

BRENT KNOLL PARISH COUNCILwww.info@brentknoll.co.uk**Clerk to the Parish Council****Owen J Cullwick****7, Roscarrack Gardens****Falmouth****Cornwall****TR11 4FH**clerk@brentknollpc.co.uk**APCM**

Minutes of the of Brent Knoll Parish Council meeting that was held at the Parish Hall on **2nd May 2018** commencing at 7.00pm when the following business was transacted'

Present: Councillors Cllr R Filmer, Cllr C Townsend Cllr R Hall, Cllr I Ward, Cllr A Hurkett, Cllr P Osborn, Cllr D Knott, Cllr Trivett-Bill. Cllr J Harper and Clerk Owen Cullwick there was 3 members of the public present at this meeting.

"Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal opportunities (race gender, sexual orientation, marital status and any disability) Crime disorder and Human Rights.

The Parish Council has agreed to film all public meetings in accordance with the legislation Draft Regulations laid before Parliament under section 43(3) and (4)(i) of the Local Audit and Accountability Act 2014.

Affordable Housing Update from Sedgemoor affordable team presented by the Chairman and Clerk

The Station Road affordable housing process continues to progress to a proposed final application to the planning authority on or after 22nd May 2018. It is subject to some final survey and consultative reports on various outstanding matters.

Additional Community Housing fund bid.

The Parish Council agreed unanimously to support the approval of a further £15,144 for stage two feasibility reports.

The Parish Council also agreed to support the timetable progression which will ultimately conclude with a formal planning application on or after 22nd May.

It was further agreed that the steering group should turn their attention to the letting plan that will evolve after successful completion of the planning process

01/18: The Chairman stood down at the commencement of the meeting for the Clerk to oversee the election of the Chairman for 2018/19.

Chairman : Cllr Richard Hall
Proposed by Cllr P Osborn
Seconded by Cllr C Townsend

Chairman took his seat to chair the remainder of the meeting

Vice Chairman : Cllr Colin Townsend

Proposed by Cllr P Osborn and seconded by Cllr R Filmer

The Following Officers were voted on Block proposed and seconded

Footpaths Panel: Cllr P Osborn, Cllr D Knott, Cllr J Harper Cllr C Trivett- Bill

Planning Team: Cllr C Trivett Bill and Cllr R Hall

Trustees of Brent Knoll Charities: Owen Cullwick Clerk, Cllr B Freestone, Cllr R Filmer and Cllr I Ward

Highways Representative: Cllr M Borland

SALC Representative: Cllr R Filmer

General Purpose's working group: Owen Cullwick Clerk, Cllr R Hall, Cllr J Harper, Cllr I Ward and Cllr a Hurkett.

Coastal Cluster Representative

Cllr Colin Townsend Proposed by Cllr J Harper and Seconded by Cllr I Ward

All of the above elected positions on the Parish Council elected unanimously by the Parish Council.

02/18: APOLOGIES FOR ABSENCE

Apologies received from Cllr B Freestone and were accepted

03/18: TO RECEIVE DECLARATIONS OF PREJUDICIAL AND PECUNIARY INTEREST

Cllr R Filmer declared a personal interest on matters relating to Sedgemoor and County as the elected Councillor for the District and the County. Cllr Filmer declared an interest to avoid pre determination as a member of the District Planning Authority on planning Matters associated with this agenda Cllr I Ward, Cllr J Harper Cllr R Filmer declared personal interests on matters relating to planning application no 07/18/00002 and Cllr P Osborn a pecuniary interest on application no 07/18/00008 as a neighbouring property Cllr Ward and Cllr Filmer declared a persona interest on fete flag flying as trustees of the Parish Hall

CONFIRMATION OF MINUTES

04/18: The minutes from the meeting on the **4th April** were accepted as a true record of the meeting proposed and seconded and approved unanimously.

05/18: Cllr Filmer left the room having previously declared an interest.

06/18: PLANNING CONSIDERATIONS

07/18/00002: Installation of an engraved stone commemoration plaque to existing war memorial at St Michael's Church Brent Knoll

Response: The Parish Council supported the application unanimously on the grounds of heritage and historical interest

Signature of Chairman

07/18: Cllr P Osborn left the room at this point having declared an interest on 03/18 of this meeting.

07/18/00008: Certificate of Lawfulness for the existing use of a property as a separate self contained dwelling (use class C3) at Woodbine Farm 144, Brent Street Brent Knoll TA9 4BE

Response: The Parish Council offered no observations to this application by a majority decision.

08/18; Cllr P Osborn returned to the meeting

07/18/00007: Erection of a Porch at Brock House Burton Row TA9 4BP

Response: The proposal was supported on the grounds of enhancement and limited change to the footprint and no impact on the street scene

09/18 Cllr Filmer returned to the meeting

10/18: On Footpath matters

(a) Bristol Water to be further contacted regarding the flooding of the reservoir on to footpaths and over grown surrounding hedges.

(b) A proposal to replace a stile with a gate subject to land owner consent on land to the rear of Battleborough Lane

(c) Cllr D Knott to investigate with neighbouring landowner to alleviate the water course from flooding into lower properties.

(d) It was agreed the Cllr Harper should obtain quote for a no Cycling signage to be placed on the footpath on Brent Knoll. He will report further at the June meeting. One of these near the church and the other near the farm

Action: Clerk to contact Bristol Water. Cllr Ward to Contact Land Owner in Battleborough Lane and Cllr D Knott to assist with the temporary water solution on land to the rear of the Parish Church/

11/18: On Highway Matters

(a) A hole has developed in the road outside of 74 Brent Street in close proximity to Manor Ride Junction
Ongoing matters for County Highways attention

Flooding in Brent Street near the Old Manor (ongoing survey work)
Kerbstone outside of Parish Hall to be re reported
Culvert Blockage outside of Copse Cottage in Hill Lane
Ham Road / Chill Park road surface in poor state
Ferndale in Wick Lane road with deteriorating surface

Action: Clerk to contact highways on all matters

12/18: Village Green and Toilet Block and Car Park Areas

- (a) Grass very wet and now needing cut
- (b) There was little in the way of rubbish at the time of inspection
- (c) The working party has now concluded the clearance on the left side of the green
- (d) Play Equipment all ok except a report from GB Sports about the condition of Trim trail
- (e) Colin Lewis of GB Sports to meet with Cllr Townsend to assess the trim trail options

Toilet Block

The condition and future plans for the toilet block are ongoing and Cllr Townsend will arrange meeting with potential contractor to assess what options may be open to the Parish Council. At some future point the Parish Council to consider placing the cleaning contract out to tender.

13/18: Flood Mitigation Group

No Issues raised at this meeting

14/18: Parish Surgery

1 member of the public and the village agent attended

- (a) Tree signage on the Glebe Land (agreed by Diocese wording to be confirmed)
- (b) 40 mph A 38 updates requested on progress

15/18: Clerks Matters

There were no new matters raised not already covered on this agenda

16/18: Correspondence

- (a) Letter of thanks for recent grant from Somewhere House
- (b) Letter of request from Parish Hall to raise the flag at the Fete on June 9th (agreed)
- (c) Internal Audit Confirmation from Richard Young

17/18: Finance and to approve payments

To approve the Statutory payments listing as previously circulated to members

To Include

Total of Statutory payments for April 2018

As agreed in April 2018

£ 2829.33

Other variable payments

Richard Young Internal Audit Fee	£ 20.00
SALC Training Fee	£ 50.00
SLCC New Edition of Arnold Baker Council Administration	£ 73.60
Mendip Community Transport (agreed Grant)	£ 50.00
Ceramic Poppy Project (Previously agreed Grant)	£ 100.00
David Welland (3 Posts on Brent Street)	£ 155.00
SDC Precept Part 1 Payment to Parish Council	£ 15564.50
credit	

18/18: Resolution for the above payments Proposed and seconded Unanimous

- (a) Audit Update for Internal and external

19/18: MATERS OF CONSIDERATION**a To update on any further issues relating to telephone Kiosk refurbishment**

Painting now completed and looking very good the next stage is fitting out and a meeting with Baytree Builders will be held and attended by Kim Wilcox and Cllr I Ward.

b To consider options for the Play Surface areas (Update from Cllr Townsend)

This is ongoing with the working group further quotes to be considered however it was also decided to investigate grant options for financing the scheme which will probably be in the order of 8-12 k and in addition some refurbishment will be needed to the trim trail which has reported damage on some of its lower structure.

c To consider quotations from Andy Selway on additional painting matters

Further quotes to be obtained it was also pointed out that the bench was previously included in the quote that was undertaken last summer so this should be done by Andy Selway.

d Updating from two recent training events SLCC AND SALC

Cllr C Trivett Bill and Cllr I Ward updated the meeting on their recent attendance at SALC Training event similarly the clerk updated on a recent training seminar subject matters at these two events included. Both courses were well run and very worthwhile

New GDPR Regulation

Insurance of Contractors and volunteers working on behalf of the Parish Council
Local Grant awards including churches and Schools

e Nuttall Bench replacement on triangle area Church Lane update

Now awaiting delivery David Welland to be requested to assist with delivery and installation.

f SID Unit confirmation of re Installation

This will be delivered to Richard Ibrahim in the next two weeks

g Flooding In Brent Street drainage board and highway matters

Currently the subject of on going investigations by the County

h. Plans for Gardening A38 end of village

It was proposed to make £100.00 available to the gardeners for the purchase of plants

20/18: Matters of Report and items for May 2nd agenda

Housing Consultation event from Coln developments May 14th 3pm-6pm

Meeting Dates

The Next main meeting of the Parish Council is on **June 6th** at 7pm with a Parish Surgery at 4.30pm to 6pm also a provisional meeting for any planning matters if needed on **16th May** if required (no surgery on that date)

Meeting Concluded at 9 30.pm