



CHURCHILL PARISH COUNCIL

Minutes of the Annual Parish Council meeting held on Monday 14th May 2018 at 7.30 pm in Churchill Community Club, Ladymead Lane Churchill.

COUNCILLORS PRESENT

(Chair) Councillor Jackie Bush	Councillor Alan Lovell
(Vice Chair) Councillor Brenden Hill	Councillor Trudy Silverton
Councillor Sue List	Councillor Simon Glanfield
Councillor Ruth Bruton	Councillor Dev Clutterbuck
Councillor Georgie Collett	

(** Councillor G Collett was Co-opted as a councillor at Minute 1819/C/007)

Other Attendees

Clerk of the Council- Martin Dolton
Assistant Clerk : Mrs Ann Boote

1 member of the public was present

1819/C/001: To elect a Chairman of the Parish Council and to receive their declaration of acceptance of office as Chair.

Councillor Jackie Bush was nominated and duly seconded as the Chair of the Council for the Council year 2018/19. There being no further nominations this was confirmed by unanimous vote.

RESOLVED:-

Councillor Jackie Bush is elected Chair of the Council for the year 2018/19 and signed the declaration of acceptance of office.

1819/C/002: To elect a Vice Chairman of the Parish Council and to receive their declaration of acceptance of office as Vice Chair.

Councillor Brenden Hill was nominated and duly seconded as the Vice Chair of the Council for the Council year 2018/19. There being no further nominations this was confirmed by unanimous vote.

RESOLVED:-

Councillor Brenden Hill is elected Vice Chair of the Council for the year 2018/19 and signed the declaration of acceptance of office.

1819/C/003: Apologies - to receive apologies from Councillors for non-attendance.

Apologies had been received from Councillors Bill Carruthers and James Hoddell.

(Sarah Shaw, Parish Liaison Officer North Somerset Council had also sent apologies)

1819/C/004: Declarations of interest: To receive alteration/amendments to the register of interests: To receive declarations of interest on agenda items.

Councillor Sue List declared a non-pecuniary interest in Minute Item 1819/C/020, as she is an allotment plot holder and the applicant for the grant, and would therefore take no part in the discussion or vote.

Councillor Ruth Bruton declared a non-pecuniary interest in Minute Item 1819/C/020, as she is an allotment plot holder.

1819/C/005: To confirm and sign the minutes of the meeting held on 9th April 2018.

The minutes of the meeting of the Council held on the 9th of April 2018 had been previously circulated to all members and were agreed as an accurate record.

RESOLVED:-

The minutes of the meeting held on 9th April 2018 were confirmed by those present as a correct record and signed by the Chair.

1819/C/006: To Note the resignation of Councillor Graham Fortune from the Parish Council, and the arrangements for display of the statutory election notices.

Members noted the resignation of Graham Fortune from the Parish Council and agreed that the Chair of the Council should convey the thanks of the council on behalf of the community for his considerable efforts and time whilst a councillor.

The Clerk explained the arrangements for the statutory notices relating to requesting election which will be displayed w.e.f. 1st June 2018.

RESOLVED:-

The Parish Council notes the resignation of Graham Fortune, and the arrangements for the display of statutory notices.

1819/C/007: To consider the co-option of a resident as a Councillor to the Parish Council, and, if so co-opted, to receive their declaration of office.

Members had been in receipt of a completed pro-forma from Mrs Georgie Collett, a resident of Doleberrow, Churchill. Mrs Collett also addressed the members. The Councillors present considered her application to be co-opted as a Councillor and agreed by unanimous vote that she should be so co-opted.

Georgie Collett then signed the declaration of acceptance of office in the presence of the Clerk as Proper Officer of the Council.

RESOLVED:-

The Parish Council has co-opted Georgie Collett as a Councillor and she has signed the required acceptance of office declaration.

1819/C/008: Public Participation.

A resident addressed the meeting on matters relating to parking in Church Lane and the need to progress a sign advertising local events, and offered to answer any questions relating to CALRAG.

1819/C/009: North Somerset Council Matters

No matters were raised

1819/C/010: Planning Matters

(a) To Receive Planning Decision Notices

18/P/2229/FUH : Manor House, Doleberrow, Churchill
Single storey rear extensions :- Consent GRANTED

17/P/0888/O: Blagdon Water Garden Centre, Bristol Road, Langford
Outline Consent for demolition of existing buildings and redevelopment including 28no. dwellings :- Consent REFUSED

(b) To Receive Planning Information:-

• **Report of the Planning & Development Strategy Committee**

Councillor Alan Lovell reported that no meetings of the committee had taken place since the last meeting of the full council. He updated members on two meetings he had attended with the Clerk, one with senior planning officers from NSC and one with managers from Crest Nicholson.

The senior planning officers had shared the current thinking in relation to the formulation of a new Local Plan which will inform the thinking of future JSP deliberations. The information had been shared in confidence to those present at that meeting, and NSC had been urged in writing by the Clerk to attend a Parish Council meeting and share the information with the full council.

The meeting with Crest Nicholson had been positive, and arrangements made for councillors and the clerk to have direct contact with the on-site team, and the clerk to have further regular meetings with them.

(c) Planning Applications for Decision :-

(i) 18/P/2663/FUH : Wayside, Doleberrow, Churchill

Proposed first floor extension and alterations

As the applicant is Councillor Georgie Collett, all council members declared an interest in the application and it would be inappropriate to make a comment.

RESOLVED

As the applicant is Councillor Georgie Collett, all council members declared an interest in the application and it would be inappropriate to make a comment.

(ii) 18/ P/2512/FUL : Land Opp Churchill House, Churchill Green

Erection of new dwelling with detached annexe comprising triple garage with one bedroom accommodation above.

Members considered varying aspects and the available plans of the proposed development, and after discussion agreed by vote:-

RESOLVED

The Council does NOT support application 18/P/2512/FUL on the grounds :- (i) road safety – the entrance/exit is shown as being close to a junction of two narrow lanes which have no pedestrian footway facility. (ii) It is outside the village settlement area (iii) A previous application in 2004 for holiday accommodation at the site had been subject to restrictions on the approval including ensuring that the site would not be used for residential purposes (iv) the same 2004 decision commented that developments in that area should satisfy a special agricultural or other proven local need (v) It is within Flood Zone 3,(vi) In accordance with the National Planning Policy Framework housing should only be permitted in rural areas where it's location will enhance or maintain the vitality of the rural community.

(iii) 18/P/2462/FUL : 19 Ladymead Lane, Langford

Creation of additional attached dwelling by sub-division and two storey extension of existing dwelling.

Members considered varying aspects and the available plans of the proposed development, and after discussion agreed by vote:-

RESOLVED

The Council does not support application 18/P/2462/FUL as it believes the proposed development would amount to overdevelopment of the site.

(iv) 18/P/2576/FUL : Pool Farm, Stock Lane, Langford

(Retrospective application) erection of storage / agricultural barn for animal feed & bedding storage. Parking for one large van and storage of trailer.

Members considered varying aspects and the available plans of the proposed development, and after discussion agreed by vote:-

RESOLVED

The Council supports application 18/P/2576/FUL as there is no perceived effect on the environment or neighbourhood.

1819/C/011: To receive the statutory accounts of the Council for the year ending 31st March 2018

Members had received a copy of the published statutory accounts for the council year 2017/18.

RESOLVED:-

The Council approves the statutory accounts for the council year ending 31st March 2018.

1819/C/012: To receive and note the year end final report of the independent Internal for the year ending 31st March 2018 Auditor.

Members had received a copy of the end of year independent internal audit report by Lightatouch Audit Services. The report made no recommendations for implementation and certified that the figures entered by the Clerk on the Annual Return form and all the required schedules were correct. Members commented on the report highlighting the good practice employed by the Clerk to result in such a report.

RESOLVED:-

The Council notes the report of the internal auditor and notes that there are no recommendations made.

1819/C/013: To Agree Section 1 of the Annual Return for the Year 2017-18

All members had been circulated with a copy of Section 1 (Annual Governance Statement) of the proposed Annual Return for this Council for the year ending 31st of March 2018.

Members unanimously decided that answers to questions 1-8 inclusive should be answered 'Yes', and question 9 was not applicable.

It was agreed that the Chair and the Clerk should sign the statement on behalf of the Council.

RESOLVED:-

The Council has answered 'Yes' on questions 1-8 inclusive and 'Not Applicable' to question 9 of Section 1 of the Annual Return of this Council for the year ending 31st of March 2018.

1819/C/014: To Agree Section 2 of the Annual Return for the Year 2017-18

Members had been circulated with a copy of the draft submission of Section 2 of the Council's Annual return for the year ending 31st of March 2018 relating to the accounting statements of the council for the year.

Members unanimously agreed that the draft figures entered in rows 1 to 10 of the document were correct, and that row 11 should be answered 'No' as the council did not manage any Trust funds or assets in that year.

It was agreed that the Chair and the Clerk (as Responsible Financial Officer) should sign the statement on behalf of the Council.

RESOLVED:-

That the draft figures entered in rows 1 to 10 of Section 2 of the Council's Annual return for the year ending 31st of March 2018 were correct, and that row 11 should be answered 'No' as the council did not manage any Trust funds or assets in that year.

1819/C/015 To consider the Terms of Reference of the Planning Committee of the council.

Members had received a pre-circulated draft Terms of Reference of the new Planning Committee which it had been resolved to appoint at the last meeting. Members considered the draft terms and accepted them as written.

RESOLVED:-

The Terms of Reference for the newly formulated Planning Committee are accepted and implemented as presented to this meeting.

1819/C/016: Committees and Representation on Other Bodies

Members considered the committee structure and membership of those committees for the new Council year 2018/19

Members decided by resolution that the committees and their membership for the 2018/19 council year should be :-

RESOLVED:-

Open Spaces & Allotments Committee: Councillors, Sue List, Trudy Silverton, Ruth Bruton, Bill Carruthers and Simon Glanfield.

Leisure Committee: Councillors Jackie Bush, Brenden Hill, Sue List, Simon Glanfield, Bill Caruthers and Georgie Collett.

Finance & Personnel Committee: Councillors Jackie Bush, Alan Lovell, Dev Clutterbuck, James Hoddell, Ruth Bruton and Brenden Hill.

Planning Committee – Councillors Alan Lovell, Bill Caruthers, James Hoddell, Jackie Bush, Georgie Collett, Dev Clutterbuck and Sue List.

Parish Council roles;

Guardian to the Defibrillator : assistant Clerk Ann Boote

Speed Activated sign management : Simon Glanfield

External Organisations

PCAA –	Alan Lovell
Strawberry Line –	Trudy Silverton (co-ordinate)
Speedwatch Co-ordinator –	Simon Glanfield
School Representatives –	Jackie Bush & Brenden Hill
Minibus Society –	Ruth Bruton
War Memorial Committee –	Alan Lovell & Jackie Bush
AONB –	James Hoddell & Bill Caruthers
ALCA –	Bill Caruthers
Avon Wildlife Trust –	Georgie Collett
Parish Liaisons to NSC on flooding & resilience matters –	Alan Lovell

1819/C/017: To Approve the diary of meetings for the 2018/19 Council year

Members had been circulated with the proposed diary of meetings for the new Council year 2018/19

RESOLVED:-

Members approve the diary of meetings for the new Council year 2018/19 as presented at the meeting.

1819/C/018: Highways / Road Safety Matters - Update

The clerk reported that he had made an appointment for a senior Highways officer from NSC to meet with him on the 1st June 2018 and survey the potential sites for improvements. It was agreed that Councillor Dev Clutterbuck will also attend. A report will be made to a future meeting.

1819/C/019: To consider supporting an application by Churchill Academy to restrict all parking in part of Church Lane

Churchill Academy had informed the Parish Council of their intent to apply to NSC for parking restrictions in Church Lane to be extended (from the junction Churchill Green to the school entrance) when the development at the Academy was completed, and had asked the council to consider offering their formal support.

RESOLVED:-

The Parish Council formally supports Churchill Academy in their application to North Somerset Council for extended parking restrictions in Church Lane, Churchill.

1819/C/020: To consider an application for a grant from the Allotments Social Committee

Members had been in receipt of an application from the social committee at the allotments for a grant towards social events to be held during the year. After discussion members decided:-

RESOLVED:-

The Parish Council awards a grant of £150.00 to the Allotments Social Committee as a one off award. The monies to be accounted for by submission of an account to the Clerk by the financial year end.

1819/C/021: Accounts.- To receive and confirm the payments for May 2018.

The detail of payments for authorization at the meeting had been listed on the agenda and circulated to all members and displayed on the Council's website and noticeboards.

RESOLVED:-

The payments were agreed as per the agenda, with two additional payments received after agenda publication for the annual insurance premium and a Trim Trail sign. Total expenditure of £23,321.80.

Prior to the following Item of business (1819/C/022) members voted to pass the following resolution:-

RESOLVED:- *That the public be excluded from the meeting during consideration of agenda item 22 (Minute 1819/C/022) on the ground that publicity would be prejudicial to the public interest by reason of the confidential nature of the business – potential legal matters and instruction.*

1819/C/022: CONFIDENTIAL ITEM : Review of Minute 1718/C/131 (12 02 2018)

Councillor Dev Clutterbuck addressed the meeting referring to the resolution passed by council on the 12th February 2018 relating to the agreement in principle for the provision of funds for legal advice in matters relating to the Joint Spatial Plan.. Members discussed the matter and after discussion it was agreed that no amendment to the wording of the resolution was required.

1819/C/023: To consider a request for a letter of support from CALRAG

The Parish Council had received a written request from the Churchill & Langford Residents Action Group (CALRAG) for the council to provide the Group with an open letter of support for their activities. Members discussed this matter at length with varying views being expressed. Members decided by vote:-

RESOLVED:-

Churchill Parish Council will respond to CALRAG, demonstrating shared principles but unable to offer unequivocal support due to the council's role as a statutory consultee in planning matters.

1819/C/024: Clerk's Report

Members had been circulated with the full report of the Clerk.

RESOLVED:-

The report of the Clerk is noted.

1819/C/025: Matters for Information

Members raised the following matters:-

- i) Cllr Sue List - Future grass cutting at the allotment site
- ii) Cllr Sue List – Thanks to those distributing the Village Show 2018 brochures
- iii) Cllr Dev Clutterbuck – Future use of the community land at the Crest Nicholson site
- iv) Cllr Jackie Bush – Request from the Primary School relating to the display of a banner / clash with the village summer fete.

There being no further business the Chair closed the meeting at 9.37 pm.

CHAIR.....

DATE.....