

## North Cadbury & Yarlington Parish Council

Clerk: Mrs Rebecca Carter, Portman House, North Barrow, Yeovil, Somerset  
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“Draft” Minutes of the Parish Council (PC) Meeting held in The Reading Room, North Cadbury on Tuesday 23<sup>rd</sup> May 2017 following the North Cadbury Annual Parish and Annual Parish Council Meetings which commenced at 7.00pm

**ACTION**

**Councillors Present:** Cllr M Hunt (Chairman), Cllr A Bartlett, Cllr B Board, Cllr A Brain, Cllr L Cheesman, Cllr M Martin and Cllr P Wood.

**In Attendance:** C.Cllr M Lewis, the Clerk and six members of the public.

- 17/98. Electors Question Time/Comments:** Mrs Northover suggested that the PC could use Galhampton’s Church vestry for meetings while the Village Hall was being re-built. **The Clerk agreed to look at the dates for 2017/18.** Clerk
- 17/99. Apologies for absence:** Cllr R Adams, Cllr S Cox and Cllr D Handley.
- 17/100. Declarations of Interest:** None.
- 17/101. Police Community Support Officer (PCSO) Report:** None received. Cllr Cheesman advised that Galhampton’s Neighbourhood Watch was now active.
- 17/102. Reports from County and District Councillors:**
- C.Cllr Lewis reported that the Small Highway Improvement Scheme had now been installed in an attempt to reduce the number of Heavy Goods Vehicles accessing Woolston / Lower Woolston by a single track road from the A303.
  - The Chairman advised that he had spoken briefly to D.Cllr Hobhouse, following the Annual Parish Meeting, on the ongoing matter of dog mess in the parish, which was now becoming a health and safety issue and would be discussed further at item 17/104.c.
- 17/103. Minutes of the PC meeting held on 20<sup>th</sup> April 2017 were received, agreed and signed as a true record.**
- 17/104. Matters Arising from the Minutes:**
- Highways. Cllr Brain previously circulated his detailed Highways Report, which can be found at attachment 1.
    - Galhampton Flooding. Cllr Cheesman reported that the man hole cover in March Lane, Galhampton needed to be raised and covered off as there was still a hole. They would be looking to put a bypass system in place if approved by Mr P Longman, riparian owner.
  - Revision of the 2006 Parish Plan (PP). Cllr Martin reported that 450 questionnaires had been delivered to all households in the parish of which to date 46% had been returned. Cllr Cox had already entered half of the data received onto a spreadsheet. Cllr Martin believed that the data should be entered, analysed and a draft produced for approval by the PC by the end of June 2017. Cllr Martin wished to record his thanks to Cllr Cox and her husband for the enormous amount of work they had put in to this project. The Chairman also wished to record his thanks to all those on the parish Plan Working Group.
  - Provision of an Additional Dog Bin in North Cadbury. The Chairman reported that D.Cllr Hobhouse would discuss with Streetscene, who had recently taken on more staff, the matter of providing the resources to empty an additional bin if the PC were to purchase it. The Chairman also asked D.Cllr Hobhouse if the Health and Safety aspect of dog mess could be discussed in Council. A Cllr had recently been asked by a resident if the PC would consider a dog waste bin in Woolston,

as part of the 'Corkscrew Walk'. **Cllr Board agreed to follow this up with D.Cllr Hobhouse.**

d. Provision of self-closing locking mechanism at Brookhampton Farm, Sandbrook Lane, North Cadbury. Deferred to next meeting. Cllrs noticed recently when passing by that the gate had been left open.

e. Refurbishment of Parish Fingerposts. Cllr Board reported that The Exmoor edition of the Fingerpost Handbook was completed last week. The handbook and associated Health & Safety information can be accessed on the National Park Website and the County wide edition of the handbook would follow shortly. The Fingerpost project group recently ran their first Health & Safety training day for Exmoor parishes. There would be a second Exmoor training day and then, with the experience of these events taken on board, a series of training days would be rolled out across the county later this summer. After a brief discussion it was considered that the PC would not support large expenditure on refurbishment, however, in essence it would like to see the fingerposts maintained and would support an affordable project and if the PC wished to carry out the refurbishment itself, three volunteers would be required to complete the course or an entrepreneurial individual who would be willing to set up his/her own business. Cllr Board advised that he was still waiting for information from Mr T Cook, SSDC, regarding funding and a possible model. **It was agreed that this matter would be discussed further at the next meeting.**

BB

Clerk

#### 17/105. Planning:

a. Progress report on **PA 16/03476/FUL**, Mr T Junge. The change of use of land and the retention of one mobile home, one touring caravan, one shipping container, treatment plant, hardstanding, gates and fencing on land OS 8735 Sandbrook Lane, North Cadbury. The Chairman gave a brief update on his discussion with the planning officer regarding the PC's concerns that the process was taking so long to resolve as it was now approximately twelve months since the original onsite meeting to consider the PA, which the PC refused. **After an in depth and lengthy discussion the PC agreed unanimously to take Counsel's advice for a proper analysis of law at a cost to the PC of no more than £500 plus VAT.**

Chair

b. South Somerset District Council (SSDC) Decisions:

i. **PA 17/00514/FUL**, Mr P Price. Erection of garden store/workshop to the rear of the existing garage at Chanters, High Street, North Cadbury – **GRANTED.**

#### 17/106. Finance and Accounts:

a. The Annual Governance Statement 2016/17 was completed and signed.  
 b. The Accounting Statements 2016/17 were formally approved and signed.  
 c. Mrs J Wade carried out the Internal Audit and the Annual Return Form was completed.  
 d. The Finance report for the Financial Year to 23<sup>rd</sup> May 2017 was received.  
 e. Payments Approved:

Zurich Insurance Renewal (2 <sup>nd</sup> Year of 3 Year Long Term Agreement	£318.29
Clerks Expenses 20 Apr to 23 May 17	£29.60

17/107. **Youth Matters – Future Provision of Youth Activities in the Parish:** Deferred to next meeting.

Clerk

17/108. **Future Maintenance of North Cadbury Phone Kiosk/Book Swap – Volunteers Required:** Deferred to next meeting.

Clerk

17/109. **To consider how Information on Planning is sent out to the Community:** Deferred to next meeting.

Clerk

#### 17/110. Correspondence circulated:

a. Letter from Mrs A Maw, Lord-Lieutenant of Somerset – Somerset Remembers 2018 Centenary of the end of the First World War, proposed county event in Wells on Tuesday 6<sup>th</sup> November 2018.  
 b. 'Love Where You Live' – Event held by MacDonalds, Sparkford on 17<sup>th</sup> May 2017.

#### 17/111. Items of Report and Future Business:

a. 'Next Door' – on the agenda for discussion at the next meeting.

Clerk

b. Proposal to re-consider including a summary of Parish Council proceedings to be published in Excalibur in addition to the website and notice boards – on the agenda for discussion at the next meeting.

**17/112. Date and time of next meetings: Thursday 23<sup>rd</sup> June 2017 in the Reading Room, North Cadbury commencing at 7.00pm.**

There being no further business the meeting closed at 9.20pm.

SIGNED..... DATED.....

DRAFT

**North Cadbury & Yarlington Highways Report - May 17**

<b><u>Collapsed Bridge at the Junction of Corkscrew and Sandbrook Lanes</u></b>	Hewletts Mill (6230604): Work complete. Item Closed.
<b><u>Re-positioning of North Cadbury 30mph speed restriction signs.</u></b>	This has been recently raised with the Area Traffic Engineer and will be discussed with him on his return.
<b><u>Sandbrook Lane Bridge</u></b>	There has been no further comment from District Council on this. They are aware of the current damage. The required works remain on a program list with no current program date. The work is subject to priority, budget and resource.
<b><u>Parking Adjacent to North Cadbury Primary School</u></b>	Currently no white lines are painted by the primary school to advise people not to park on the junction to Lower Back Way by North Cadbury Primary School. The existing white lines, on Cary road, are badly worn and require repainting. A request for this has been put in for this to be done and at the same time request that a Traffic Order is raised so that the start of Lower Back Way has double yellow lanes painted to enable parking enforcement action to be taken. The status of this is awaited as the officer responsible to action this is away and not due to return for another four weeks.
<b><u>Drains in Lower Back Way/ Sandbrook Lane</u></b>	Some work has already been undertaken to clear the soil and debris away from the top of each grating although it was clear that further work is required to remove material from inside the drain. The current status is that Lower Back Way requires a CCTV inspection as the jetter was unable to pass for significant lengths which may be due to either a collapse/blockage or buried chambers. A CCTV order being raised works expected within the next 3 months. There is also a pending site visit for Sandbrook Lane, adjacent to stream to identify works required.
<b><u>Lower Back Way Opposite Sycamore Cottage</u></b>	A low spot in the lane has been noted that causes water to form a large puddle after heavy rain. This is a nuisance for the owners of Sycamore cottage as passing traffic cause large volumes of standing water to strike the front door of the cottage as well as spray down their driveway as far as their garage. The current status is that a CCTV order is being raised with works expected within the next 3 months.

<p><b><u>Lower Back Way Field Runoff opposite Sycamore Cottage and Hollytree House</u></b></p>	<p>The way that a field to the east side of Lower Back Way lane was being farmed is felt to contribute to the amount of rain water flowing along the lane and causing issues. Essentially the cultivation of the field has led to a 'smooth' surface incline to the highway allowing water to run off instead of draining. It was suggested that Farming and Wildlife Advisory Group (FWAG) Southwest be consulted. They will provide the landowner with advice on how to cultivate the land in such a way to minimise rainwater run-off. Both the DC and I have contacted FWAG Southwest. As a charity, they charge for their advice. I am in the process of ascertaining the magnitude of these, and how they will be funded, before committing to obtaining their advice.</p>
<p><b><u>Sandwork Lane Highway Erosion</u></b></p>	<p>From previous flooding issues there is damage to the surface of the lane by the bridge causing subsidence to the south (left hand) side. There are a number of points created to allow to drain into the ditch and brook, on both sides of the bridge, which allow excess water to drain from the lane which need to be cleaned out. A separate Work Order will be required for this, together with an associated road closure to facilitate the works. The current status is that this is pending a site visit for Sandbrook Lane adjacent to the stream to identify works required.</p>
<p><b><u>Sandbrook Lane Right of Way Erosion</u></b></p>	<p>On the stretch of lane leading past "the Cabbage Patch", on the east side it was noted that water was leaving the lane through the hedge and had created a large sump. This water was then flooding the narrow stretch of field between the lane and the brook making the footpath passing through it (part of the Leland Trail) unpassable. After discussion it was decided that this was a matter for both Rights of Way and Highways to resolve with Rights of Way laying a pipe from the hedge to the brook to allow Highways to install a culvert to allow water to flow into this pipe. The current status is that Rights of Way have agreed to a meeting to discuss so this is pending meeting outcome.</p>
<p><b><u>Drains in Hearn and March Lanes</u></b></p>	<p>The drains along Hearn and March Lane, especially in the region of Galhampton Manor were inspected. Some were clear and others will require jetting. The current status is that a Works Order for jetting has been raised, possibly requiring a road closure so to be carried out within the next 3-months (with no closure) or 6-months (with a closure).</p>
<p><b><u>Highway Erosion in Hearn and March Lanes</u></b></p>	<p>Other areas of damage to the road surface in the area will need to be addressed as well and these will be actioned under an additional Work Order. The current status is that some major areas have been raised for inspection as they possibly require safety intervention with the remainder to be assessed further.</p>