**SEVENHAMPTON PARISH COUNCIL**

**Draft minutes for the meeting held at Brockhampton Village Hall**

**on March 18th 2024 at 7.30pm**

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| --- | --- |
|  | **Welcome from Chair of Council** |
|  | **Council recorded the vacancy on the Council by remembering Bill Jenkin who had served the Council and the Village for many years, Council and members of the public recorded their thanks** |
|  | **Attendance recorded** as **Parish** **Councillors’ Lynne Jackson, Emma Lanfear**, **Harry** **Boyd**, **Gordon Day**, **Matthew Cain and** **Kathy Haig,** District Councillor Jeremy Theyer & 43 members of the public |
|  | **Apologies received, accepted & recorded from County Councillor Paul Hodgkinson** |
|  | **Declaration of Interest for matters on the agenda were invited**  **a) Woodleigh planning application declaration by Cllr Cain** |
|  | **Public Participation invited**  Members of the public were invited to speak to the Council  Comments on Woodleigh application was invited   * Update on objection already submitted to CDC by member of the public * Felling of trees and inaccurate statements made in the application highlighted * Setting a negative precedent for the village for 3 dwellings in back garden * Professional document commissioned by residents highlight inconsistencies in the CDC local plan/development plan and national planning framework * DS3 principal – Non principal settlement-disputed   Comments on Telecom Mast   * 60 objections noted * AONB area * Visual impact * Previous rejection of Mast in same location * Lack of publication of details * It is not a 5G mase but is a 4G mast * There is already an application and installation of a 4G mast * Height needed was disputed * Locations rejected rationale disputed * Owners of land will support the wishes of the public * Signal not causing concern enough to outweigh loss of visual benefit * One resident asked if there was an alternative site which would give benefit to those who have no/lack of signal * Other providers provide a good coverage * Previous application approved at a lower height after public concerns * EE/o2 and plus2 give good coverage * Tri-pod may not be needed and could be a pole * If “microwave dish” necessary was discussed * It is a false representation that there is no coverage in the village (“NOT SPOT” descriptor not accurate) * It is required that networks share and AONB are given the highest level of protection against masts * Planning permission in 2015 was installed in 2019 * Ofcom targets noted only being met by EE * PC are urged to reject with the strongest possible force   Any other comments -none  After the public session is closed at 20.01  The public were invited to remain and observe the remainder of the meeting |
|  | **Council considered planning application 24/00386/FUL – 3 dwellings at Woodleigh, Brockhampton**   * **Objections noted** * **Express objections and support all the objections already submitted** * **Principal or non-principal settlement query sent to CDC no response received** * **Going with the decisions on the Farthing application is neither a principal or non -principal settlement,** * **CDC planning policy not met** * **Brockhampton is DS4** * **No lighting /no pavements safety issues for pedestrians including school children** * **Lack of small affordable housing in the area noted but these are not affordable housing** * **Overcrowding of site**   **Cllr Cain abstained**  **5 Objections- 0bjection with comments to be submitted** |
|  | **Council considered planning application 24/00435/TELEC at Old allotments, Charlton Abbot Estate, The Quarry, Brockhampton**   * **Noting the above comments in the public session** * **2015 application went to planning committee and it was stated by the applicants (EE) at that time, that it would be available for other telecom companies** * **Latice Mast is not visually attractive and other designs are available** * **It was felt that the alternative sites were disingenuous** * **It was disputed if there was a need, and even if there was a need it could be covered by other Masts/service providers/technology**   **6 Councillors Object – comments agreed to be submitted** |
|  | **Council considered planning application 24/00313/FUL -replacement dwelling at Wychwood, Brockhampton**  **Council agreed – no comment** |
|  | **Council considered planning application 23/03700/FUL-replacement dwelling at Sennington House, Sevenhampton-already discussed – no comment** |
|  | **Council approved the Minutes of the previous Parish Council Meeting held on 15th January 2023** |
|  | **Council approved the financial reports as attached** |
|  | **Council accepted tender price submitted for grass cutting remains as current cost** |
|  | **Council approved the payment list as attached** |
|  | **Council noted update from County Councillor Hodgkinson has been distributed via email** |
|  | **Council received a verbal report from District Councillor Theyer**  **Concerns on item 18 were expressed** |
|  | **Council considered updates on Highway /PROW matters**   * **Temporary closure of restricted Byway KSE2 Sevenhampton** * **New Highways Manager – Anne Johns** |
|  | **Council discussed updates regarding the listing of the Craven Arms as an Asset of Community Value** |
|  | **Council considered other outstanding planning matters**   * **Clarification on catergorising Brockhampton as a non-principal settlement sought- no response received** * **Hay Barn at Nash noted** * **Greenhouse at Ashwood noted** * **Felling Ashtrees** |
|  | **Council considered the website and actions required** |
|  | **Council noted/considered correspondence received**   * **Telephone boxes in the parish (status and history** |
|  | **Council confirmed its next meeting is scheduled for 20th May 2024 at 7.00pm for AGM and 7.30pm for Parish Assembly** |
|  | **Meeting closed at 8.52** |

**SEVENHAMPTON PARISH COUNCIL**

**agreed minutes for the meeting held at Brockhampton Village Hall**

**on 15th January 2024 at 7.30pm**

|  |  |
| --- | --- |
|  | **Welcome from Chair of Council** |
|  | **Attendance recorded** as **Parish** **Councillors’ Lynne Jackson, Emma Lanfear**, **Harry** **Boyd**, **Gordon Day**, **Matthew Cain and** **Kathy Haig**, **County Councillor Paul Hodgkinson** & no members of the public |
|  | **Apologies received, accepted & recorded from Parish Councillor Bill Jenkin** District Councillor Jeremy Theyer did not attend |
|  | **Declaration of Interest for matters on the agenda were invited -none** |
|  | **Public Participation - none.** |
|  | **Council noted update from County Councillor Hodgkinson**  **“**No Crash” meeting feedback  A436 – works done between The Kilkenny and Severn Springs  A40 – water drainage works  Phone Mast pre-application noted  **Fix My Street**- for reporting direct to GCC  5% proposal for budget increase at GCC  Build Back Better grants to be spent before May 2025 |
|  | **Council noted updates on Highway matters**  **Potholes in the village**  A417 missing link update  Additional grit bin requested – location to be agreed by Highways- Cllr Jackson will organise purchase and “temporary storage” of grit. Highways to be asked to be topped up existing bins asap.  National speed limit sign at the cross road (Deer Park) is down on the grounds  Brockhampton sign is also not looking straight  Traffic light on the Andoversford junction has been twisted  Feedback from Bridleways consultation– will remain as existing |
|  | **Council considered any updates regarding the listing of the Craven Arms as an Asset of Community Value**  **The Council will seek a response to the outcome of the review request**  **Clerk has looked at public register of ACV via CDC website and confirms that the above is listed as having been registered as a ACV** |
|  | **Council considered outstanding planning matters**  **Other planning matters noted**   * 23/03700/FUL | Demolition of existing dwelling, stables and outbuildings and the erection of replacement dwelling with garage, annexe, swimming pool, pool house, landscaping and associated works | Sennington House Park Lane- no objection submitted under Clerk’s delegated authority. Cllr Jackson had registered her abstention and took no part in any discussion * CTIL 30072700 PLOVERS WOOD- pre application information re proposed new telecommunications installation from developers – no request for comments at this stage -noted   **Other Planning matters**   * **Brockhampton Park flat (internal alterations) -no comments** * **The grange – dormer – permitted** * **Spring Cottage – stone samples -permitted** * **Sundial – stone samples - ongoing** * **Tree work at the Old Post - permitted** |
|  | **Council noted no report received from District Councillor Theyer** |
|  | **Minutes of the previous Parish Council Meeting held on November 20th 2023 w**ere **approved** |
|  | **Council approved the financial reports as attached** |
|  | **Council approved the payment list as attached** |
|  | **Council considered the website and actions required- cfwd** |
|  | **Council considered email correspondence received** Telephone Boxes in Sevenhampton Parish (photographer)-noted  * Cleeve Hill Pylon development meeting at Whittington Hall 3pm-7.30pm – 30th January 2024-noted |
|  | **Council confirmed its next meeting is scheduled for March 18th 2024 at 7.30pm** |
|  | **Meeting closed at 20.30pm** |

Financial reports for March 24 meeting

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| payee | date | CHQ NO | transaction | CURRENT A/C balance |
|  |  |  |  | 14569.74 |
| cdc precept | 28/04/2023 | income | 6750.00 | 21319.74 |
| b holder | 28/04/2023 | so | -256.65 | 21063.09 |
| b holder | 28/05/2023 | so | -256.65 | 20806.44 |
| b holder | 28/06/2023 | so | -256.65 | 20549.79 |
| b holder | 28/07/2023 | so | -256.65 | 20293.14 |
| b holder | 28/08/2023 | so | -256.65 | 20036.49 |
| m lewis ( 5months) | 09/05/2023 | 105 | -475.00 | 19561.49 |
| domaine discounts | 03/05/2023 | 106 | -26.39 | 19535.10 |
| pata payroll | 09/05/2023 | 107 | -103.20 | 19431.90 |
| pata payroll 22/23 | 09/05/2023 | 108 | -45.00 | 19386.90 |
| gaptc | 09/05/2023 | 109 | -87.39 | 19299.51 |
| hmrc (a,m,j) | 03/05/2023 | 110 | -190.80 | 19108.71 |
| b holder | 09/05/2023 | 111 | -52.20 | 19056.51 |
| b holder | 09/05/2023 | 112 | -26.00 | 19030.51 |
| leeds b s | 12/05/2023 | 113 | -1000.00 | 18030.51 |
| telephone box signs | 15/05/2023 | 114 | -68.50 | 17962.01 |
| community first insurance | 12/05/2023 | 115 | -163.42 | 17798.59 |
| pata 22/23 pension | 23/05/2023 | 116 | -19.65 | 17778.94 |
| b holder | 13/07/2023 | 117 | -109.00 | 17669.94 |
| jubilee celebration | 05/06/2023 | 118 | -53.94 | 17616.00 |
| I selkirk | 11/07/2023 | 119 | -115.00 | 17501.00 |
| ico | 06/04/2023 | dd | -35.00 | 17466.00 |
| b holder to 31/10/23 | 12/09/2023 | 120 | -74.80 | 17391.20 |
| b holder | 30/09/2023 | so | -256.65 | 17134.55 |
| b holder | 31/10/2023 | so | -256.65 | 16877.90 |
| hmrc (a,s,o) | 31/10/2023 | 121 | -254.60 | 16623.30 |
| b holder expenses to 31/12/23 | 14/11/2023 | 122 | -81.00 | 16542.30 |
| cdc precept | 26/09/2023 | receipt | 2250.00 | 18792.30 |
| b holder | 30/11/2023 | so | -256.65 | 18535.65 |
| b holder backpay | 21/11/2023 | 124 | -183.80 | 18351.85 |
| m lewis december | 19/12/2023 | 125 | -100.00 | 18251.85 |
| l jackson discount domaine | 14/11/2023 | 123 | -119.99 | 18131.86 |
| pata uk | 04/01/2024 | 127 | -10.00 | 18121.86 |
| hmrc n d | 04/01/2024 | 128 | -172.40 | 17949.46 |
| b holder | 31/12/2023 | so | -256.65 | 17692.81 |
| b holder expenses/salary | 04/01/2024 | 126 | -77.00 | 17615.81 |
| b holder | 31/01/2024 | so | -256.65 | 17359.16 |
| b holder salary underpaid | 31/01/2024 | 129 | -44.00 | 17315.16 |
| council direct | 01/03/2024 | 130 | -15.50 | 17299.66 |
| stow agricultural | 09/02/2024 | 131 | -211.00 | 17088.66 |
| b holder | 28/02/2024 | so | -256.65 | 16832.01 |
| b holder | 28/03/2024 |  | -256.65 | 16575.36 |
| hmrc | 28/03/2024 | 132 | -205.80 | 16369.56 |
| b holder | 28/03/2024 | 133 | -121.00 | 16248.56 |

**Payment list approved**

|  |  |  |  |
| --- | --- | --- | --- |
| stow agricultural | 09/02/2024 | 131 | -211.00 |
| hmrc | 28/03/2024 | 132 | -205.80 |
| b holder salary/expenses -feb/march | 28/03/2024 | 133 | -121.00 |

**Reconciliations**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| BANK RECONCILATION |  |  |  |  | TOTAL INC |
| OPENING BANK BALANCE | 01/04/2023 |  |  | 14569.74 | deposit inc |
| EXPENDITURE FOR PERIOD |  |  | 7321.18 |  |  |
| INCOME FOR PERIOD |  |  | 9000.00 |  |  |
| NET EXPENDITURE |  |  |  | -1678.82 |  |
| BANK BALANCE AS ABOVE |  |  |  | 16248.56 | 0.00 |
|  |  |  |  |  |  |
| BAL PER S/M | 05/02/2024 |  |  | 17315.16 |  |
|  |  | 132 | -205.80 |  |  |
|  |  | so | -256.65 |  |  |
|  |  | so | -256.65 |  |  |
|  |  | 130 | -15.50 |  |  |
|  |  | 131 | -211.00 |  |  |
|  |  | 133 | -121.00 |  |  |
|  |  |  |  | -1066.60 |  |
| 12/03/2024 |  |  |  | 16248.56 | 0.00 |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| Leeds BS Deposit account | 14986.51 | 6.46 | 1000.00 | c/bal | 15992.97 |

**Reserves (for information)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Apr-21 |  | Apr-22 | 31/03/2023 |
| leeds bs | 12980 |  | 13980 | 15993 |
| general reseves | 4065 | under spends | 4974 | 5789 |
| Defib | 650 |  | 0 | 100 |
| contingency | 8160 | 1 year precept | 8160 | 8160 |
| CIL | 7 |  | 70 | 70 |
| BT phone boxes | 200 |  | 0 | 100 |
| grit bins | 150 |  | 250 | 350 |
| year end balance | 26212 |  | 27434 | 30562 |

**Payroll**

|  |  |  |  |
| --- | --- | --- | --- |
|  | hmrc | net salary | gross |
| cash book | 823.60 | 3295.40 | 4119.00 |
| pata | 823.60 | 3295.40 | 4119.00 |
| due | 0.00 | 0.00 | 0.00 |

**Expenses**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | May-23 | Jul-23 | sept | nov | jan |  | march |  |
| fuel | 10.8 | 21.6 | 21.60 | 21.6 | 21.6 |  | 21.6 |  |
| wfh (a) | 26 | 26 | 26.00 | 52 | 0 | part of s/o |  |  |
| postage | 6 | 6 | 8.00 | 8 | 8 |  | 8 |  |
| printing | 3.4 | 3.4 | 3.40 | 3.4 | 3.4 |  | 3.4 |  |
| year end | 6 | 26 |  |  |  |  |  |  |
| wfh (m) | 26 | 26 | 26.00 |  |  |  |  |  |
|  | 78.2 | 109 | 85.00 | 85 | 33.00 |  | 33 |  |
|  |  |  | 10.20 | 4 | 44 |  | 88 | feb/mrch |
|  | |  | 74.80 | 81 | 77.00 |  | 121 |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| budget to date | BUDGET | ACUTAL YEAR TO DATE | BALANCE AVAILABLE TO SPEND | still to be received | Agreed 24/25 |
| PRECEPT | 9000.00 | 9000 |  | 0 | 9500.00 |
| CIL |  | 0 |  |  |  |
| bank interest deposit account |  | 0 |  |  |  |
| inter account trans |  |  |  | 0 |  |
| wayleave | 21 | 0 |  |  |  |
| VAT to be reclaimed |  | 0 |  | 0 |  |
| other receipts |  | 0 |  |  |  |
| INCOME | 9021 | 9000 | 0 | 0 | 9500 |
| employment costs | 4000 | 4119 | -119 |  | 4300 |
| BT box | 100 | 0 | 100 |  | 100 |
| grit bins | 100 | 211 | -111 | reserves | 100 |
| hire of venue & village events | 200 | 0 | 200 | jubilee costs | 200 |
| admin/use of home | 500 | 553 | -53 |  | 500 |
| subscriptions | 225 | 103 | 122 |  | 225 |
| pata payroll | 250 | 178 | 72 |  | 200 |
| insurance | 480 | 163 | 317 |  | 480 |
| reserves to leeds | 1000 |  | 1000 |  | 1000 |
| S137 |  | 0 | 0 |  |  |
| DEF maintenance | 200 | 69 | 132 |  | 200 |
| grass cutting & tree maintenance | 750 | 575 | 175 |  | 750 |
| chairs allowance | 30 | 0 | 30 |  | 30 |
| councillors' expenses /travel | 100 | 0 | 100 |  | 100 |
| it costs | 350 | 147 | 203 |  | 350 |
| village dates & newsletters | 100 | 54 | 46 |  | 100 |
| audit fees | 120 | 115 | 5 |  | 150 |
| ico subs | 35 | 35 | 0 |  | 35 |
| election costs | 250 |  | 250 |  | 250 |
| balance to reserves |  |  |  |  | 430 |
| **Expenditure total for year** | 8790 | 6322 | 2468 |  | 9500 |
| contingency/balance | 231 | 2468 |  |  |  |
| to leeds reserve account |  | 1000 |  |  |  |
|  | 9021 | 9790 | -769 |  | 9500 |