**Norton Fitzwarren Parish Council**

**Minutes of the meeting of the Parish Council held on Monday 5th September, 2016 in the village**

**hall.**

**Present:**  Cllrs. Paula Knott, Vice Chair, Mike Palmer, Nita Wyatt, Jean Adkins, Paula Clinchant,

 Trevor Battle and Adrian Jones. Cllr. Joyce Parsons has resigned due to health reasons.

 Clerk: Janet Gobey.

Also present: County Cllr. Mike Rigby, District Councillor Andy Sully, Phil Bareham, PPLO, Don Wyatt, Chairman, Village Hall Committee and four members of the public.

The meeting started at 7.03pm with open discussion for the public, Vice Chair Paula Knott took the chair as the Chairman was absent, matters raised were:

1. Updates from Don Wyatt: The Youth Club will not be re-starting until the end of October. Brock House will be completed in September but the nursery will not be moving back to

Brock House until after October half term.

1. The exit from the Exerscape equipment cannot be seen from the track and is a potential

safety hazard for children.

**1.09.16 Apologies for absence**

The Chairman, Ken Hayward is away on holiday.

**2.09.16 Declarations of Interest**

Nita Wyatt declared a personal interest in item 7(a).

 Trevor Battle, Paula Knott and Paula Clinchant declared a personal interest in item

 7(c).

**3.09.16 To approve the minutes of the meetings held on the 4th and 20th July, 2016.**

The minutes were approved and signed by the Chairman.

**4.09.16 Police Matters**

The report from PCSO Emma Carter has been circulated to Councillors –

 discussed but nothing to report back.

**5.09.16 To consider purchase of Vehicle Activated Sign for Pen Elm.**

The Chair read the email from County Cllr.Mike Rigby, after consideration

 Mike Palmer proposed that the Parish Council purchase a sign for Pen Elm although

 it has to be positioned within guidelines from Highways. Seconded Trevor Battle,

 carried. Cllr. Mike Rigby will request that the speed camera at Pen Elm is turned

 back on.

 It was agreed to take item 10. Reports (a) SCC next as Cllr. Rigby has to leave early.

**10.9.16 Reports: (a) SCC from Cllr. Rigby.**

The relief road through the old cider site is now open and will relieve some traffic

 through the village.

 Low broadband speed is still an issue in some parts of the village.

 There have been several accidents on the Milverton Road, a review of speed limits

has been requested by Mike Rigby.

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**6.09.16 To consider estimate and location of the new village signs on the B3227.**

An estimate of between £800 and £1,200 has been received from Somerset

 Highways. Council agreed the proposed site of the new sign at Cross Keys, but also

 agreed to request that the sign for the Milverton end of the village to be placed

 further back beyond the bridge. Proposed Jean Adkins that a sum of up to £1,200 is

 agreed for the new signs, seconded Mike Palmer, agreed unanimously.

**7.09.16 Planning: (a)**

25/16/0013/LB Partial demolition of boundary walls at “Loxley”, B3227.

 No comment.

 25/16/0015 External alterations and extensions to various buildings at Norton

 Manor Camp – no comment.

 (b) Applications received since issue of agenda – none received.

 (c) Approvals and refusals

 25/16/0011 2 additional classrooms, Norton Fitzwarren Primary School

 Extra staff parking, as requested by the Parish Council, has been specified in the

 application , the application has been approved by the Planning Committee.

**8.09.16 To consider purchase of litter or dog bin at junction of the footpath from**

 **Vilberie Close and the B3227.**

After consideration, Nita Wyatt proposed a litter bin is purchased for that location,

 seconded Jean Adkins, carried.

**9.09.16 Finance:**

 **(a) To formally adopt the 2016 edition of the Governance and Accountability**

 **Guide.**

Proposed Jean Adkins that Council adopt the 2016 Guide, seconded Paula

 Clinchant, unanimous. The Internal Auditor will be notified.

 **(b) Closure of audit for 2015/16.**

The Clerk advised Council that the audit had been concluded and there were no

 matters of concern raised by the External Auditor.

 **(c) Payments for approval and any subsequently received:**

TDBC printing for the Parish Council £80.94

 Wicksteeds, parts for play and exercise equipment £348.20

 Clerk’s salary and expenses £718.49

 HMRC £111.04

 Proposed Paula Clinchant to approve and pay the above, seconded Mike Palmer,

 carried.

**10.09.16 Reports:**

 **(b) TDBC** Report from Cllr. Andy Sully.

 A structural report is being carried out to assess how much the Hill Fort bridge

 will cost to repair. A survey will be carried out as to how much it is used.

 **(c) NFPFA**  The Chair read the email from Matt Bale, Taunton Deane regarding

 the new playing field. Asset Management will contact the land owners regarding

 access to the new field.

 8.42pm Cllr. Paula Clinchant left the meeting.

 **(d) Footpaths**

PPLO Phil Bareham read the report, the diversion around the solar farm has been

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 resolved and the footpath from Wick Lane to Cotford is finally open after

 several years. The footpath around the hill fort has still not been cut, Andy Sully

 will chase Deane DLO.

 **(e) Clerk**

 The Chairman Ken Hayward has volunteered to install the new parts for the play

 and exercise equipment.

 The work to Halse Water should be carried out this month.

 Investigations are ongoing regarding obtaining permission to install a solar lamp for

 the footpath through the churchyard.

**11.09.16 Correspondence**

As list provided by the Clerk – no discussion.

**12.09.16 Date, time and place of next meeting.**

Monday, 3rd October, 2016 at 7pm in the village hall.

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