

Minutes of the Meeting held at 7.30pm on Tuesday 21st May 2013 at the Moorland Hall

Present: Councillors Roger Webber (*Chairman*), Linda Atkins, Eric Clarbull, John Davis, Ros Simons, Chris Harding and Marlene Allinson (*Parish Clerk*), PCSO Dave Rowe and WS District Cllr Steven Pugsley.

188.1 Election of Chairman and Receipt of Chairman's

Declaration of Office: Cllr Roger Webber was unanimously re-elected as Chairman for the coming year and signed the Declaration of Office.

188.2 Election of Vice-Chairman: Cllr Linda Atkins was unanimously re-elected as Vice-Chairman for the coming year. New Cllr Chris Harding signed a Declaration of Acceptance of Office.

188.3 Public Question Time: No items raised.

Police Report: PCSO Rowe reported a theft of copper wire and four calls re traffic incidents and incidents of thefts from cars at local beauty spots. He urged vigilance re outside fuel tanks due to thefts. Bruce Strachan is no longer local Beat Manager but Sgt Andy Whysall is back with Inspector Shane Carey in charge. Council asked to be kept informed of changes as they happen. *PCSO Rowe left the meeting after giving his report.*

188.4 Appointment of Portfolio Holders: after a discussion the current list was amended: a copy of the new list is filed with these minutes: *to be ratified at the next meeting.*

188.5 Apologies of Absence: Cllr Tim Gardner and Co Cllr Frances Nicholson.

188.6 Declarations of Interest:

Item No	Councillor	Nature	Reason	Action Taken
8.1 6/8/12/105	Webber	Pecuniary	Brother of the applicant	Left the room for the discussion and the vote
10	Clarbull	Personal	Chairman of the Moorland Hall Committee	Minuted
12.2	Clarbull	Personal	Chairman of the Moorland Hall Committee	Minuted

188.7 Minutes: The minutes of the meeting held on 16th April 2013 were approved and signed by the Chairman as a true record. **Matters Arising:** None.

188.8 188.8.1 *Cllr Webber left the room; Cllr Atkins chaired the next item.* Planning Applications: 6/8/12/105: Shearwell Data Ltd, Putham Farm: Re-notification: Proposed re-development of the site to replace an existing agricultural building and workshop lean-to with a purpose built B1 office, research and development and light industry workspace (2,153m² gross external area), 40kw roof mounted solar photo voltaic array, change of use and extension of existing agricultural storage building to B1 light industry (371m² gross external area), extension of car park, landscaping together with the provision of a new access drive (approx 830m) from the B3224 to existing business building including crossing Public Bridleway No. WL 6/22 supplemented by an Environmental Statement received 18/05/12. As per additional and amplified information 08.08.12, 24.09.12, 08.10.12 and 22.10.12. The application has been amended by the withdrawal of the agricultural building and yard area from the application proposal. Fully supported. *Cllr Webber returned to the room and continued to chair the meeting.* 6/8/13/102: 16 Meadow Close: proposed single storey extension: no objections to the extension apart from powder-coated aluminium windows & doors: consistency throughout the development should be maintained by the use of timber. 6/8/13/103 Combe View, 17 Meadow Close: proposed erection of a conservatory: fully supported.

188.8.2 6/8/13/101LB 2 Normans Cottages: approval granted by ENPA.

188.9 Highways: Road Closure: A39 Porlock Hill: 4 days from 03/06/13. Ironman Event: Wimbleball Lake 16/06/13. Adoption & Repairs Putham Lane: the Clerk was asked to write to SCC Portfolio Holder re delays. WS Cllr Pugsley reported that Karen Mills from Porlock is now a WS Cllr: will invite her to the Parish to see various problems first hand. Future Maintenance of Car Park: WS Cllr Pugsley was asked to find out WSC's view. Diversionary Routes: meeting at WX 19/06/13. Environmental Maintenance: the Clerk outlined this year's programme.

106 Agreements & Mortgages: difficulties were debated. *WSC Cllr Pugsley left the meeting at 8.45pm.*

188.10 Grass Cutting in the Playing Field: A quotation from Countrywide Grounds Maintenance has been received. Council will obtain 2 other quotes as per Financial Regulations. Due to the

urgency of the business it was agreed that the pending invoice for £522 + VAT from Countrywide will be invoiced to the Parish Council who will pay £500 + VAT (this being recoverable) as agreed at the last meeting, the balance to be covered by the Moorland Hall.

A public meeting to discuss payment of future maintenance will be held at the Moorland Hall on 5th June at 7pm. **Note:** this will also be to discuss the ENPA Draft Local Plan Settlement Section Consultation in respect of Luckwell Bridge.

188.11 Update of Council's Asset Register: It was resolved to update the Asset Register by adding on the Recreation Ground as valued by Exmoor Farmers Livestock Auctions Ltd. at £60,000

188.12 Finance: It was resolved to pay: **188.12.1 Annual Insurance Premium** to Came & Co for £403.49; the Chairman signed the 3-year Long Term Agreement; **188.12.2 An invoice from the Moorland Hall for £24 for room hire;** **188.12.3 An invoice from the Internal Auditor for £50:** his report on the accounts was read and noted; **188.12.4 The Annual Governance and Accounting Statements for the financial year ending 31/03/13** were signed by the Chairman and the Clerk; **188.12.5** It was agreed that the Clerk would sort out the relevant paperwork for the update of Council's Bank Mandate asap.

188.13 Correspondence and Meetings: **188.13.1** The Clerk and Cllrs Webber, Clarbull and Atkins had attended a meeting with Steve Quartermain Chief Local Govt Planner. **188.13.2** Cllr Davis reported that there would shortly be a meeting of the Standards Disciplinary Committee. Cllrs Simons and Harding agreed to attend the next meeting of the ENPA Consultative & Parish Forum. Cllr Clarbull reported re work to be carried out by the Parish Lengthsman.

188.14 Items for the next Agenda: Ratification of the list of Portfolio Holders; further update on grass cutting at the Recreation Ground.

There being no other business the meeting closed at 10.10pm. The next meeting of Cutcombe Parish Council will be held on Tuesday 18th June 2013 at 7.30pm in The Moorland Hall. All are warmly invited.