

**AXBRIDGE TOWN COUNCIL
DRAFT MINUTES OF THE MEETING OF AXBRIDGE TOWN COUNCIL HELD ON
MONDAY 18TH MARCH 2019 IN THE TOWN HALL, THE SQUARE, AXBRIDGE**

Meeting commenced: 7.30 p.m.

Meeting concluded: 9.12p.m.

Present: Councillors Wells (Mayor), Browne, Bridgeman, Corp (from minute 182/18), de-Layen Vian, Ham, Myerson, Page, Taylor and Williams

Also in attendance: Mrs V Brice, Town Clerk and Ms C Harris, Assistant to Town Clerk

A minute's silence was held in memory of Peter Yusen.

177/18 Apologies for Absence

County Councillor Taylor had submitted his apologies. The District Councillor report had not been included on the agenda, on this occasion, being in the purdah period for the elections.

RESOLVED: that apologies from Councillor Kendall (previous commitment) be received and approved.

178/18 Minutes of the Council Meeting – 18th February 2019

Members received the above minutes.

RESOLVED: that the minutes of the Council meeting held on 18th February 2019 be approved as a correct record and be signed by the Chairman.

179/18 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 (minute 184/18(b) 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 184/18(b) refers).

Councillor Taylor– 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 adjacent to the site and would leave the meeting should the application be considered (minute 184/18(b) refers).

There were no applications for dispensations.

180/18 Public Participation – no members of the public were present.

181/18 Reports

Police	The Clerk had circulated the latest crime update.
County Councillor Taylor	Nothing to report.

182/18 Outside Representative Reports

At this juncture, Councillor Corp joined the meeting.

Axbridge Community Partnership	The minutes of the recent meeting would be circulated to members. There was a commitment to use funds for the repair of the bike racks and plans to replace the signs on the picnic benches.
Axbridge and District Museum Trust	The Clerk would circulate the latest report. The Museum would open on 6th April with training on 23rd April and 27 th April. New custodians would be welcome!. School exhibits would take place in June and July.
Cluster Group	No meeting
Community Health and Well-being	The Mayor updated on the dementia training dates (Oyez) as follows:-

	<p>Saturday 27th April 10am -10.45am and 11.15am – 12 noon Mon 29th April 7.00pm -7.45pm and 8pm - 8.45pm Friday 10 May 2-2.45 and 3.15 – 4pm</p> <p>They would be held in either the room at the Doctor's Surgery or at the Town Hall (between 8 and 20 people per session).</p> <p>The Mayor's Club Fair would be held on Saturday 4th May 2019 (Oyez) and teas and coffee would be available, with proceeds to the Carnival.</p>
Neighbourhood Plan Group	The group had had a productive meeting and were writing up and formatting the chapters. Assistance from Sedgemoor District Council had been welcomed.
Pageant	A Pageant meeting was being held this evening. A Pageant 'launch' would take place in the Town Hall on Saturday 6th April 2019.
Parish Path Liaison Officer	A few branches had fallen down encroaching on the cycle-track and road which ran between Townsend and the Bypass. The Clerk would report this to Somerset Highways.
School Governor's Report	Nothing to report
Som. Assoc. of Local Councils	Nothing to report.
Sports and Social Club	Planning was underway for the Axbridge Fun Day which would be held on the Furlong on Saturday 13th July. Anyone with a musical talent wishing to participate should contact Pauline Ham (Oyez). A full report had been given to the Annual Assembly.
Town Trust	Nothing to report.
Other Representative Reports	None.

183/18 Committee and Group membership and representatives on other bodies etc

Given the proximity to the elections, all committee and group membership would be considered, as usual, at the Council meeting on 20th May 2019.

184/18 Planning and Licenses Committee

a) Affordable Housing consultation

The Affordable Housing Commission has issued a call for evidence regarding affordable housing. Responses were due by 21st March 2019. The District Councillor had also sought a definition of Affordable Housing, which would be forwarded to all councillors.

RESOLVED: that the Clerk be delegated to respond to this survey, if appropriate, in consultation with the Mayor

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

At this juncture, Councillors Browne, Myerson and Taylor, having declared a Disclosable Pecuniary Interest in this item, left the meeting.

The Clerk had written to Sedgemoor District Council, as agreed, expressing concern at the on-going delay in dealing with this application. The response from the planning officer had been made available to Councillors and would be published on the website, with a link in Oyez. The Mayor advised that the application for the development of a gas-powered standby generation facility and associated infrastructure had been received, to the South West of Townsend Farm, Prowses Lane (the other side of the chicken farm buildings). It was understood that this now fell within the parish of Compton Bishop. The Town Council would wish to consider this application, being an unusual application, close to the parish boundary and the planning officer had confirmed that the Council could respond after its next meeting on 15th April 2019. This application would be included on the agenda of the Council meeting, with the link to the planning application details being included in Oyez. Members of the public would have until 18th April 2019 to respond.

At this juncture, Councillors Brown, Myerson and Taylor re-joined the meeting.

c) Outline Planning Application 02/18/00022 Mendip View, Cheddar Road, Axbridge

No further update.

d) Planning Application 02/18/00044 Retention of Single Storey Wooden Lodge for Residential Use at Redstacks

This application was still under consideration by Sedgemoor District Council.

e) Planning Application

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

Sedgemoor District Council had re-consulted on this application which had been significantly amended.

RESOLVED: that Sedgemoor District Council be advised that Axbridge Town Council has considered the amended application but that its initial response sent on 18th September 2018 objecting to this application on the various highways/traffic grounds but welcoming the concept of the application still stands.

f) Next meeting

As well as the application for the standby gas generator facility, there was also an application relating to an extension at Redstacks Cottage. These applications would be included on the agenda of the Planning and Licences Committee meeting to be held on 1st April 2019.

185/18 Administration and Finance

a) Report of the Administration and Finance Advisory Group – March 2019

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

b) Community Council for Somerset

The Council did not subscribe to this organisation last year. Members noted the work of the organisation and did not feel it sufficiently beneficial to subscribe at the present time.

RESOLVED: that the Town Council do not subscribe to this organisation at the present time.

c) Community Stall

The council wished to use the stall in April to promote the Dementia Friendly initiative, the Club's Fair and the results of the election. It was also understood that the Men's Shed project would be promoted.

RESOLVED: that Councillor Bridgeman put the stall up/down on Saturday 6th April 2019.

d) Financial Monthly Report and Payment of Invoices

Members considered the report below including a recent invoice from Greenslades Grounds Maintenance. The list below incorporates all payments agreed during the meeting.

Payments made since last meeting for ratification by Council			
Ref.	To	For	Value
DC	Post Office	Postage	12.12
Chq	K. Routley	Refurbishment of Public Conveniences (prev agreed)	2500.00
Chq	Mr A Laken	Town Maintenance Contractor – Replacement chq	270.00
Chq	GB Sport & Leisure	Climbing Panel etc (as agreed)	351.66

Payments for authorisation by Council – March			
Chq	Mrs V Brice	Reim of Expenses inc stationary	34.38
Chq	Somerset CC Pension Fund*	Pension Deficit (Mar)	72.00
Chq	Mr A Laken	Town maintenance contractor	157.58
Chq	LTSB Commercial Finance Ltd	Printing of Oyez - (Feb)	57.00
Chq	Premier Trophies	Civic Award	37.50
Chq	Rapide System Supplies Ltd	Printer ink	308.16
Chq	Sedgemoor District Council**	Underlease of Furlong field - to be paid in April	165.00
Chq	Mr N Price	Reim. renewal of domain name for axbridgenp.co.uk (Axbridge neighbourhood plan)	12.00
Chq	AJ Products (UK) Ltd	Salt bin	214.80
Chq	Greenslades Grounds Maint.	Grass cutting - Furlong/pitches (Feb)	163.20
Chq	1 st Cheddar Guides***	Donation – serving refreshments at Civic Service	50.00
Chq	Axbridge Parochial Church Council***	Donation – towards costs etc Civic Service	50.00
Chq	Singing for the Brian***	Donation	100.00
Direct Debits and Standing Orders to be paid next calendar month March/April			
DD	Vodafone	Council telephone	15.50
DD	Plusnet	Broadband etc for office	28.20
DD	SSE Southern Electric	Changing Rooms	31.00
DD	Southern Electric	Electricity - street lights at Town Car Park (Feb)	5.00
DD	Eon	Electricity - street lights at Moorland Street (Feb)	5.80
DD	Sedgemoor District Council	Business rates (Town Car Park)	151.00
DD	Sedgemoor District Council	Business rates (Public Conveniences)	87.70
DD	Sedgemoor District Council	Business rates (Council Office Church Rooms)	57.18
DD	Sedgemoor District Council	Business rates (Church Road car park)	165.10
DD	Sedgemoor District Council	Business rates (Moorland Street car park)	177.05
	TOTAL to be authorised		1,145.15
* To be paid on receipt of invoice. **To be paid in April 2019 ***agreed subsequently in the meeting			

RESOLVED: that the expenditure detailed above be approved.

186/18 Leisure and Recreation Advisory Group

a) Report of the Leisure and Recreation Advisory Group

The Chairman advised that the works to refurbish the toilets had been arranged and, as there were issues with two the handwashing facilities, it would be sensible to replace all of the old hand washers with the new hand sanitisers at the same time. She would obtain a quote from the contractor. Members agreed that this would be an agenda item at the next meeting for either approval or ratification (in the event that it was necessary to progress the order to coincide with the works). Quotes for cleaning of the facility would also be obtained.

She updated members on the Men's Shed initiative and the potential siting on the furlong between the car park and the side of the garages. It would be ideal to extend the car park, as previously discussed, and place the shed facility on the hardstanding. Further meetings would be held to look at costing, design, permissions etc.

A meeting would also be held with the football clubs who would like to see an extension of the facilities and the Changing Rooms to incorporate a clubhouse room. This discussion was in the very early stages and, in any event, this would need to remain a community facility.

The Clerk updated members on the recent removal, and imminent replacement of, the litter bin outside of the Almshouse. It was also noted that a 20mph flag had removed from the High Street as it had come loose, causing a noise nuisance.

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

The Chairman referred to the logs in detail. Many of the issues raised would be resolved through the refurbishment of the public conveniences including the replacement of the hand washing facilities. The urinal facility would be checked. The fencing at the furlong was being considered

and the climbing frame panel had been replaced. The Chairman would check whether there was any outstanding concern with this equipment. The safety surfacing was being monitored and would need attention in the future .

Members wished to obtain a copy of the logs in advance of the meeting.

RESOLVED: that the Play Area and Furlong Safety Check Log and the Public Convenience Log for the period commencing 4th February 2019 until the week commencing 25th February 2019 be approved and be signed by the Mayor.

c) Town Maintenance Contractor

The Town Maintenance Contractor worked 10.5 hours in February. Approximately 6.5 hours had been spent litter picking on the Furlong and car parks on four occasions (inc. car park by Dr's surgery once, Houlgate Way once, steps by the Sea Cadet base once and in the Square on two occasions), 2.5 hours clearing gullies and clearing leaves from the car park, cemetery steps and path and 2.5 hours trimming hedges in the car parks and the Furlong. He had since cleaned the bus stops.

Members noted that the car park by the flats near the Doctor's Surgery was the responsibility of Sedgemoor District Council. The Clerk would contact Sedgemoor District Council to request that they carry out litter picking in this car park more frequently, in future.

187/18 Highways Advisory Group

a) Report of the Highways Advisory Group – March 2019

Members received a report of the Highways Advisory Group meeting held on 4th March 2019. The key items are set out below.

b) Townsend Junction

Members considered a proposal that the Council seek funding for a project to look at safety issues at Townsend.

The project document outlined the wishes of the Town Council to contract a qualified person or company to examine the highway safety problems at Townsend, Axbridge and produce a comprehensive report for Council. It was understood that this feasibility study could attract funding from the Hinkley Mitigation fund. The Axbridge Community Partnership may also be able to assist with funding and who to approach.

Members considered the draft proposal which set out the background to this junction, the problems being experienced and concerns in relation to pedestrian safety, cycleway/cyclist safety and vehicular users, safety. Members also considered that this area should be an attractive gateway into Axbridge, which should be taken into account when proposing improvements.

The Council supported this project, as this junction was a major area of concern, but also discussed the benefits, or otherwise, of extending the scheme to cover a wider area of Axbridge. There were a number of other areas/issues needing attention but this particular project needed to be manageable, was directly impacted by the quarry lorries and would need to be submitted in a timely fashion if it was to benefit from the funding.

RESOLVED:

- 1) that the Council continues to pursue this project, with the next stage being to finalise/amend the document to seek quotes for the work and to contact the Hinkley Point Mitigation Fund; and
- 2) that the Highways Advisory Group consider, at its next meeting, how the Council can best pursue a holistic approach to addressing issues of highways concern in Axbridge as a whole.

c) Highways Matters

Speedwatch volunteers – would shortly receiving training. Further volunteers welcome (Oyez).
Bin by Sea Cadets – the Chairman had raised this matter with the District Councillor to seek regular emptying of this facility.

Street lights – Engineers had visited Axbridge today to look at a number of outstanding light issues (including the lights that are on in The Square, St Marys and High Street, the missing bulb in light no. 14 at West Street and the lights which were not working in Station Road).

126 Sunday Bus –this seasonal bus would be operational from 31st March 2019.

New Bollard – this was due to be installed by the end of May. The Clerk would continue to monitor this.

Potholes – residents would be reminded how to report potholes (Oyez)

Footpath opposite the Crown – a member expressed concern at the state of this path. It had been reported a little while ago and Somerset County Council had not considered it a safety concern. The Clerk would raise this matter again.

Drivers turning right – drivers were reminded not to ‘cut corners’ and stay on the left hand side of the road when turning right into side roads etc

Yellow paint – yellow lines of paint had been marked out at Cross moor, Old Church Road and Houlgate Way but no further action had taken place.

Townsend ‘roundabout’ – this had been driven over by Berry’s Coaches vehicles. The Clerk was asked to contact them to seek the reinstatement of this corner of the verge.

Graffiti – This still remained on the bridge. Previous attempts to arrange for community service volunteers to remove the graffiti had not proved viable. The Clerk would contact Somerset County Council, who had this work on its list, to pursue its removal.

Verge in Old Church Road – it had been noted that recycling lorries had, in the past, been seen driving on this verge. Bollards had since been installed to prevent this.

Temporary Closure of Axbridge slip-road (into Townsend) – these works had been re-scheduled, with the closure now taking place from 29th March 2019 – 11th April 2019 for 10 days, (08:00-17:00hrs), excluding the weekends (Oyez).

188/18 Cemeteries, Allotments and Open Spaces Group

a) Cemeteries, Allotments and Open Spaces Group

The last meeting had been cancelled due to poor weather. The headstone safety inspection would now take place on Wednesday 20th March. The next meeting of the group would take place on 10th April 2019 at 11am.

b) Remit

It was proposed to alter the remit to refer to the land at Chestnut Avenue and the land known as Shortlands.

RESOLVED: that the remit, as amended, be adopted accordingly.

c) Allotment allocation

Several allotments would be vacated shortly and prospective tenants would be welcome (Oyez)

d) Open Spaces – nothing to report.

189/18 Personnel and Protocol Committee

a) Mayor’s Banquet

The Mayor’s Banquet would be held on Saturday 6th April 2019. Any members wishing to purchase tickets should contact the Mayor.

b) Young Person’s Awards Board

It was proposed that the title of the Civic Award notice board be amended to also refer to the Young Person’s Awards and the board be updated with the names of all recent award winners.

RESOLVED: that the board be updated accordingly.

c) Civic Service donations

The Mayor proposed that a £50 donation be made to both Cheddar Guides for their hard work in serving tea and cake at the Civic Service and Axbridge Parochial Church Council to thank them for their hard work and the printing of the order of service in particular.

RESOLVED: that a £50 donation be made to both groups accordingly.

d) Donation to Singing for the Brain

The Mayor advised that £407 had been collected at the Civic Service towards the Dementia Friendly initiative. She proposed that a donation of £100 from the collection be made to Singing for the Brain, a group which met in Axbridge, whose funding had recently been reduced. The Mayor would also hold a raffle at the Mayor's banquet. Should any funding remain once the Town became a Dementia Friendly Community, the Mayor would like to donate further funding to the group at that time.

It was understood that Somerset County Council had needed to cut the funding to this group and it was noted that County Councillor Taylor may have some grant funding available.

RESOLVED:

- 1) that a donation of £100 be made to the Singing for the Brain group; and
- 2) that County Councillor Taylor be asked to consider providing funding to the group to match the donation from the Mayor.

190/18 Nominations for Mayor and Deputy Mayor

The Chairman sought nominations for Mayor and Deputy Mayor for 2019/20. Councillor Wells nominated Councillor Browne as Mayor, which was duly seconded. No other nominations were received. Councillor Browne proposed Councillor Page as Deputy Mayor, which was duly seconded. On seeking any further nominations, Councillor Bridgwater expressed her wish to stand as Deputy Mayor, which was duly seconded.

In accordance with standing orders, a signed ballot was agreed and the candidates for Deputy Mayor were voted upon in accordance with recommended practice, with voting slips to be destroyed following the nomination result.

RESOLVED:

- 1) that Councillor Kate Browne be nominated as Mayor for 2018/19 (Councillor Wells and Councillor Williams); and
- 2) that Councillor Graham Page be nominated as Deputy Mayor for 2019/20 (Councillor Browne and Councillor Ham)

191/18 Emergency Plan – this was being progressed.

192/18 Calendar of Meetings

Members received the calendar of meeting. The school visit was being arranged, for inclusion in the calendar, and was likely to be a Wednesday afternoon in June or July 2019.

RESOLVED: that the calendar be approved accordingly.

193/18 Correspondence and Diary Dates

Members noted the correspondence page and diary dates. There would be a Leisure and Recreation meeting on 25th March at 6.30pm in The Lamb. The Clerk read out, at her request, a letter from Miss Nina Tyrrell thanking the Council for her award. The other award winners had also expressed their appreciation.

The Clerk also drew attention to a 'Bristol Water Stakeholder Consultation 2019'. Members did not feel it was appropriate to complete this survey having no stakeholder involvement with the company this year. The Clerk also advised that the Rural Services Network was calling on Government to produce a Rural Strategy.

194/18 Items for Oyez

Oyez would include reference to speedwatch volunteers, the Traffic Incident Form and how to report potholes. The link to Somerset Waste Partnership website would also be included reiterating that the plastic collection arrangements had not changed. The recycling leaflets would also be made available on the community stall.

195/18 Exclusion of Press and Public

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

196/18 Confidential: Personnel and Protocol Committee

a) Confidential: Town Bailiff

The Mayor updated on an application from a resident for the position of Town Bailiff. Members of the Committee had met with the applicant to discuss the role. If appointed, the Clerk would meet him so he could try on the robes and confirm his role at Mayor Making.

RESOLVED: that Mr Francis Ferguson be appointed as Town Bailiff and the Clerk contact him accordingly.

Chairman

Date