

**AXBRIDGE TOWN COUNCIL**  
**DRAFT MINUTES OF THE MEETING OF AXBRIDGE TOWN COUNCIL HELD ON**  
**MONDAY 21<sup>ST</sup> JANUARY 2019 IN THE TOWN HALL, THE SQUARE, AXBRIDGE**

**Meeting commenced:** 7.30 p.m.

**Meeting concluded:** 9.28p.m.

Present: Councillors Wells (Mayor), Bridgeman, Browne, Corp, Ham, Kendall, Myerson, Page and Williams

Also in attendance: Mrs V Brice, Town Clerk together with District Councillor Scott, 2 members of the public and a member of the press (all for part of the meeting)

**139/18 Apologies for Absence**

**RESOLVED:** that apologies from Councillor de-Layen Vian (work commitment), Councillor How (family commitment) and Councillor Taylor (ill health) be received and approved.

**140/18 Minutes of the Council Meeting – 10<sup>th</sup> December 2018**

Members received the above minutes.

**RESOLVED:** that the minutes of the Council meeting held 10<sup>th</sup> December 2018 be approved as a correct record and be signed by the Chairman.

**141/18 Declarations of Interest and Applications for Dispensations**

Councillor Browne – declared a Disclosable Pecuniary Interest in relation to planning application 02/16/00030 (relating to the erection of up to 80 dwellings on land to the South of Houlgate Way) living close to the site and would leave the meeting should the application be considered (minute146/18(c) refers) and a personal interest in planning application 02/18/00039 (gas-powered standby plant on land to the South East of Townsend Farm) due to the distance from her property (minute146/18(d) refers).

Councillor Myerson – declared a Disclosable Pecuniary Interest in relation to planning application 02/16/00030 (relating to the erection of up to 80 dwellings on land to the South of Houlgate Way) living close to the site and would leave the meeting should the application be considered (minute 146/18(c) refers) and a personal interest in planning application 02/18/00039 (gas-powered standby plant on land to the South East of Townsend Farm) due to the distance from her property (minute146 /18(d) refers).

There were no applications for dispensations.

**142/18 Public Participation**

Mr McClay addressed the Council on the parking space outside the coop which could only accommodate small vehicles and the need for an electric charging point. These matters would be discussed by the Highways Advisory Group. He also raised concern regarding buses/coaches using the High Street. If the council was made aware of the coaches etc using this route, it would contact the companies concerned. Mrs Scott would be happy to liaise with members regarding the new town signs and associated funding. She also drew attention to the fireworks on New Year Eve, and their effect on livestock and dogs, and suggested that consideration be given to using quieter fireworks.

**143/18 Reports**

Police	The Clerk had circulated the latest crime update.
County Councillor Taylor	No report.
District Councillor Mrs Scott	She advised that the Local Plan was due to be adopted on 20 <sup>th</sup> February 2019 and drew attention to a council tax scam (Oyez)

**144/18 Outside Representative Reports**

Axbridge Community Partnership	The Partnership would meet next week.
Axbridge and District Museum Trust	A report had been circulated with the agenda updating on key matters. The request for volunteers would be included in Oyez
Cluster Group	Nothing to report.

Community Health and Well-being	The Mayor updated on proposals relating to the Dementia Friendly Initiative and community well-being (minutes 151(e) and 151(f) refer)
Neighbourhood Plan Group	The call for sites had concluded and the various chapters were being completed.
Pageant	An application for Charitable Status had been made. Work was progressing, with a view to holding an exhibition in the Town Hall before the summer.
Parish Path Liaison Officer	Nothing to report.
School Governor's Report	Members had received this report updating on the school and its activities.
Som. Assoc. of Local Councils	The Annual General Meeting had been held on 18 <sup>th</sup> December 2018.
Sports and Social Club	Father Christmas night had been a success and many positive comments received on the trees and lights. New Year's Eve celebrations had gone well. The Council thanked the Sports and Social Club for their hard work and A1 Gardening for raising funds shredding residents' trees
Town Trust	Nothing to report.
Other Representative Reports	<u>Axbridge Carnival</u> – Members received a copy of this report. The issue regarding the allocation of costs relating to the town hall and carnival lunch would be considered later in the meeting (minute 147/18 refers)

#### **145/18 Committee and Group membership and representatives on other bodies etc**

This would be further considered at the next meeting to give Councillor de-Layen Vian, in particular, the opportunity to join committees/groups as appropriate.

#### **146/18 Planning and Licences Committee**

##### **a) Minutes of the Planning and Licences Committee Meetings held on 7<sup>th</sup> January 2019 and update on the meeting held on 21<sup>st</sup> January 2019.**

Members received the minutes of the meeting held on 7<sup>th</sup> January 2019. The Chairman gave a brief update on the meeting held prior to Council. The Committee would respond with no observations on a householder prior approval application for an erection of an extension at Redstacks Cottage (provided it fell within the 'permitted development' criteria) and the felling of a tree at 36 High Street. The key items are set out below.

##### **b) Proposed Public Path Diversion Order AX1/12 (Station Road/Chestnut Avenue)**

This order proposed to divert part of the path running from Station Road through the houses in Chestnut Avenue, to the existing paved path (as walked on site). The path then continued across the open space at the cul-de-sac end of Chestnut Avenue (owned by the Town Council) and across the bottom of the churchyard. The Committee, and the Highways Advisory Group, had suggested that the entire section of this path (from Station Road to the left hand corner of the Churchyard) be stopped up instead. It was understood, however, that the legal procedure for stopping up a path was much more onerous than a diversion order.

**RESOLVED:** that Sedgemoor District Council be further advised that the Council has no objection to the diversion order but would wish to see the remainder of the path (which runs across the open space at the cul-de-sac end of Chestnut Avenue and across the bottom of the churchyard similarly diverted to the existing paved path (either by an extension to the order, or a new order if necessary)

##### **c) Outline Planning Application 02/16/00030 - Land to the South of, Houlgate Way, Axbridge**

No further update.

##### **d) Planning Application 02/18/00039/CAN Development of Gas-Powered Standby Power Plant on land to the South East of Townsend Farm, Prowses Lane, Townsend**

The application has been withdrawn.

##### **e) Outline Planning Application 02/18/00022 Mendip View, Cheddar Road, Axbridge**

No further update.

#### **f) Sedgemoor Local Plan Examination**

The Inspectors Report on the Examination of the Local Plan was available. The Local Plan was due to be adopted by Sedgemoor District Council on 20<sup>th</sup> February 2019.

#### **g) Planning Applications:**

Application No. 17/18/00073/SH (significantly amended)

Application for Planning Permission

Applicant: Yeo Valley Farms and Holt Farms Ltd

Proposal: Outline application with some matters reserved for the demolition of existing buildings and erection of a mixed-use scheme comprising 100 residential units (Class C3), care/retirement facility (Class C3), extra care facility (Class C2), retail use (Class A1), nursery use (Class D1), business use (Class B1), and live/work units (Class C3/B1), with ancillary works including landscaping, access, parking and circulation space.

Location: Land to the North of, Axbridge Road, Cheddar, Somerset, BS27

Representatives of the agent and applicant had met with members prior to Council to outline the works proposed to address the highways/traffic concerns raised. Members thanked the representatives for their time and welcomed the information provided to date. However, the concerns previously raised by the Council remained.

Application No. 02/18/00044/DT

Application for Full Planning Permission

Applicant: Mr & Mrs Sedgwick

Proposal: Retention of a single storey wooden lodge for residential use

Location: Redstacks, Bridgwater Road, Cross, Axbridge, BS26 2EA

**RESOLVED:** that Sedgemoor District Council be advised that Axbridge Town Council objects to the above mentioned application on the following grounds: Traffic Generation and road safety (A371 access); Effect on the landscape – (visibility, removal of trees); Compliance with national, regional and local planning policy and guidance (outside the development boundary); The impact upon the character and appearance of the area or street including the appropriateness of design, materials, landscaping (large structure, area of woodland/farmland); and Other environmental issues (no environmental surveys, hedgerows, bats etc) (the exact wording being delegated to the Clerk in consultation with members).

#### **147/18 Administration and Finance**

##### **a) Report of the Administration and Finance Advisory Group – January 2019**

Member received the report of the Group. The key items are set out below.

##### **b) Community Stall**

The council wished to use the stall in February and March to promote the Dementia Friendly initiative and to promote the opportunity for new councillors with the forthcoming May elections. The Cross to Axbridge Footpath Group would also like to share the stall in February. Volunteers were sought to man the stall, particularly to speak to individuals who may wish to learn more about the role of a councillor.

**RESOLVED:** that Councillor Wells put the stall up on 4<sup>th</sup> February 2019 and Councillor Ham help with the manning of the stall and take it down (all members and officers welcome to attend).

##### **c) Carnival Lunch**

It was proposed that, in future, the Council, meet the cost of half of the town hall hire and the hire of the kitchen to facilitate the carnival lunch. The other half of the cost of hire to be met by the Carnival Committee.

**RESOLVED:** that the allocation of costs be agreed accordingly.

##### **d) Website Launch and associated matters**

The Council had previously agreed to the launch of the website and a link had been made available to those responding. All members, who hadn't already done so, were asked to let

Councillor Corp have a brief summary of themselves and, if appropriate, a brief explanation of any committees/groups they chaired.

**e) Business Directory**

Members considered the proposed revisions to the conditions for businesses to be included on the website business directory. Councillor Corp had included the data registration form details in a web-form. Checks may be needed to ensure it adhered to Data Protection requirements.

**RESOLVED:** that the Business Directory conditions be agreed, as circulated, and the Clerk be delegated to finalise the registration form.

**f) Development Group**

Members needed to consider the best way forward to progress the capital projects listed. This matter would be discussed at the Administration and Finance Advisory Group.

**g) Standing Orders**

It was proposed that the remits of both the Axbridge Promotional Advisory Group and Axbridge Youth Partnership be withdrawn and removed from standing orders, being no longer required at the present time.

**RESOLVED:** that there two remits be removed accordingly.

**h) Christmas Trees and Fireworks**

Axbridge Sports and Social Community Association had spent £1,728 on Christmas trees this year and sought a donation from the Town Council. The budget for both a donation towards the Christmas trees and the fireworks for New Year's Eve was £1,750. Members wished to support the provision of the trees, which provided a lovely backdrop to the Christmas festivities. The Sports and Social Community Association would contribute towards the fireworks.

**RESOLVED:** that a donation of £1,728 be made to Axbridge Sports and Social Community Association to meet the cost of the Christmas trees.

**i) Financial Monthly Report and Payment of Invoices**

Members considered the report below, which included payments agreed during the meeting.

<b>Payments made since last meeting for ratification by Council</b>			
<b>Ref.</b>	<b>To</b>	<b>For</b>	<b>Value</b>
DC	Post Office	Postage	4.02
DC	Post Office	Postage	16.08
Chq	GB Sports & Leisure	Slide (previously agreed)	8523.60
Chq	Ticknells	Allotment gate and water trough	242.01
<b>Payments for authorisation by Council – January</b>			
Chq	Mrs V Brice	Reim of mileage and stationery	26.59
Chq	SCC Pension Fund	Pension Deficit (Jan)	72.00
Chq	Mr A Laken	Town maintenance contractor	195.00
Chq	LTSB Commercial Finance Ltd	Printing of Oyez - Dec	57.00
Chq	Fairlands School	Photocopying – Dec	38.99
Chq	Rapide System Supplies Ltd	Toner cartridge	67.14
Chq	GB Sports & Leisure	Furlong play equipment - climbing wall *	351.60
Chq	Axbridge PCC	Hire of Church rooms (replacement chq)	10.00
Chq	Information Commissioner	Data Protection fee	40.00
Chq	Sport and Social Community Association	Donation - Christmas trees	1728.00

<b>Direct Debits and Standing Orders to be paid next calendar month Jan/Feb</b>			
DD	Vodafone	Council telephone	12.87
DD	Plusnet	Broadband etc for office	28.20
DD	SSE Southern Electric **	Changing Rooms	31.00
DD	SSE Southern Electric	Public Conveniences Quarter 3	43.40
DD	Southern Electric	Electricity - street lights at Town Car Park (Dec)	5.15
DD	Eon	Electricity - street lights at Moorland Street (Dec)	5.20
DD	Sedgemoor District Council	Business rates (Public Con)	82.00
DD	Sedgemoor District Council	Business rates (Moorland St Car Park)	155.00
DD	Sedgemoor District Council	Business rates (Town Car Park)	151.00
DD	Sedgemoor District Council	Business rates (Office)	52.00
DD	Public Works Loan Board	Loan for purchase of carpark	5201.03
SO	Axbridge Parochial Charities	Office rent Quarter 4	600.00
	<b>TOTAL to be authorised</b>		<b>8,953.17</b>
	* subject to satisfactory receipt etc		
	** in credit by £125.25		

**RESOLVED:** that the expenditure detailed above be approved.

#### **148/18 Leisure and Recreation Advisory Group**

##### **a) Report of the Leisure and Recreation Advisory Group**

Members received the report updating on the play area and public conveniences. The Chairman referred to several matters *including the links on adventure trail and repairs to changing rooms tiles.*

##### **b) Play Area and Furlong Safety Check Log and Public Convenience Log**

Members received the above logs. The majority of comments had been addressed, where possible.

**RESOLVED:** that the Play Area and Furlong Safety Check Log and the Public Convenience Log for the period commencing 3<sup>rd</sup> December 2018 until the week commencing 24<sup>th</sup> December 2018 be approved and be signed by the Mayor.

##### **c) Public Conveniences – Refurbishment**

The Chairman advised that three quotes had been sought for the refurbishment of the public conveniences but only one contractor had submitted a quote. The works were detailed and members considered the quote to be a reasonable price for the works specified. Consideration could be given to retain and repainting the doors (rather than replacing), clarifying the number of hand sanitizer units needed, and whether to include a deep clean.

A £500 donation had been pledged by Bristol Airport and a fundraising event was planned. The remaining costs of the work could be met from the maintenance budget.

**RESOLVED:** that the Administration and Finance Group agree the final specification and seek a revised quote from that contractor, if appropriate, and the matter referred back to Council for final approval.

##### **d) Town Maintenance Contractor**

The Town Maintenance Contractor worked 13 hours in December. Approximately 5.5 hours had been spent erecting the gate at the allotments and strimming an allotment, 4 hours litter picking (furlong and car parks), 1.75 hours clearing gullies and reducing Chestnut Tree and 1.75 hours trimming the hedge on the furlong. He was also working on the step at the layby, the handrails and clearing the steps on Back Lane leading up to Station Building and the youth shelter base.

## **149/18 Highways Advisory Group**

### **a) Report of the Highways Advisory Group – January 2019**

Members received a report of the Highways Advisory Group meeting held on 7<sup>th</sup> January 2019. The key items are set out below. Further information would be sought in relation to the speed data collected from West Street/High Street.

### **b) Highways Winter Maintenance**

Somerset County Council had changed the criteria resulting in the main route through Axbridge being removed from the pre-cautionary route network. Following representations from the town council, the route would be reviewed next year and, this year, two dumpy bags of salt would be placed at either end of Town. Members noted that a bin originally sited near the junction of Horns Lane/Fennel Lane was either missing or had been moved further up the hill. In any event, the provision of a new bin in this location was proposed.

#### **RESOLVED:**

- 1) that the Council purchase a Victorian style grit bin (size to be confirmed) (400 litre bin – approximately £190 plus VAT) and this bin replace the green bin sited at West Street/High Street (opposite Horn's Lane), with that green bin being relocated to Fennel Lane/Horns Lane at Hillside;
- 2) that, if needed, the Clerk be authorised to purchase further grit to stock the new bin;
- 3) that the Clerk chase up the delivery of the dumpy bags and seek confirmation on the exact locations that would be suitable for salt bins at either end of the town, should the council need to pursue this option in future; and
- 4) that the Clerk writes to County Councillor Taylor and Mr Heapey MP to seek their support for the reinstatement of the main route through Axbridge on the pre-cautionary salting network.

### **c) Parish Path Consultation**

Members would meet after Council to complete this consultation.

**RESOLVED:** that the Clerk be delegated to respond to the public path consultation, following discussion with the Chairman of the Group and the Public Path Liaison Officer.

### **d) Highways Matters- none**

## **150/18 Cemeteries, Allotments and Open Spaces Group**

### **a) Cemeteries, Allotments and Open Spaces Group**

The next meeting of the group would be held on 23<sup>rd</sup> January 2019.

### **b) Works at the allotments**

The Chairman identified the proposed location of the water trough, which would require works to a bush/foliage.

**RESOLVED:** that the Town Maintenance Contractor carry out these works to install the water trough.

### **c) Open Spaces**

Crossmoor Drove – the Clerk was asked to contact Sedgemoor District Council to advise that there were broken branches on the trees which appeared to be from flailing.

Overgrown Hedge, Old Church Road – the Clerk would thank the occupier for cutting back the hedge.

Dead tree overhanging Axbridge Town Car Park – the Clerk would thank the owners for removing the tree.

## **151/18 Personnel and Protocol Committee**

### **a) Draft minutes of the meeting held on 7<sup>th</sup> January 2019**

Members received the minutes of the above-mentioned meeting. The key items are set out below. The Mayor outlined the arrangements for her Banquet to be held on Saturday 6<sup>th</sup> April 2019. Members were encouraged to make up tables of 8 or 10 guests.

### **b) Remit**

It was proposed that the remit be revised to enable the committee to deal with matters relating to general well-being, particularly dementia, within the town. A few minor revisions had been made to the wording/format.

**RESOLVED:** that the remit, as circulated, be approved and adopted.

### **c) Recruitment of New Councillors**

Members were encouraged to help man the stall at the Farmer's Markets in March and April to promote the recruitment of new councillors.

### **d) Community Well-being**

The Mayor proposed that a community event be held on Saturday 4<sup>th</sup> May 2019 to promote awareness of all the community and well-being groups/services/initiatives in the town and to encourage participation and volunteers. These groups could also be included on the website. The provision of tea and coffees could be arranged.

**RESOLVED:** that a community event be held accordingly, and that the Town Council meet the cost of the Town Hall hire and refreshments.

### **e) Dementia Friendly Town**

The Mayor updated members on this initiative. It was proposed that a public meeting be held on 25<sup>th</sup> February 2019 and then subsequently training be offered to businesses, and others, interested in becoming Dementia Friendly Organisations/Dementia Friends. Winscombe Hall Care Centre had prepared a flyer for inclusion in Oyez (the council may need to meet the printing costs, if necessary), and these flyers would be hand-delivered to businesses to encourage attendance and participation. The collection for the civic service would be donated to this initiative.

**RESOLVED:** that this initiative be progressed, starting with the public meeting on 25<sup>th</sup> February 2019.

### **f) Vacancy**

Mr Yusen had tendered his resignation as Town Bailiff. The vacancy would be included in Oyez.

**RESOLVED:** that the Council thank Mr Yusen for his hard work and commitment in this role.

**152/18 Emergency Plan** – this was being progressed.

## **153/18 Correspondence and Diary Dates**

Members noted the correspondence page and diary dates. Particular reference was made to Bristol Airport's Planning Application, Sedgemoor's Open Spaces, Sports and Recreation Study (which would be referred to Leisure and Recreation Group and advertised on the website and notice board) and a Somerset Water Pollution Article.

## **154/18 Items for Oyez**

Members considered any additional items for inclusion in Oyez. This would include reference to Speed Watch Volunteers, roles/vacancies available at the Museum, Business directory for the website, Highways Traffic Form, Trading Standards website link, Future Defibrillator Training and the Annual Assembly date (11<sup>th</sup> March). PCC Sue Mountstevens would be invited

to make a presentation at this meeting. The information on the Somerset West Lodging Scheme would not be included, following safeguarding concerns.

**155/17 Exclusion of Press and Public**

**RESOLVED:** that, in view of the confidential/special nature of the business about to be transacted which contains personal information about individuals, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.

**156/17 Confidential: Personnel and Protocol Committee – Civic and Young Person’s Awards**

Members considered this matter, noting the recommendation of the Committee to allocate one Civic Award (to the individual receiving five nominations) and two Young Person’s Awards to the individuals nominated. The Mayor would contact the recipients and consideration was given to the reading of citations. Reverend Tim Hawking would honour Jeremy Gall at this service, who had been instrumental in setting up this annual event to celebrate the Axbridge Community.

**RESOLVED:** that the Council makes one Civic Award and two Young Person’s Awards at the Civic Service to be held on Sunday 3<sup>rd</sup> March 2019 to the individuals receiving these nominations accordingly.

-----

Chairman

-----

Date