**DRAFT**

**MINUTES OF THE ANNUAL MEETING OF CAMELEY PARISH COUNCIL HELD AT 7.30pm 13th MAY 2015**

 **IN TEMPLE CLOUD VILLAGE HALL**

***Templecloud.org.uk***

**PRESENT:** Cllrs Mrs Atkinson (Chair retiring), Mr Cockerham, Mr Hemmings, Mr Hooper, Mrs Musins, Mr Seebright, Mrs Swift and the Clerk, Mr Scutt.

**1. ELECTION OF CHAIRMAN**

The first item of business was to elect a new Chairman. Mrs Atkinson as retiring Chair, asked for Nominations. Cllr Maria Musins proposed Cllr Tony Hooper. Seconded by Jo Swift. There being no other nominations, Cllr Tony Hooper was duly elected Chairman and took the Chair.

**2. ELECTION OF VICE CHAIRMAN**

Tony Hooper asked for nominations for the post of Vice Chairman. John Cockerham proposed Maria Musins, seconded by Jo Swift. There being no other nominations, Cllr Maria Musins was duly elected Vice Chairman.

**3. APOLOGIES FOR ABSENCE:** There were none

**4. DECLARATIONS OF INTEREST:**

Cllr Musins declared that as a member of Temple Cloud in Bloom she would take no part in the discussion over payments to this group.

Cllrs Cockerham and Hemmings both declared an interest in the planning appeal and would withdraw from discussions on the subject.

**5. PUBLIC PARTICIPATION:** There were six members of the public present.

A resident of Peterside asked if a litter bin could be provided on Peterside close to its junction with A37 for dog walkers to deposit their bags. The Clerk would approach B&NES with such a request.

**6. MINUTES OF PREVIOUS MEETING** were approved.

**7. COUNCILLOR VACANCIES**

The meeting was told that there were three Councillor vacancies. After a discussion it was agreed that the Parish Council would look to co-opt three suitable candidates. It was also agreed to advertise the vacancies via the Council website, on the Council Noticeboards, in Clutton and Temple Cloud News, via Cameley School newsletter and through canvassing by current Councillors. Any volunteers were requested to write or e mail The Clerk offering their services with a short paragraph as to what they could bring to the Parish Council by way of experience or profession. A closing date of June 4th for applications was set so that the Clerk could circulate all Councillors before the next meeting.

**8. CORRESPONDENCE**

The Clerk had received an e mail from Temple Cloud in Bloom asking whether the village orderly could help in tidying the area around the planter at the surgery and an area where Gillets Hill meets the A37. The Clerk confirmed that he had already asked the orderly to add these two areas to his rota.

**9. FINANCE:** It was proposed and agreed to pay the following:-

#### Payments £ Vat

 (1) Clerks wages 303.83

 (2) Sweeper wages 428.49

 (3) Garage rent 37.97 7.59

 (4) Temple Cloud in Bloom 328.18

 (5) Play area hedge cutback 1100.00

 (6) Mower motor Insurance 258.64

**B) Payments received**

 (1) Parish Sweeper 298.01

The Clerk gave all Councillors a copy of the Income and Expenditure accounts for the Parish which showed the actual for 2013/2014, an estimate for 2014/2015 and the budgeted figures for 2015/2016. The actual figures for 2014/2015 will be available before the June meeting.

It was proposed and agreed unanimously that Cllrs Cockerham, Musins, Swift and the Clerk would review the Annual Parish Insurance in order to ensure that the cover was adequate for the Parish and renegotiate the premium.

It was agreed that the three new Councillors would be added to the bank mandate as signatories and the Clerk would obtain the necessary forms in due course.

**10. VILLAGE HALL/PLAYING FIELD**

The Clerk was able to tell the meeting that Natalie Parfitt was still running the Village Hall for the moment however she reported that the volunteer who currently acted as treasurer was looking to handover this role. The Parish Council agreed that they would find someone suitable to do this and that this would be discussed at the next meeting. The Clerk agreed to circulate the last set of accounts that he has so that everyone could see what was involved. He confirmed that he was trying to get up to date accounts by the June meeting. This would also give a picture as to who was hiring the hall.

The issue of the lack of two inner doors in the vestibule was discussed. The Clerk would follow this up and talk to the contractor detailed to do the job.

The Clerk continued with the report that the last set of goalposts would be taken down, that the tractor shed needed securing and a question on where we were with the changing rooms repairs. It was also reported that a “boxercise” class had started on Tuesday nights at 6.30.

It was agreed that the Parish Could would need to allocate time for a review to be carried out on the best way to look after and run the Village Hall.

The Clerk reported that he had received no responses from an ad placed in the Somerset Guardian requesting tenders for work on the changing rooms. A further ad was running in June’s Chew Valley Gazette. It was agreed that Councillors would approach any suitable builders they knew of and the Clerk would circulate them with a copy of the job spec to facilitate this.

A discussion then followed as to whether the repair of the roof the most economical way forward and to explore the viability of renting portable changing rooms such as Clutton FC did. Cllr Cockerham and Hemmings agreed to investigate.

It was also suggested that if B&NES were to lose the appeal over the development on land on Temple Inn Lane then the section 106 money that was offered for sports facilities would become available.

**11. HIGHWAYS, FOOTPATHS and ROADSWEEPING**

It was agreed to discuss the village orderlies’ role, job description and hours at the June meeting.

The Clerk told the meeting that he had reported the rotting stile between the playing field and Ham Close to the relevant department. He was told that budgets were tight but that it would be added to the list.

A new Parish Councillor asked whether there was a map of the Parish that she could have so that at least she would know the parish boundaries and where all the footpaths were. Cllr Hooper offered to provide such a copy from Parish0nline.

**12. PLANNING**

The Council discussed:-

**15/01683/ADCOU** which seeks prior approval for change of use from agricultural building to dwelling (C3) and associated operational development at Lower farm, Cameley. The Parish Council unanimously supported this.

**15/01344/FUL** an application to replace rear utility, front porch and garage after demolition of existing at 29 Tiledown. The Parish Council unanimously supported.

The Clerk then reminded the meeting of the Parish Council’s response to the application (15/01291/CLEU) for a certificate of lawfulness on the use of a log cabin as an independent residential dwelling at the Quarry in Eastcourt Road.

The response was as follows: “All Parish Councillors were concerned that yet again the landowner had flouted all planning laws and were also concerned by the behaviour of B&NES employees. Activities/building has been the subject of many complaints and B&NES planning and enforcement officers were known to have visited the premises on various occasions during the past four years. If the details given in the application were correct then B&NES officials seem to have neglected their duty and should be asked for an explanation why they had ignored unlawful development and use of buildings. The Parish Council seek urgent clarification of the following:- is the application for use of the building as a separate dwelling and curtilage, from the existing property? If so the Parish Council was strongly opposed to new dwellings outside the existing Housing Development Boundary on a site totally unsuited to residential development where road access was dangerous.”

The Clerk was able to tell the meeting that the comments had been acknowledged by Planning and a response promised before the May meeting. Needless to say this had not been forthcoming. The Clerk was asked to follow up this non response and check to see if the application was going to committee.

**13. THE PLANNING APPEAL FOR 70 DWELLINGS ON LAND OFF TEMPLE INN LANE AND THE PARISH COUNCIL’S PLAN OF ACTION.**

Cllrs Cockerham and Hemmings took no part in the discussion and did not vote.

The first issue to be addressed was whether the Parish Council still opposed the development. After a discussion it was agreed unanimously that Cameley Parish Council opposed the proposed development of 70 houses.

Cllr Musins then took the meeting through the background to the appeal and proposed that the Parish Council should speak at the appeal. This was agreed unanimously’ It was agreed that she would put together a working party to put together such a presentation which would be circulated prior to the June meeting.

The Clerk was asked to write to the inspectorate to register an interest to speak.

**14.THE CLERK’S IT EQUIPMENT**

It was agreed that it would be sensible to provide the Clerk with a dedicated Lap Top for Cameley Parish Council business. This could then be used with other equipment to project information onto a scree for Paperless parish meetings. Cllr Hemmings would investigate costs and would provide the IT knowledge to set it up.

It was suggested that Councillors should take the opportunity of visiting a Clutton Parish Council meeting to see how Paperless meetings worked.

**15. REVIEW OF STANDING ORDERS**

Since the current standing orders were seen to be out of date, a working party consisting of Cllrs Musins and Swift plus the Clerk would be set up to update them.

**16.TO DISCUSS IDEAS FOR MORE VILLAGE INVOLVEMENT**

It was suggested that the Council should provide Tea or Coffee and maybe biscuits before each Parish Council meeting. It was agreed to give it a trial commencing at June’s meeting. This would be advertised and that doors would be open at 7.15.

It was suggested that with the perceived lack of interest in the Parish council by the majority of resident, it would be a good idea to hold a coffee morning where the Council could introduce itself and ascertain public opinion on issues that concern them. It was agreed to discuss this further at a later date.

The idea of producing draft minutes a week or so after a meeting and publishing them on the website and on parish noticeboards and elsewhere was discussed. This would mean that residents could be kept a lot more up to date than under the current situation where minutes aren’t published until the next meeting where they are ratified. This was proposed and passed unanimously. The one proviso was that the draft minutes should be scrutinised before publication by the Chair and the words DRAFT MINUTES be prominent.

**17.TO DISCUSS AN ACTION PLAN FOR THE NEXT 12 MONTHS**

It was agreed to put this back for another time.

**18. INFORMATION EXCHANGE**

Training was discussed and the Clerk promised to send each Councillor the password for the ALCA website so that Councillors could look at what training was available.

The fact that the Headmaster, Dieter Cook was leaving Cameley School was discussed. It was suggested that the Parish Council give him a gift and it was agreed to add this to the June agenda.

Finally the Chair wanted to minute a vote of thanks to those Councillors who had stood down after many years of public service on Cameley Parish Council.

**11. NEXT MEETING** will be on Wednesday 10th June.

The meeting closed at 9.55