

**MINUTES OF NORTON SUB HAMDON PARISH COUNCIL**  
**MONTHLY MEETING HELD ON MONDAY 14<sup>TH</sup> MAY 2018**  
**IN THE COMMITTEE ROOM, THE VILLAGE HALL AT 7.30 P.M.**

**18/1275 PRESENT:**

Mr S. Maunder (Chairman), Mrs S More (Vice-Chairman), Mrs P Biddle, Mr C Campbell, Mr B Matraves, Mr J Cole, Mrs L. Brooks (Clerk), Mrs S. Seal (District Councillor), and 4 members of the public.

**18/1276 APOLOGIES:**

Mr R Middleton, (Work Commitments)

Mark Keating (County Councillor) (holiday)

**18/1276 PUBLIC TIME**

**18/1276/a Public Time:**

Nothing to report

**18/1276/b P.C.S.O. Report:**

The PCSO was not present and no report had been received.

**18/1276/c District Councillor:**

The District Councillor reported that the Council was going through a transitional period with the new roles. She discussed the recent rumours about Unitary and that no proposition had actually been put forward. She also talked about how the SSDC was not an authority in debt and they were still able to grant aid which would be unlikely to continue under a unitary council.

She also reported on the development of the woodland play area at Ham Hill. Councillor Seal requested that a piece be included in the newsletter asking for volunteers for events.

**18/1276/d County Councillor:**

County Councillor Mark Keating was not present at the meeting. He had emailed a monthly report previous to the meeting to the Clerk who had forwarded it to all the Parish Councillors'.

**18/1276/e CLT Update:**

Mrs Maunder reported that the street lights had now been installed at Minchington Close, although one of them had been installed facing the wrong way round. It was now known that Marshwood Homes would be building the new homes and they were still waiting to see if the CLT would be in partnership with the affordable homes. She reported that the staff appraisals had now been done at the shop and the post office and all were very good. However, the losses to the Post office side were still happening.

**18/1276/g Hamdon Youth Group:**

Mrs Maunder reported that they were trying to recruit new committee members. There was an increase in children attending with more now coming from Norton. There was still no further news to report on the Methodist Hall at Stoke sub Hamdon.

**18/1277 MINUTES:**

The Minutes from the April meeting have been circulated. They were agreed and signed.

Proposed: Cllr. Campbell      Seconded: Cllr. More      Agreed unanimously.

**18/1278 MATTERS ARISING:**

**1. Request for Grant from The Reading Room**

The Parish Council received a letter requesting a grant from the Parish Council towards the new flooring that is needed in the kitchen and entrance of the Reading Room. The Reading Room had received a quote for £ 760.00. The Parish Council discussed this at great length. Councillor Maunder proposed that £200.00 be granted towards this. A resolution was made to approve this. Clerk to write to The Reading Room and send the cheque.

**Action: Clerk**

Proposed: Cllr. Maunder

Seconded: Cllr. Biddle

Agreed unanimously

**2. GDPR**

The Parish Clerk discussed the changes required. She had recently attended a meeting at SSDC. She informed the Parish Council that to make all data more secure Parish Councillors and the Clerk are required to have separate Parish Council email addresses and should not be using their personal ones. Also, the Parish Council should have their own laptop. The Clerk should not be using her own laptop where she has personal information on it as well. The Parish Clerk had emailed to all the Parish Councillors the information to make sure that the Parish council is GDPR compliant by 25<sup>th</sup> May 2018. She has drawn up a

Data Privacy Notice, a Retention of Information times, a date audit, a consent form and a breach of policy form. The Parish Council were happy with all of these documents and a resolution to accept them was made.

Clerk to find out about domains for email and prices for laptops.

**Action: Clerk**

Proposed: Cllr. Mauger      Seconded: Cllr. Biddle

Agreed unanimously.

### 3. Update on site meeting with Derek Davies:

The Clerk and Cllr. Mauger met Derek Davies, the new Highways Manager for Norton on Wednesday 2<sup>nd</sup> May to discuss getting Norton sub Hamdon on the annual gully cleaning list rather than the current four yearly one. The Clerk had also invited Andy Lambart (SCC Flooding Manager) to join the meeting. Mr Lambart explained to Mr Davies, the village's history regarding flooding and the reasons why he recommended that all the gullies should be on an annual clean and inspection. The Clerk and Cllr. Mauger then walked the length and breadth of the village showing Mr Davies areas which have blocked gullies and also pot holes that required filling. He was also shown the problems that have recently occurred on New Road with the drain up there and the running water.

Clerk to follow this up with Mr Davies.

**Action: Clerk**

### 4. Update on site meeting with Garry Warren – New Road parking – installation of yellow lines

The Clerk and Cllr. Mauger had a site meeting with Garry Warren (Highways Traffic Manager for SCC) on Wednesday 9<sup>th</sup> May. They discussed the requirement for double yellow lines along the new development site in New Road. Mr Warren informed us that there was very little chance of getting double yellow lines installed even though the school was directly opposite. He measured the road and said it was too narrow for people to park on both sides anyway so he felt that people wouldn't. He said that until we had evidence that people were doing this we could not apply for double yellows. However, we could get better lines put up alongside the entrance to the school. Mr Warren felt that zigzag lines should be painted to the entrance which would discourage illegal parking here at the junction. We also discussed with him the parking issues we have at the junction with Great Street and New Road and also the junction with Great Street and Higher Street. He felt very confident he could put lineage up on both of these junctions to deter people from parking here. The Parish Council agreed this was a good idea to get lines on both junctions (Great St to New Road and Higher Street to Great St) Mr Warren also reported that we were getting a white sign off the A356 showing that there was both a pub, shop and post office at Norton. Clerk to email Mr Warren about the lineage at the school and the requirement for lineage on both the junctions.

**Action: Clerk**

## **18/1279 PLANNING:**

### **18/1279/a Matters for report:**

Nothing to report

### **18/1279/b Decisions Notified:**

18/00932/FIL Chinkwell House , Little Norton – Erection of an Agricultural Building. APPROVED

18/00288/S73 Former Garden Centre site, New Road.- application to vary condition 02 on approved plans 14/04642/FUL. Revised drawings to accommodate minor alterations to window and door positions on plots, apart from plots 13-16 and plots 18-20 which have been amended to accommodate affordable housing provision. Alterations to external materials to provide a mixture of natural stone and render to plots 2,3,11,1 and 13-20 and render to garages. APPROVED

18/00529/FUL Willow Barn, Higher Street. Insertion of 3 windows to ground floor rooms. APPROVED

### **18/1279/c Applications for consideration.**

18/01119/FUL – Arks Edge, Higher Street. The erection of a replacement conservatory. The Parish Council had no objections to this.

18/01152/FUL – Cartbridge, Little Street. Erection of a 6 bay garage:

The Parish Council discussed this planning application in great detail at the May Parish Council Meeting.

Overall two Parish Councillors had no objection with this proposal and five Parish Councillors objected to the height and size. The following points were raised.

- One Parish Councillor had no objections to this at all and liked the overall design.
- Another Parish Councillor had no objection to the overall design but still felt it is very big and questioned the requirement for 6 bays. This Parish Councillor stated that they would prefer it not quite as high but felt the roof style was more in keeping.

- The other five Parish Councillors still felt the roof is too high and the building too big. They questioned the necessity to have the building this size. There was also concern on the affect it would have on the neighbour and the proximity to the river and footpath.

**18/1280 FINANCE:**

**18/1280/a Matters for report:**

The Clerk reported that the audit had now been completed and was discussed at the Annual Parish Council meeting. The return would now be sent to the external auditors.

**18/1280/b Matters for resolution**

Annual Playground Inspection offer and Playground Risk Assessment Service – price from SSDC

The Parish Council made a resolution to accept this for the 2018/19 year

**Action: Clerk**

Proposed: Cllr. Maunder

Seconded: Cllr. More

Agreed unanimously.

**18/1280/c Cheques Payable**

Louise Brooks	Salary & Allowances – April	£	320.70	chq no: 1363
Somerset Landscapes	Grounds Maintenance Jan-March	£	106.38	chq no: 1364
Key Contractors	Tarmac Repairs to the Parish Council/hall carpark	£	252.00	chq no: 1365
Zurich Insurance	Annual Insurance policy	£	568.23	chq no: 1366
NSH Village Hall	Set of security keys for Clerk	£	36.07	chq no: 1367
Glasdon UK Ltd	Dog Bin and Fixing	£	103.82	chq no: 1368
Down2Earth SW Ltd	Installation of Dog Bin	£	40.00	chq no: 1369
The Reading Room	Grant towards new flooring	£	200.00	chq no: 1370

Proposed: Cllr. Matraves

Seconded: Cllr. Campbell

Agree unanimously.

**18/1281 VILLAGE HALL:**

Nothing to report

**18/1282 RECREATION GROUND:**

Nothing to report

**18/1283 CORRESPONDENCE:**

The Clerk reported that all correspondence had been emailed to all the Parish Councillors:

1. Letter from SSDC . The Clerk reported that she had now received a letter of conformation that The Lord Nelson had now been successfully registered as a village asset.
2. Electoral Changes SSDC

**18/1284 FOOTPATHS:**

Nothing to report

**18/1285 MEMBERS' REPORTS:**

Nothing to report

There being no further business the meeting closed at 8.45pm.

**The next meeting will be held on Monday 11<sup>th</sup> June at 7.30pm in the COMMITTEE ROOM, VILLAGE HALL**