Planning applications: (0)
- /2 Applications Awaiting Decision: (2)  
[2018/2903/FUL](#)  
Construction of B1/B2 business units, with associated B8 container storage. Includes provision of new road access point and parking area.  
Cross Keys Motor Service Fosse Way Lydford On Fosse Somerton TA11 7EZ
- [2018/3110/FUL](#)  
Construction of x9 B1 commercial units  
Land at Lydford Business Park, Castle Cary Road, Lydford On Fosse
- /3 New Planning Decisions: (0)
- /4 Planning Enforcements: (2)  
[Oxted House/Western Filling Station](#)  
Fosse Way, Lydford on Fosse, Glastonbury, Somerton, Somerset, TA11 7BX
- [Static Caravan, West Lydford - EN/2018/0249](#)
- 42/19 Finance:

**/1 Payments Due**

The following cheques were approved for payment. These, together with the cheque stubs and invoices, were signed at the end of the meeting.

Name of Payee	Description of Cheque	Amount
Additional payments made since the last notification of the Agenda:		£0.00
<b>The following payments are due:</b>		
J. Nicol	Clerk's Salary for May '19	£213.32
J. Nicol	Annual Parish Meeting Expenses	£31.96
J. Nicol	Stationary	£13.45
Came & Company	Insurance	£312.00
SALC	Affiliation Fees	£140.94
SALC	Clerk Training Part III	£30.00

**/2 To agree accounts for May 2018 (Appendix A)**

**The accounts were agreed as being correct.**

**/3 The bank reconciliation for May**

**The chairman checked and then signed the bank reconciliation as being correct.**

Signed: \_\_\_\_\_

**/4 New banking system update**

**Unity Trust Bank forms should be completed by the next meeting. Monthly fee of £6 agreed by the council.**

**43/19 To receive reports on the following Posts of Responsibilities:**

**/1 Website:**

**Work in progress, but being adopted by members of the wider community. Cllr. Bartlett agreed to oversee/assist with this.**

**44/19 Update on amending the signs on High Street from A37**

**Reply received from Rebecca Davis on 15/5/19 seeking more clarification. Cllr. Marten has kindly agreed to progress this.**

**45/19 Glencot building works update**

**Cllr Emsley has investigated and reports back that this is permitted development. This item will now be removed from any further agendas.**

**46/19 Grit/Salt Update**

**Cllr Emsley to sort**

**47/19 Flooding Fair Place onto A37**

**After replies from Highways regarding the neighbouring land ownership, Cllr Bartlett is going to talk to John Gane and the owner of Fosse Farm to assess the drainage ditches.**

**48/19 Update on A37 Spar footpath**

**No further update. Cllr. Marten to chase.**

**49/19 Honeypot Lane - possible enforcement breach**

**Awaiting report from enforcement agency.**

**50/19 External Audit**

**Work to be done on updating the asset register. Clerk to email Sue Jameson regarding stage lights and the village hall lease.**

**51/19 Cross Keys Notice Board & Fair Place Notice Board**

Cllr. Rood has kindly agreed to mend the Fair Place notice board. Cllrs to make a decision on funding for maintenance of the other boards in the parish.

- 52/19      **New Councillor Training**  
Cllr Emsley and Marten to attend the new Councillor Training 5<sup>th</sup> June, and Cllr. Emsley also to attend Planning Training on 3<sup>rd</sup> July. Clerk has booked these sessions and the council have agreed spend.
- 53/19      **Motion to change the day of the Parish Council meetings**  
See item 30/19
- 54/19      **Spar 24hr licence**  
Cllr Emsley to investigate and clerk to canvass local opinion on the website.
- 55/19      **Report from the Clerk and the Correspondence file**  
Clerk has negotiated a reduced price from a competitor to match the quote from Queensbury Shelters who have gone into administration. Insurers have agreed to honour the claim. Date of installation TBC.
- 56/19      **Agenda items for next meeting**  
Speed limit changes A37  
Clerk's salary/hours  
Stanton's Hide development  
Apologies from Cllr. Purcell  
Handrail at Millstream  
Finger Post at The Fair Place/Dial's gate Lane
- 57/19      To confirm the date of the next meeting - Thursday 13<sup>th</sup> June 2019 at 6.30pm

Meeting finishes: 2026

Minutes prepared by Julie Nicol, Parish Clerk

Signed: \_\_\_\_\_