

# ***BINEGAR PARISH COUNCIL***

Minutes of the meeting held on 4 March 2014 in the Memorial Hall at 7 30 pm

**Present:**

Philip Blatchford, Gus Halfhide, Richard Higgins (Chair), Cath Law, Jude Robbins, David Stone

**In attendance:** PCSO Nicola Housley

1	<p><b>Apologies for absence</b> There were no apologies for absence.</p>	
2	<p><b>Declarations of interests</b> There were no disclosures of interest from Councillors.</p>	
3	<p><b>Election of Chair</b> Philip proposed and Cath seconded that Richard be elected Chair. This was agreed unanimously.</p> <p>Richard expressed sadness that Gus had resigned but, on behalf of all, thanked Gus for leading the Council with skill, wisdom and dedication.</p> <p><b>Chair's remarks</b> The Chair stated that discussion on item 5.7 would be deferred to the end of the meeting.</p>	
4	<p><b>Minutes of the previous meeting</b> It was <b>RESOLVED</b> that the Minutes of the 4 February meeting be signed as a correct record.</p>	
5	<p><b>Matters arising from the Minutes of December 2013 and January 2014</b></p> <p><b>1 Cover for the Clerk's duties</b> (Min 5.1) The meeting agreed to continue the temporary arrangements for Clerk (Philip) and Responsible Financial Officer (Richard).</p> <p><b>2 Tree works</b> (Min 5.2) David stated that start to works at the Cemetery had continued to be deferred due to weather conditions.</p> <p><b>3 Council land at Emborough</b> (Min 5.3) Philip stated that two quotations for fencing had been received. It was agreed to accept the lower quotation and Philip was asked to proceed. David asked whether the sealed quotations should have been obtained for this order. It was noted that such quotations must be sought in the case of contracts.</p> <p>Philip also asked whether he should proceed with orders to treat the <i>Fallopia japonica</i>. David asked why eradication was required. Following discussion, the view formed was that the Council was obliged to prevent spread of the species to neighbours and on this basis, Philip was authorised to order two treatments.</p> <p><b>4 Community defibrillator (AED)</b> (Min 5.4) Cath thanked Councillors for their help and noted that cabinet was expected on Monday 11</p>	<p>DS</p> <p>PB</p> <p>PB</p>

<p>March allowing installation before the official handover. Cath stated that she had obtained a quote of £280+VAT for cardio-pulmonary resuscitation training and would gauge demand at the handover. It was agreed that Councillors would meet at the Hall at noon on March 15.</p>	
<p><b>5 Electrical supply to defibrillator and playing field</b> (Min 5.5) Gus reported that metered electricity supply had been made for the playing field and connections made ready for the defibrillator. He undertook to organise for Chris Bridges to complete the work. David confirmed that the Memorial Hall Management Committee were aware that these changes implied no additional costs for the Hall.</p>	GH
<p><b>6 Binegar Bottom</b> (Min 5.6) Philip stated that weather conditions had continued to prevent the re-erection of the byelaw sign and gate post replacement.</p>	PB
<p><b>7 Cemetery information for website</b> (Min 5.7) Gus stated that there were a number of points of principle that the Council needed to agree in order for him to create a final draft of a policy on burials. He noted that <i>Holy Trinity Churchyard</i> was formally 'closed'. David confirmed the understanding that the newer <i>Binegar Cemetery</i> was consecrated ground. David also confirmed possession of a bill of sale for the Cemetery land to the Council from the ecclesiastical authorities. He undertook to supply a copy to Gus.</p>	DS
<p>There was discussion on how a parishioner might obtain an exclusive right of burial and a burial plot. It was agreed to allow reservation of a right to be buried but not reservation of a specific plot. Purchase of the right and a plot and issue of the <i>Deed of Grant</i> would therefore take place at the first burial relating to the reservation.</p>	
<p>There was discussion on how many year a <i>Deed's</i> exclusive right to burial should last. Gus stated that current <i>Deeds</i> had no expiry date; that in law 100 years was the limit; but that many cemeteries offered <i>Deeds</i> for shorter periods. It was agreed the policy should include <i>Deeds</i> valid for 50 years. Gus also suggested that <i>Deeds</i> and all other forms be kept electronically rather than as filed papers and this was agreed.</p>	
<p>It was agreed that prices required review and Gus undertook to make recommendations.</p>	
<p>Gus was thanked for his work and the Council looked forward to receiving a second draft that would incorporate the above and other changes that reflect comments received from Councillors.</p>	
<p><b>8 Highways</b> (Min 5.8) <b><i>Requested works outstanding</i></b> Binegar Bottom/Roemead Lane re-erection of road sign (from Nov 13)</p>	PB
<p><b>9 Planning issues</b> <b><i>1 Wheelwright's Cottage enforcement issue</i></b> Gus reported that Mendip Council did not consider planning consent was required for the business carried on at the premises. <b><i>2 Emborough Grove</i></b> (Min 5.9.1) Richard stated that he had been invited to meet the owner about reinstating public access. <b><i>3 2013/2289 Proposed conversion of Binegar School to a single dwelling</i></b> It was noted that a decision was awaited. <b><i>4 2013/2360 Proposed erection of single dwelling by Holy Trinity Church</i></b> It was noted that Mendip's <i>Tree and Woodland Officer</i> had objected to the proposal on the ground of its potential deleterious effect on the Copper Beech. <b><i>5 2014/0038 Highcroft Quarry ground remodelling</i></b> It was noted that a decision was awaited.</p>	RH

6	<p><b>Local government reports</b> No reports were received.</p>	
7	<p><b>Police report</b> PCSO Nikki Housley reported an apparent abandoning of a van by Highcroft Quarry. She stated that the police had no powers to act but that Mendip District Council could be asked to give notice to remove the vehicle. Philip undertook to pursue this.</p> <p>Nikki reported the following incidents: 4/2 – tree down on A37; 11/2 – two males selling garden equipment from a van in Portway Lane; 27/2 – cows on A37. She added that there had been a spate of thefts from garden sheds recently.</p> <p>Councillors reported hearing gun shots from Highcroft Quarry. PCSO Housley advised reporting all such incidents at once.</p> <p>Philip reported suspicious activities of a driver in a white van. He was advised to obtain the registration mark and report the matter if it continued.</p>	<p>PB</p> <p>PB</p>
8	<p><b>Planning issues</b> No new planning applications had been received.</p>	
9	<p><b>Financial matters</b> <b>1 Insurance 2014-15</b> Gus stated that the Council had obtained cover for the three years 2013-16 but undertook to assess that the Council's insurance requirements were covered.</p> <p><b>2 Internal audit</b> Richard stated that he had been unable to contact the Council's auditor. Suggested alternatives were given that Richard undertook to pursue.</p> <p><b>3 Payments</b> It was <b>RESOLVED</b> to authorise the following payments:</p> <ol style="list-style-type: none"> <li>1. EDF Energy for electricity supply: £22.05</li> <li>2. Binegar Memorial Hall for Heart Start presentation: £40.00</li> <li>3. AED Locator (E.U.) Ltd for defibrillator cabinet: £1,404.00</li> <li>4. Richard Higgins for website and postal expenses: £95.54</li> </ol>	<p>GH</p> <p>RH</p>
10	<p><b>Employment of a Parish Clerk</b> Gus stated that he and Richard had met with <i>South West Councils</i> for advice on employment and recruitment issues. It was now possible to finalise the contract and other documents and then proceed with recruitment. He reported the advice that authority to appoint should be vested in the interview panel. Following discussion, this was agreed. It was also agreed that the interview panel would comprise Gus, Philip and Richard. Richard undertook to circulate the recruitment documents and Jude offered to assist with advertising.</p>	<p>RH</p>
11	<p><b>Annual Parish Meeting</b> The Council gave consideration to its yearly meeting with parishioners. Provided the Hall could be booked, it was agreed to move the date of the meeting to May 13. Following discussion, it was agreed to ask Brian Perry whether he would make a presentation.</p>	<p>RH</p> <p>RH</p>
12	<p><b>Events attended</b> David reported from a meeting of Binegar Memorial Hall that prices had been reviewed.</p>	

13	<b>Binegar Playing Fields Group</b> The Minutes of the meeting held on 11 February were received and noted.	
14	<b>Highways and rights of way</b> David indicated the location of potholes on Tellis Lane and Philip undertook to report these.	PB
15	<b>House style for agenda and minutes</b> Philip and Cath recommended that this policy be revised to ensure that, where agenda items are taken out of order, this is made clear in the minutes. Richard suggested adding a final bullet to paragraph 3.2 to read "Where the Chair takes items out of order, record this in Chair's remarks". Richard stated that he considered the policy covered the other recommendation from Philip and Cath that minutes record important decisions in enough detail. The Council <b>RESOLVED</b> to adopt the revision to this policy.	RH
15	<b>Correspondence</b> Philip reported an invitation to the Council to join the <i>Campaign for the Preservation of Rural England</i> . Following discussion, it was agreed to pass over the opportunity.  Philip reported an email from Lin Emery of Hollow Hole Farm requesting that Council take action to prevent cars from driving on The Batch. Following discussion, it was agreed to monitor the situation and Philip undertook to reply to Lin.  Gus reported a letter requesting interment of cremated remains in an occupied grave. Following discussion, it was agreed to grant permission on payment of the published interment fee. It was noted that Philip had received a similar request which was agreed on the same terms.	PB  GH PB
16	<b>Items for the next or future agenda</b> None were listed.	
20	<b>Date and time of next meeting</b> It was agreed to meet at Binegar Memorial Hall on 1 April 2014 at 7 30 pm.	

The Chair closed the meeting at 9 26 pm.