

Pen Selwood Parish Council

Committee Meeting

Minutes of the Committee meeting held at the Village Hall on Wed 11th November 2015

Present Cllr Steadman (Chairman)Fitzgerald Cllrs Jenkins, Ashman, Appleton, Jukes, Carter.

Public-Cllrs Anna Groskop and Mike Beech, Sue Appleton, Chris Worrall, Tony Harrison, Sarah FitzGerald, Mr and Mrs Bradley, Alan Webber.

- 1 **Public Open Forum.** Sue Appleton was concerned that the demise of the welcome booklet was not a good idea and gave examples of where the booklet had been useful in the past. Sue thought that the idea to replace the booklet with a letter of introduction from the Chairman and a recommendation to visit the web site for more information was not good enough. Sue said she knew of 4 new residents who had not received letters from the Chairman. Tony Harrison endorsed these sentiments and described how useful the booklet had been when he arrived in the village. Sarah FitzGerald thought it might be possible for the Church might take on responsibility for the booklet. Tony Appleton thought the decision to stop issuing the booklet should be reviewed at the next meeting. Clerk to add to January agenda. Jenny agreed to deliver welcome letters to new residents before next meeting and that PC members would advise Chairman of new arrivals.
- 2 **Apologies for absence.**- None.
- 3 **Notices of Interest** –None
- 4 **Mins of meetings held previously on 9th Sept and 14th October 2015.**-Signed as a true record.
- 5 **Matters Arising** - Clerk to remove second part of last line of item 12 in minutes of Sept 9th meeting.
- 6 **Planning activity Andrew Jenkins.**
 1. **Planning application 15/04142/FUL and 15/04143/LBC for a change of use of land from agricultural to garden use, internal alterations to dwelling house and installation of photo-voltaic cell panels on garage roof at Manor Farm House, Pear Ash Lane.**- After discussion it was agreed that the PC had no objection to this application. Clerk to report decision to SSDC.
 2. **Planning appeal 15/02847/OUT erection of dwelling, land at Eden Nursery, Charlton Musgrove.**- Had been Supported.
 3. **Result of committee meeting on application 15/03640/FUL Stables at Hilltop.**- Jenny advised That the application had been granted subject to the stables being set back 3 meters from the Hedge and the manure heap being relocated to a site with a concrete base and run off facility.
- 7 **Discuss budget/precept request for 2016/2017 prior to completion and submission of forms before**

20th Jan 2016. – Following a line by line discussion of PC budget proposal for next year it was agreed to increase the precept request from £4883 to £5500. It was felt this action was appropriate because there had been no increase in the precept for 8 years and that the PC’s spending had exceeded income last year and in years gone by. In addition to this Anna Groskop advised that matched funding would be required for future grants and Mike Beech advised the PC reserves were well within the permitted range at just over 1 years precept. Clerk to update figures and circulate new budget with draft minutes.

8 Highways Report- Tony Appleton advised that the roads were generally in good condition although Pear Ash Lane and Pen Mill Hill had leaves and hedge cuttings on them. Tony will wait for more leaves to fall before asking for SSDC to sweep the roads. Pot Holes had been identified for repair and Tony had received the SSDC winter action plan outlining priorities for road clearance in the event of snow. Tony would be collecting 10 more bags of salt for the reserves.

9 Agree Meeting dates for 2016- Jan 13th, March 9th, May 11th (AGM), July 13th, Sept 14th, Nov 9th.

10 –Footpath Update- Jane Ashman advised that SSDC had contacted Mr Hopkins to establish when the two footpaths closed during work on his fields would be reopened. It was also anticipated that a new gate would be fitted at the Salters Hill entrance to the footpath across Mt Hopkins Land. A temporary closure was to be sought for the dangerous steps at the Bliss Wood/Pen Pitts Woods Lane junction and there had been repairs made to two stiles in the village. Jane handed the Clerk a receipt for materials in conjunction with this work. Clerk to arrange Cheque.

11 Defibrillator and phone box lighting- Jenny advised that the defibrillator pads had been changed on 14th October and that training had been arranged for early 2016. Robin Cuthbert and Richard Gething had repaired the light in the phone box and Jenny gave Clerk and invoice for the materials. Clerk to arrange Cheque. Jane asked if a lower wattage light could be used to reduce glare in her home.

12- Parish Priorities page - discussion of the phrase " well -being of residents"- Item carried to January Meeting

13 Village Housing Survey-Carried to January meeting.

14 Appointment of new Parish Clerk- Appointment of an employment sub-committee, Agree Salary Scale and Update on recruitment process. -It was agreed that there should be a sub-committee consisting of three Council members who would filter the applicants to three possible candidates. At this point interviews would be held at which all PC members could attend if they wished. Jane proposed that the closing date for applications should be 26th November, 14th and 16th of December for interviews with recommendations put forward at the January 13th meeting. Jane also suggested that the pay scale/range should be LC1 Scale point 18 to 21 dependant on experience and that future grade increases should be subject to attainment of agreed performance levels/improvements, this to be assessed by PC. The three person sub –committee would be Jane Ashman, Alex Jukes, Jenny Steadman.

15 AOB - None **Dates for next meeting** 13th Jan 2016. Meeting ended 9.06pm

Chairman.....Date.....

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