



BRUSHFORD PARISH COUNCIL

Minutes of the Annual Parish Meeting of Brushford Parish Council held at the Parish Hall, Brushford on Tuesday, April 12th., 2016

15/001 PRESENT

The following attended the meeting:

Parish Councillors:	Mrs F Takel, Mr T Wilson, Mr M Godfrey, Mrs S Cookson, Mr J Clarke, Mrs J Sandiford
County & District Councillors in Attendance :	Mr N Thwaites, Mr B Heywood, Mrs F Nicholson
In the Chair:	Mr N Prouse
In Attendance:	Mr. C Knight, Clerk
Members of the Public :	3

15/002 ELECTION OF OFFICERS

15/002/01 Chair and Vice Chair

Mr N Prouse and Mrs F Takel were reelected Chair and Vice Chair respectively by a unanimous vote.

15/002/01 Councillor Responsibilities

It was agreed that the following responsibilities were to be taken on for the coming year:

Paths :	Councillor Godfrey
Police :	Councillor Wilson

Highways: Councillor Takel
ENPA : Councillor Cookson
Parish Hall : Councillor Prouse
Parish Church : Councillor Sandiford
Exmoor Panel : C Knight, Clerk

15/003 CHAIRMAN'S REPORT

The Chairman of the Parish Council reported to the meeting as follows:

Another year has passed (my favourite opening!) and the Parish has voiced opinions and I hope you feel that they have been represented. As always we aim to represent you all, and will welcome any parishioners who wish to attend our monthly meetings.

In the year ahead, we have new projects planned. The traffic calming scheme has been approved, and will hopefully reduce speeding which is a recurring problem with the village. When in place, it will provide a safer environment for pedestrians and road users.

I was very pleased when we were asked to help the parish bell ringers and be able to offer financial help towards a computerised bell ringing programme. This will enable them to practise silently whenever they wish.

There are plans for the Queens 90th birthday, which Barbara Wilson is organising. Jane Erith requested funds for the open garden scheme, to place planters in the village which again, we were pleased to help with.

These schemes, arranged and managed by parishioners add to the village, and are enjoyed by many of us. The hard work put in is greatly appreciated.

Ceri has moved on from running the Brushford Post, and I would like to thank her for her hard work. Clive Knight has agreed to keep the Post going, which is greatly appreciated. The Post is an excellent way to advertise and inform us of local news and events and I am grateful to Clive for offering to continue this bespoke newsletter.

The Parish Councillors are working hard to continue to represent you, and would all I'm sure welcome any suggestions or comments that you may have and will always forward them at our monthly meetings.

This is a short snapshot of a small number of schemes and initiatives that we have been able to assist with, please if you have any suggestions for more let us know.

I would like to thank the Councillors - Parish, District and County for their commitment over the last year, and for the tireless work offered by many Parishioners.

Many thanks and best wishes.

16/003 BRUSHFORD VOLUNTARY LIFTS

Mr Walford Gillison, Chairman of Brushford Voluntary Lifts subsequently reported as follows:

The Lifts group, in conjunction with similar groups within the County, had successfully fought off a planned cut in funding by County Council. Furthermore, funding has been secured for one year (2017) in case the planned cuts come to fruition at a later date.

The scheme continues to flourish and is well used by the community. However, volunteer drivers are always needed and appeals for volunteers continue to be made.

16/004 PARISH HALL REPORT

Unfortunately, there was no report from the Chair of the Parish Hall Committee.

16/005 CLOSURE OF THE MEETING

The meeting closed at 6.20 pm.

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N Prouse Chairman

10/05/16



BRUSHFORD PARISH COUNCIL

Minutes of the Meeting of Brushford Parish Council held at the Parish Hall, Brushford on Tuesday, April 12th., 2016

15/006 PRESENT

The following attended the meeting:

Parish Councillors:	Mrs F Takel, Mr T Wilson, Mr M Godfrey, Mrs S Cookson, Mr J Clarke, Mrs J Sandiford
County & District Councillors in Attendance :	Mr N Thwaites, Mr B Heywood, Mrs F Nicholson
In the Chair:	Mr N Prouse
In Attendance:	Mr. C Knight, Clerk
Members of the Public :	3

16/007 APOLOGIES FOR ABSENCE

There were no apologies for absence.

16/008 DECLARATIONS OF INTEREST

There were no declarations of interest.

16/009 APPROVAL OF THE MINUTES OF THE LAST MEETING

The Minutes of the last meeting held on March 8th., were approved as a true record and duly signed by the Chairman.

16/010 DEFERMENT OF BUSINESS

16/010/01 Traffic Calming Proposals

Mrs Jane Lindsay attended the meeting to express her concerns over the planned traffic calming scheme as follows:

- Despite having received a consultation letter from Somerset County Council, the Parish Council had not contacted her
- Her belief that the scheme would mean a restriction in the road width
- Her low level of confidence that the scheme would, in fact, reduce speeds

The Chairman explained that there were no plans to narrow the road and that the scheme had been developed to alleviate a very real speeding problem in the village. While he was sorry that Mrs Lindsay felt excluded by not being approached personally by the Parish Council, he pointed out that the consultation letter sent out in January should have been responded to by residents.

16/011 FINANCIAL REPORT

16/011/01 Payment Authorisation

The following due payments were tabled and approved for payment:

PAYEE	INVOICE NO.	EXPENSE	NET	VAT	GROSS	CHEQUE NUMBER
Amherst & Shapland		Clerk's Wages	£364.94		£364.94	
		Amherst & Shapland monthly fee	£12.50	£2.50	£15.00	
		Clerk Wages and Administration	£377.44	£2.50	£379.94	NATWEST 000376
P Takel		Grass Cuts x 1	£70.00		£70.00	NATWEST 000377
West Somerset Council		Jubilee Gardens Annual Rent	£25.00		£25.00	NATWEST 000378
Brushford Parish Hall		Carnarvon Room Rent : 12 months	£180.50		£180.50	NATWEST 000379
TOTAL			£652.94	£2.50	£655.44	

16/011/02 CPRE Membership

It was agreed that the Council should join the CPRE as it could be of considerable help in planning matters in the future.

16/011/03 Parish OnLine

It was agreed that, after testing this application, that the Council should proceed to use the system.

16/012 TRAFFIC CALMING SCHEME

It was agreed that Councillor Nicholson would follow-up on the current timing of this scheme and report to Council.

16/013 FINGER POST RESTORATION

The Clerk reported on his attendance at the recent workshop at the ENPA.

As the ENPA was pursuing the opportunities resented by a (blanket) grant application to fund the scheme, it was agreed to wait for further news as the scheme progresses.

It was pointed out that there are two are finger posts (at Iron Post and Twelve Acre Post) which should be included in the Brushford analysis.

16/014 EXEBRIDGE FLOOD PLAN

Councillor Nicholson recommended that the following additional organisations should be contacted for possible grant funding:

- Theresa Bridgman Somerset County Council
- The SCC Civil Contingencies Unit
- Somerset Rivers Authority

16/015 HM QUEEN'S 90TH BIRTHDAY CELEBRATIONS

Councillor Wilson reported as follows on behalf of Mrs Wilson for the Brushford Activity Group:

- The Beacon lighting would not go ahead due to weather and mid-week timing
- The Children's Disco will be held in the Parish Hall on 11/06/16
- The Picnic is to proceed on 12/06/16

It was agreed that relevant Risk Assessments are to be drawn up.

A quotation of £6.00 for a commemorative plate had been secured. BAG to establish numbers for the next meeting.

16/016 REPORTS FROM COUNCILLORS

Councillor Nicholson reported that financial constraints continue to apply in all County operations.

16/017 DATE OF NEXT MEETING

The next Parish Council Meeting will be held on Tuesday, May 10th at 6.30pm in the Parish Hall.

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N Prouse Chairman

10/05/16



BRUSHFORD PARISH COUNCIL

Minutes of the Meeting of Brushford Parish Council held at the Parish Hall, Brushford on Tuesday, May 10th., 2016

15/018 PRESENT

The following attended the meeting:

Parish Councillors:	Mrs F Takel, Mr T Wilson, Mr M Godfrey, Mrs S Cookson, Mrs J Sandiford
County & District Councillors in Attendance :	Mr N Thwaites, Mr B Heywood,
In the Chair:	Mr N Prouse
In Attendance:	Mr. C Knight, Clerk
Members of the Public :	1

16/019 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Nicholson and Clark e

16/0020 DECLARATIONS OF INTEREST

There were no declarations of interest.

16/021 APPROVAL OF THE MINUTES OF THE LAST MEETING

The Minutes of the meetings held on April 12th., were approved as a true record and duly signed by the Chairman.

16/022 DEFERMENT OF BUSINESS

16/022/01 Queen's 90th Birthday Celebrations

Barbara Wilson reported on the plans to celebrate the Queen's 90th Birthday as follows:

- The designs for the commemorative plate have been finalised
- The cost of the above might be covered by the grant application being made by the Open Gardens group. If not, it was agreed that the costs would be shared between BAG and BPC.
- Pot holes and cracks have appeared in the Jubilee Gardens court and present a possible trip/fall hazard. As a result, the court has been closed. A ROSPA Inspection is to be carried out and this is fixed for June 30th.
- Bearing in mind the possible need for a major grant in the event that the court needs an upgrade, it was suggested that Sport England may be a good funding source.

16/023 FINANCIAL REPORT

16/023/01 Payment Authorisation

The following due payments ere approved and cheques signed:

PAYEE	INVOICE NO.	EXPENSE	NET	VAT	GROSS	CHEQUE NUMBER
Amherst & Shapland		Clerk's Wages	£364.94		£364.94	
		Amherst & Shapland monthly fee	£12.50	£2.50	£15.00	
		Clerk Wages and Administration	£377.44	£2.50	£379.94	NATWEST 000380
P Takel		2 Grass Cuts @ £70 + Other strimming @ £10	£150.00		£150.00	NATWEST 000381
Came & Company		Annual Insurance Cover	£307.95		£307.95	NATWEST 000382
Exmoor Community Bus		29 March Trip 67 miles @ 0.71	£47.57		£47.57	NATWEST 000383
SALC		Annual Affiliation Fees	139.01		139.01	NATWEST 000384

PAYEE	INVOICE NO.	EXPENSE	NET	VAT	GROSS	CHEQUE NUMBER
Printing at the Vicarage		Brushford Post	£84.93		£84.93	NATWEST 000385
TOTAL			£1106.90	£2.50	£1109.40	

16/023/02 Insurance Premium Long Term Arrangement (3 Years)=

The tabled offer of a 3 year "fix" in the annual premium was questioned. Clerk is to investigate.

16/023/03 CPRE Membership

It was noted that the CPRE has only individual public membership - no corporate membership is available. It was suggested that Councillor Clarke's membership might cover this. Councillor Clarke's approval is to be sought.

16/024 PARISH MAINTENANCE

16/024/01 Village Name Signs

It was reported that the cost of installation of a new village sign at the west end of the village (near River Brocky bridge) would not be included in the Traffic Calming Scheme and that a fee of £270.19 would be payable. It was agreed that the Parish Council would meet this additional cost. A cheque will be raised at the next meeting.

16/025 PARISH WELFARE

16/026/01 Parish Post

The Clerk has now taken on the publication of this newsletter. It was suggested that this should now move to a colour print at an approximate additional cost of £80 per issue. It was agreed that the Clerk should secure a quote.

16/026/02 Queen's 90th Birthday Celebrations

The following events are planned to take place during the week of June 11th and 12th:

- Art Trail (linked to Open Gardens)
- Brushford Open Gardens
- Disco
- Picnic in the Park

- Dedication at Church
- Presentation of commemorative plates

16/026 PLANNING MATTERS

16/026/01 Recent Application for Bramblehurst, Exebridge

It was noted that the applicant had recently applied to have some of the restrictions on the granted application removed, but that the Parish Council had not been thus advised. District Councillors are to investigate.

It was also noted that the property has now been sold and thus the planned works may not proceed.

16.026.012 WSC Planning Guidelines

Councillors Heywood and Thwaites had reported that WSC is to carry out Planning Work shops with Parish Councils in order to clarify Parish roles in planning matters. They are to update the Parish Council on progress.

16/027 REPORTS FROM COUNCILLORS

16/027/01 Dulverton Town Council

Councillor Thwaites reported that the Annual Meeting of the Dulverton Town Council is to take place on May 11th.

16/028 DATE OF NEXT MEETING

The next Parish Council meeting is to take place on Tuesday, June 14th at 6.30pm.

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N Prouse Chairman

12/06/16



BRUSHFORD PARISH COUNCIL

Minutes of the Meeting of Brushford Parish Council held at the Parish Hall, Brushford on Tuesday, June 14th., 2016

15/029 PRESENT

The following attended the meeting:

Parish Councillors:	Mrs F Takel, Mrs S Cookson, Mrs J Sandiford
County & District Councillors in Attendance :	Mr N Thwaites, Mr B Heywood, Mrs F Nicholson
In the Chair:	Mr N Prouse
In Attendance:	Mr. C Knight, Clerk
Members of the Public :	3

16/030 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Godfrey, Wilson and Clarke.

16/0031 DECLARATIONS OF INTEREST

Councillor Takel declared an interest in the Grounds Maintenance Tender and took no part in the discussion on the subject.

16/032 APPROVAL OF THE MINUTES OF THE LAST MEETING

The Minutes of the meeting held on April 12th., were approved as a true record and duly signed by the Chairman.

16/033 DEFERMENT OF BUSINESS

16/033/01 Mrs Ceri Keene

Ceri Keene reported that the arrangements for the Open Gardens Day and the Flower Festival were in hand and set to take place on the weekend of June 25/26th. She reminded the meeting that the sign for the Church had still not been placed securely. Councillor Takel reported that fittings were awaited from WSC.

16/033/02 Ms Jane Erith

Jane Erith reported that the tubs funded by the Council were now in place and planted up and requested that the paths in the village be tidied up in time for the Open Gardens Day, of which there were now 14 gardens participating. The Community Bus has been organised to provide a shuttle service from Dulverton throughout the day.

16/033/03 Mrs Barbara Wilson

Barbara Wilson reported that the response the Activity Group's hard work to provide activities for the Queen's 90th Birthday had been met with a very poor response from the community. Only 4 families attended the Saturday Night Disco and few attending the Picnic on the Sunday (which had been held in the Parish Hall due to rain), as a result of which only 8 Commemorative Plates were given out (from the planned 50). As a result, Mrs Wilson announced her withdrawal from running the Brushford Activity Group.

The Chairman expressed his sadness at Mrs Wilson's decision and thanked her for all her hard work over the past 16 years. Jane Erith also paid tribute to Mrs Wilson and thanked her for all her unstinting work and sterling contribution to the community.

16/033/04 Mr Godfrey Knock

Godfrey Knock reported that the Exmoor Community Bus has been particularly busy, as noted by the following:

- 54 New Members
- Plans for an event each month - Seaton Tramway was visited this month
- Establishment of a new, dedicated website at www.exmoorcommunitybus.co.uk
- Now have 19 volunteer drivers (but could always use more)
- A regular service to Minehead on Thursdays is now in operation

16/034 FINANCIAL REPORT

16/034/01 Payment Authorisation

The following payments were approved and cheques signed:

PAYEE	INVOICE NO.	EXPENSE	NET	VAT	GROSS	CHEQUE NUMBER
Amherst & Shapland		Clerk's Wages	£364.94		£364.94	
		Amherst & Shapland monthly fee	£12.50	£2.50	£15.00	
		Clerk Wages and Administration	£377.44	£2.50	£379.94	NATWEST 000386
		CANCELLED				NATWEST 000387
C Knight		Expenses Mar/Apr/May	£165.69	£15.84	£181.53	NATWEST 000388
P Takel		2 Grass Cuts @ £70 + 2 strimming @ £10	£160.00		£160.00	NATWEST 000389
T Wilson		Expenses for 90th Birthday Celebrations	£100.00		£100.00	NATWEST 000390
Somerset County Council		Cost of new Village Sign (Brushford West)	£270.19		£270.19	NATWEST 000391
TOTAL			£1073.32	£18.34	£1091.66	

16/034/02 Tender for Grounds Maintenance

Only one tender had been received from Mr Takel as follows:

Cut and strip lawns @ Jubilee Gardens & Station Road	£70.00 per cut
Maintenance as needed	£10.00 per hour
Road gritting as needed using own tractor	£25.00 per time

It was noted that the above represents a "no change" position from current charges.

It was decided to proceed with Mr Takel's tender.

16/035 TRAFFIC CALMING SCHEME

There was currently no news on this project.

16/036 PARISH MAINTENANCE**16/036/01 New Village Sign At West End**

It was formally agreed that the Council would fund the cost of a new Village Sign at the west end of the village, totalling £270.19

16/036/02 ROSPA Inspection

It was confirmed that the ROSPA inspection of the play court and Jubilee Gardens would be carried out on June 29th. The court will be opened for this and then closed until results of the inspection are known.

16/037 EXEBRIDGE FLOOD PLAN

South West Water have tentatively suggested that the site for a new shed to house sandbags as part of the Flood Plan might be available at the pumping station on Exebridge Industrial Estate. A meeting is to be set up with SWW to discuss further.

During discussion, it was agreed that the Clerk would seek professional advice on sandbag types, of which a minimum of 50 were deemed necessary.

It was also agreed that we should involve Morebath Parish Council in the project.

16/038 PARISH EVENTS

This item was covered during Deferment of Business. (See Minute No.16/033 above)

16/039 PLANNING**16/039/01 WSC Local Plan**

The Council had been advised on changes to the Local Plan, following submission. These changes were considered to be very small in nature, but were noted that restrictions on the size of developments was changed from 10% (absolute) to Approximately 10%.

16/039/02 Planning Guidelines

It was noted that these are being tested in other areas of West Somerset and will eventually involve Brushford and other Parish Councils.

16/039/03 Appeal to Planning Application No.3/04/15/004 : Ellersdown Lane Development

The meeting noted that this application has gone to Appeal.

Councillor Thwaites outlined the sequence of events in this regard as follows:

- Inspector Appointment.
- WSC will ask for comments and involve the Parish Council.
- The Parish Council will have to consider and respond in the normal way.

Detailed information will be confirmed.

16/039/03 Application No. 3/04/16/002, Bramblehurst, Exebridge

It was noted that there have been changes in the conditions applied to this application, but that the Parish Council had not been advised. Clerk to follow up with the Planning Department.

16/040 ATTENDED MEETINGS

Councillor Prouse reported his attendance at the recent Parish Hall meeting, the key points were as follows:

- Committee is making good headway
- Financial control is much in hand and finances are improving steadily
- A number of fund-raising events are in hand to take place over the coming months.

16/041 REPORTS FROM COUNCILLORS

16/041/01 Finger Posts

Councillor Nicholson reported as follows:

- The Lottery Fund bid is being undertaken
- Some parishes were being successful in scrubbing clean some of the finger posts
- Other parishes were carrying out maintenance themselves.

In the light of the above, Councillor Prouse offered to refurbish the finger post in Brushford Village as a test case and will report back to the Council.

16/041/02 Dog Fouling

It was reported that dog fouling was on the increase in the village. In the light of this, it was agreed that a piece would be included in the Parish Post and a possible "Name and Shame" campaign investigated.

16/042 DATE OF NEXT MEETING

The next Parish Council meeting is to take place on Tuesday, July 12th at 6.30pm in the Parish Hall.

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N Prouse Chairman

12/07/16



BRUSHFORD PARISH COUNCIL

Minutes of the Meeting of Brushford Parish Council held at the Parish Hall, Brushford on Tuesday, July 12th., 2016

15/043 PRESENT

The following attended the meeting:

Parish Councillors: Mrs S Cookson, Mrs J Sandiford, Mr T Wilson, Mr M Godfrey

County & District Councillors in Attendance :

In the Chair: Mrs F Takel

In Attendance: Mr. C Knight, Clerk

Members of the Public : 1

16/044 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Prouse and Nicholson.

16/045 DECLARATIONS OF INTEREST

There were no declarations of interest

16/046 APPROVAL OF THE MINUTES OF THE LAST MEETING

The Minutes of the meeting held on June 14th., were approved as a true record and duly signed by the Chairman.

16/047 DEFERMENT OF BUSINESS

There were no items of Deferred Business.

16/048 FINANCIAL REPORT

16/048/01 Payment Approvals

The flowing items were approved for payment and cheques signed and issued:

PAYEE	INVOICE NO.	EXPENSE	NET	VAT	GROSS	CHEQUE NUMBER
Amherst & Shapland		Clerk's Wages	£364.94		£364.94	
		Amherst & Shapland monthly fee	£12.50	£2.50	£15.00	
		Clerk Wages and Administration	£377.44	£2.50	£379.94	NATWEST 000392
P Takel		2 Grass Cuts @ £70	£140.00		£140.00	
		Trimming footpaths, strimming bus shelter bank & sign brackets	£125.00		£125.00	
		TOTAL	£265.00		£265.00	NATWEST 000393
County Play Inspections		ROSPA Inspection 2016	£95.00		£95.00	NATWEST 000394
TOTAL			£737.44	£2.50	£739.94	

16/048/02 Year End Accounts

The Year End Accounts were presented as follows and were approved by Council:

Annual Expense

ANNUAL EXPENSE	YTD	
STAFF COSTS	£4,437.58	45.59%
MAINTENANCE	£1,580.00	16.23%
GRANTS	£1,060.00	10.89%
SUBSCRIPTIONS	£134.64	1.38%
INSURANCE	£310.69	3.19%
BRUSHFORD ACTIVITY GROUP	£0.00	0.00%
ADVERTISING/WEB	£0.00	0.00%
MISC EXPENSE	£1,514.40	15.56%
RENT	£25.00	0.26%
COMMUNITY BUS	£671.53	6.90%
TOTAL OTHER COSTS	£5,296.26	54.41%
TOTAL	£9,733.84	100.00%

Annual Income-1

DATE	DEBTOR	AMOUNT	CUMULATIVE
1st April 2014	Opening Balance	£3,893.87	£3,893.87
28/4/15	WSC Precept Charged to Taxpayer	£5,250.00	£9,143.87
	WSC Precept Charged to Taxpayer	£5,250.00	£14,393.87
	WSC Precept Transitional Grant		£14,393.87
17th April 2015	Cash	£68.00	£14,461.87
16 Jun 2015	Cash	£75.00	£14,536.87
6 Aug 2015	Cash	£66.00	£14,602.87
11 Nov 2015	Cash	£268.00	£14,870.87
7 Jan 2016	Cash	£25.00	£14,895.87
23 Feb 2016	Cash	£60.00	£14,955.87
10/3/16	Cash	£56.00	£15,011.87
	TOTAL OTHER RECEIPTS	£618.00	
	TOTAL	£15,011.87	
	LESS TOTAL EXPENSE	(£9,733.84)	£5,278.03
	BALANCE CARRIED FWD	£5,278.03	£5,278.03

Annual Expenditure by Month

MONTHLY EXPENSE	April	May	June	July	August	September	October	November	December	January	February	March	TOTAL
STAFF COSTS	£367.17	£367.17	£367.17	£373.17	£367.17	£367.17	£367.17	£367.17	£367.17	£367.17	£379.94	£379.94	£4,437.58
MAINTENANCE	£70.00	£140.00	£140.00		£360.00	£270.00	£150.00	£70.00	£120.00			£260.00	£1,580.00
GRANTS						£600.00						£460.00	£1,060.00
SUBSCRIPTIONS						£134.64							£134.64
INSURANCE		£310.69											£310.69
BRUSHFORD ACTIVITY GROUP													£0.00
ADVERTISING/WEB													£0.00
MISC EXPENSE	£218.97			£179.50	£141.38	£88.74	£322.30	£237.72	£84.93		£84.93	£155.93	£1,514.40
RENT		£25.00											£25.00
COMMUNITY BUS		£61.60	£235.35		£68.85	£69.75	£79.20	£67.95	£44.10			£44.73	£671.53
TOTAL OTHER COSTS	£288.97	£537.29	£375.35	£179.50	£570.23	£1,163.13	£551.50	£375.67					£4,041.64
TOTAL	£656.14	£904.46	£742.52	£552.67	£937.40	£1,530.30	£918.67	£742.84	£616.20	£367.17	£464.87	£1,300.60	£9,733.84

16/049 HIGHWAYS

16/049/01 Traffic Calming Scheme

The meeting noted that the new Village Name and 30mph signs had been put in place and that the kerb dropping by the bus stop was in progress. It was noted that the sign for the west end of the village had yet to be installed.

16/049/02 Road closure at Riphay

It was noted that the proposed road closure at Riphay had been moved to 10/10/16

16/050 PARISH MAINTENANCE

16/050/01 ROSPA Inspection Report

The recent ROSPA Inspection report was noted by the meeting and the following steps undertaken:

- 1. Regular inspections (weekly/fortnightly) are to be carried out by Mr P Takel
- 2. The required work as detailed in the report is to be carried out by Mr Takel

16/050/02 Games Area in Jubilee Gardens

The ROSPA report agreed that the current conditions of the Play court do not warrant its opening and it was agreed that it should remain closed.

Clerk is to seek quotations for the renewal required.

16/051 EXEBRIDGE FLOOD PLAN

It was reported that a meeting with SWW at their Industrial Estate site is still awaited. In the meantime, it was agreed to contact Morebath PC to advise them of our intentions and to gain their support (which will be needed for the subsequent planning application).

16/052 DATE OF NEXT MEETING

This is to be on Tuesday, August 9th at 6.30pm in the Parish Hall.

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N Prouse Chairman 09/08/16



BRUSHFORD PARISH COUNCIL

Minutes of the Meeting of Brushford Parish Council held at the Parish Hall, Brushford on Tuesday, August 9th., 2016

15/053 PRESENT

The following attended the meeting:

Parish Councillors: Mrs J Sandiford, Mr T Wilson, Mr M Godfrey. Mr J Clarke, Mrs F Takel.

County & District Councillors in Attendance : Mr B Heywood, Mr N Thwaites, Mrs F Nicholson.

In the Chair: Mr N Prouse.

In Attendance: Mr. C Knight, Clerk .

Members of the Public : 1

16/054 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Cookson

16/055 DECLARATIONS OF INTEREST

There were no declarations of interest

16/056 APPROVAL OF THE MINUTES OF THE LAST MEETING

The Minutes of the meeting held on July 12th., were approved as a true record and duly signed by the Chairman.

16/057 DEFERMENT OF BUSINESS

There were no matters under this subject.

16/058 FINANCIAL REPORT

16/058/01 Payment Authorisation

The following due payments were approved and relevant cheques signed:

PAYEE	INVOICE NO.	EXPENSE	NET	VAT	GROSS	CHEQUE NUMBER
Dulverton Middle School		Annual Prize-giving	£50.00		£50.00	NATWEST 000395
Amherst & Shapland		Clerk's Wages	£364.94		£364.94	
		Amherst & Shapland monthly fee	£12.50	£2.50	£15.00	
		Clerk Wages and Administration	£377.44	£2.50	£379.94	NATWEST 000396
P Takel		2 Grass Cuts @ £70, 2 x maintenance & hedge trimming	£230.00		£230.00	NATWEST 000397
Exmoor Community Bus		Trip in May 61 Km @ 0.45/Km	£45.75		£45.75	
		Trip on July 12th. 64 miles @ 75p/m	£48.00		£48.00	
		Total Exmoor Bus	£93.75		£93.75	NATWEST 000398
TOTAL			£751.19	£2.50	£753.69	

16/059 HIGHWAYS

It was noted that all the elements of the Traffic Calming Scheme were now in place and that there had been good feedback from the community on its implementation.

The Chairman expressed his thanks to Councillor Nicholson for all the work she had put in to see the project fulfilled and this was strongly supported by the meeting.

It was noted that the (paid for) village sign due for the west end of the village had not yet been put in place, but that it is planned for implementation in October.

16/060 PARISH MAINTENANCE**16/061 Flower Tubs**

It was agreed that the tubs established this year should be planted up with bulbs for next spring and that £50.00 should be provided for this. The Clerk will raise an expense form and provide the cash to Jane Erith.

Councillor Clarke kindly offered a supply of crocus bulbs as part of the Rotary Club's Polio initiative and that he and JoClarke would liaise with Jane Erith for their planting.

16/062/02 Dog Mess

The recent letter and article in the Parish Post had prompted some community discussion on the matter. It was agreed that the situation would be closely monitored and considered again at future meetings.

16/062/03 Jubilee Gardens Playcourt

It was noted that quotations were still being gathered and that these may require surveys.

16/061 PARISH WELFARE**16/061/01 Exebridge Flood Plan**

It was noted that an appointment with South West Water was still to be arranged in order to establish a site for sand bag storage. Clerk to pursue.

16/062 PLANNING APPLICATIONS**16/062/01 Application No.3/04/16/003 : 24 Nicholas Close**

This application was viewed and considered and the meeting declared its support.

16/063 REPORTS FROM COUNCILLORS**16/063/01 Councillor Nicholson**

Councillor Nicholson reported as follows:

- The decision for the progression of the Hinkley Power Station was awaited from central government
- The financial constraints on the County Council continue

16/063/02 Councillor Heywood

Councillor Heywood reported that the moves to merger between West Somerset Council and Taunton Deane were at an advanced stage, despite interventions from the local MP, Mr Liddell-Grainger and that Sedgemoor District Council had stated that it was not interested in a merger.

He reported that formal proposals are to be considered on September 7th and noted that it was with sadness this was taking place, given that WSC had been in existence since 1974.

16/064 DATE OF NEXT MEETING

The next meeting of the Parish Council is to take place at the Parish Hall on September 13th., commencing at 6.30pm.

.....
N Prouse Chairman 13/09/16



BRUSHFORD PARISH COUNCIL

Minutes of the Meeting of Brushford Parish Council held at the Parish Hall, Brushford on Tuesday, September 13th., 2016

15/065 PRESENT

The following attended the meeting:

Parish Councillors: Mrs J Sandiford, Mr J Clarke, Mrs F Takel.

County & District Councillors in Attendance : Mr B Heywood, Mr N Thwaites

In the Chair: Mr N Prouse.

In Attendance: Mr. C Knight, Clerk .

Members of the Public : 2

16/066 THE LATE MICHAEL MARTYN

The Chairman spoke for the Council in expressing his sadness at the passing of Michael Martyn, until recently a Councillor for the Parish, and that the thoughts of many would be with Michael's family.

16/067 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Cookson, Godfrey, Wilson & Nicholson

16/068 DECLARATIONS OF INTEREST

There were no declarations of interest

16/069 APPROVAL OF THE MINUTES OF THE LAST MEETING

The Minutes of the meeting held on August 12th., were approved as a true record and duly signed by the Chairman.

16/070 DEFERMENT OF BUSINESS

There were no matters under this subject.

16/071 FINANCIAL REPORT**16/071/01 Payment Authorisation**

The following due payments were approved and relevant cheques signed:

PAYEE	INVOICE NO.	EXPENSE	NET	VAT	GROSS	CHEQUE NUMBER
Amherst & Shapland		Clerk's Wages	£364.94		£364.94	
		Amherst & Shapland monthly fee	£12.50	£2.50	£15.00	
		Clerk Wages and Administration	£377.44	£2.50	£379.94	NATWEST 000400
P Takel		Maintenance of bus shelter garden including hedges, strimming and removing cuttings £100. Jubilee gardens x 2 £140	£240.00	£0.00	£240.00	NATWEST 000399
Printing at the Vicarage	2937	Parish Post printing	£160.00	£0.00	£160.00	NATWEST 000401
Som Assoc of Local Councils (SALC)	1231	Affiliation Fees for 2016/17	£139.01	£0.00	£139.01	
	1463	Transparency Code Course 11/05/16	£25.00	£0.00	£25.00	
(2015/16 = £134.64)		Total SALC	£164.01	£0.00	£164.01	NATWEST 000402
Exmoor Community Bus		Trip on 01/12/15	£42.60	£0.00	£42.60	
		Trip on 22/02/16	£44.73	£0.00	£44.73	
		Total Exmoor Bus	£87.33	£0.00	£87.33	NATWEST 000403
TOTAL			£1028.78	£2.50	£1031.28	

16/071/02 Community Bus Costs

Councillor Clarke requested the Clerk to provide details of total costs of the hire of the Community Bus and the income derived from ticket sales in order to be assured that costs were being recouped.

16/071/03 PCC Grant 2016

Clerk reported that the grant for the Brushford PCC is normally paid at this time of year and requested a decision on this year's grant. It was noted that this grant is used to supplement the costs involved in the upkeep of the Church grounds and the cemetery.

It was agreed that this should remain at £500.00 and that it should be put forward for payment at the next PC Meeting in October.

16/072 VILLAGE MAINTENANCE**16/072/01 Village Sign at West End**

It was noted that the new village sign for the west end of the village has still not been installed. Clerk to pursue.

16/072/02 Dog Fouling

The meeting noted that there has not been any further increase in dog fouling in the village. It was agreed that a close watch would be maintained.

16/072/03 Dog Bin Clearance

It was noted that the current contractor, Veolia had lost the contract to The Landscape Group, and the change will take place at the year end. It was hoped that the current contract would continue.

16/072/04 Jubilee Gardens Play Court

Clerk to pursue a quotation for the resurfacing and renewal of the board surrounds.

16/073 PARISH WELFARE**16/073/01 NHS Health Checks**

The proposals for a community Health Check Day was discussed. It was agreed that the Parish Hall Committee may be interested in pursuing this initiative and details will be passed to the relevant committee members.

16/073/02 Exebridge Flood Plan

Chairman confirmed that a site meeting with South West Water is to be held on 29th September in order to agreed a possible installation site for the sandbag shed on SWW land at the Exebridge Industrial Estate.

16/074 PLANNING APPLICATIONS

16/074/01 Application No.3/04/16/006 : Rock Farm, Exebridge

This application was considered by the meeting and it was agreed to support the application.

16/074/02 Application No.3/04/16/005 : 20 Silverdale Close

This application was considered by the meeting and it was agreed to support the application.

16/074/03 Application for Ashleigh House - change of use from Builders' Shed to Garage

Councillor Clarke reported that this application had been made on 31/08/16, although the paperwork had not been received.

Given that the 3 week deadline would occur before the next PC Meeting, it was agreed to support the application.

16/075 REPORTS FROM COUNCILLORS

Councillor Heywood reported the current status on the proposed transformation of West Somerset Council and Taunton Deane. Borough Council.

WSC has voted in favour in going forward with the proposed transformation and that the new (combined) council will be in place in time for the 2019 elections. This will result in the reduction of councillors per thousand population from 1 in 1000 to 1 in 2000, and thus a reduction of councillors in the current West Somerset area from 28 to 14.

16/076 THE LATE COUNCILLOR MARTYN

It was agreed that the Council would send flowers or make a suitable donation to the family's chosen charity on the occasion of Mr Martyn's funeral. Clerk to establish the preferred dedication with Mr Martyn's family.

16/077 DATE OF NEXT MEETING

The next meeting of the Parish Council is to take place at the Parish Hall on October 11th., commencing at 6.30pm.

.....

N Prouse Chairman 11/10/16



BRUSHFORD PARISH COUNCIL

Minutes of the Meeting of Brushford Parish Council held at the Parish Hall, Brushford on Tuesday, October 11th., 2016

15/078 PRESENT

The following attended the meeting:

Parish Councillors:	Mrs J Sandiford, Mr J Clarke, Mrs F Takel, Mr M Godfrey
County & District Councillors in Attendance :	Mr B Heywood, Mr N Thwaites
In the Chair:	Mr N Prouse.
In Attendance:	Mr. C Knight, Clerk .
Members of the Public :	0

16/079 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Cookson & Nicholson

16/080 DECLARATIONS OF INTEREST

There were no declarations of interest.

16/081 APPROVAL OF THE MINUTES OF THE LAST MEETING

The Minutes of the meeting held on September 13th., were approved as a true record and duly signed by the Chairman.

16/082 DEFERMENT OF BUSINESS

There were no matters under this subject.

16/083 FINANCIAL REPORT

16/083/01 Payment Authorisation

The following due payments were approved and relevant cheques signed:

PAYEE	INVOICE NO.	EXPENSE	NET	VAT	GROSS	CHEQUE NUMBER
Devon Air Ambulance Trust		Donation to the late Mr M Martyn	£50.00		£50.00	NATWEST 000404
Amherst & Shapland		Clerk's Wages	£364.94		£364.94	
		Amherst & Shapland monthly fee	£12.50	£2.50	£15.00	
		Clerk Wages and Administration	£377.44	£2.50	£379.94	NATWEST 000405
P Takel		Maintenance of 2 paths £80.00 Maintenance of children's bus stop garden = £20 Jubilee gardens x 2 = £140	£240.00	£0.00	£240.00	NATWEST 000406
Printing at the Vicarage	2961	Parish Post printing	£160.00	£0.00	£160.00	NATWEST 000407
Brushford Parish Hall	100646	To hire of Hall (M Martyn wake)	£48.50	£0.00	£48.50	NATWEST 000408
C Knight		Expenses Jun - Sept 2016	£151.35	£7.67	£159.02	NATWEST 000409
TOTAL			£1027.29	£10.17	£1037.46	

16/084 Government Consultation on Taxation and Referenda

This matter was discussed in some detail. It was agreed that from the Parish Council's perspective, there was little that could be achieved. Clearly, the imposition of (expensive) referenda on precept increases above a +/- threshold of +5% would be unsustainable, given the low levels of precept that are normally required.

It was agreed that Councillors would respond to the consultation individually.

16/085 VILLAGE MAINTENANCE

16/085/01 New Village Sign at West End of New Road

It was noted that this has still not been installed, despite being paid for in June.

Clerk to follow up.

16/085/02 New Sign on Railway Bridge

It was noted that a new sign had appeared on the railway bridge on the railway footpath, stating :“Highways Act 1980. The Department for Transport hereby give notice that this way is not dedicated to the public”. It was agreed that this had been posted in order to exonerate the Dept for Transport from liability.

Further, Councillor Godfrey reported that Somerset CC Rights of Way Team had confirmed “that the bridge and dismantled railway are privately owned. There is no designated public path on the track other than crossing to the eastern end. Somerset CC Rights of Way team are also unaware of any permissive path.”

However, the meeting believed that the railway line footpath was the property of SCC. Enquiries are to be made to verify this state of affairs.

16/085/03 Dog Fouling

The meeting noted that there were no indications of increased dog fouling in the village. However, Councillor Prouse noted that there appeared to be an increase within Exebridge.

It was agreed that 2 further anti-fouling signs would be ordered for display in Exebridge.

16/085/04 Jubilee Gardens

A quotation request is still awaited.

16/086 TOP FIVE PRIORITIES

A request for an update in the Parish Top Five Priorities has been received from WSC.

The meeting reviewed the situation and agreed that the following items should be included:

1. Refurbishment of Jubilee Gardens Play Court
2. Tarmac to the Parish Hall Driveway
3. New Children's Bus Shelter
4. New Bus Shelter on north-bound pavement on Station Road
5. Stairs and balustrade for Parish Hall

Meeting is to consider and confirmation made at the next PC Meeting.

16/087 EXEBRIDGE FLOOD PLAN

The following was discussed and confirmed :

1. SWW have agreed to siting the Sandbag Shed on their ground at Exebridge Industrial Estate
2. The confirmation letter is to be approved.
3. Our insurers should provide guidance on the indemnity required
4. The shed with the Plastisol Roof was chosen, to be supplied by the Wooden Workshop, with the following changes:
 - No window
 - No frame/brace door
5. Concrete slabs to be used as the base.
6. Potential grants should be sought.
7. Morebath Parish Council have agreed in principle to fund 50% of total costs.

16/088 PLANNING APPLICATIONS

16/088/01 Application No.3/04/16/006 : Rock Farm, Exebridge : Approval

It was noted that approval had been received from WSC

16/088/02 Application No.3/04/16/008 : 20 Nicholas Close

This was discussed and the meeting voted unanimously in favour.

16/088/03 Application No.3/04/15/004 : Ellersdown Lane Development - Appeal

This was discussed in some detail. It was agreed that the Council Council should respond to the Inspector, reaffirming its position in opposition to the Appeal.

It was noted that the housing stock figure in Brushford Village has now been confirmed as 179 dwellings (on which any calculation in increases applied in the Local Plan should be applied).

16/089 MEETINGS

There were no reports of meetings attended.

16/090 DATE OF NEXT MEETING

The next Parish Council Meeting will be held n Tuesday, November 8th at 6.30 pm in the Parish Hall.

.....

N Prouse Chairman 08/11/16



BRUSHFORD PARISH COUNCIL

Minutes of the Meeting of Brushford Parish Council held at the Parish Hall, Brushford on Tuesday, November 8th., 2016

16/091 PRESENT

The following attended the meeting:

Parish Councillors:	Mrs J Sandiford, Mr J Clarke, Mr M Godfrey, Mrs S Cookson
County & District Councillors in Attendance :	Mr B Heywood, Mr N Thwaites
In the Chair:	Mrs F Takel
In Attendance:	Mr. C Knight, Clerk .
Members of the Public :	0

16/092 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Prouse, Wilson and Nicholson

16/093 DECLARATIONS OF INTEREST

There were no declarations of interest.

16/094 APPROVAL OF THE MINUTES OF THE LAST MEETING

The Minutes of the meeting held on October 11th., were approved as a true record and duly signed by the Chairman.

16/095 DEFERMENT OF BUSINESS

There were no matters under this subject.

16/096 FINANCIAL REPORT

16/096/01 Payment Authorisation

The following due payments were approved and relevant cheques signed:

PAYEE	INVOICE NO.	EXPENSE	NET	VAT	GROSS	CHEQUE NUMBER
Amherst & Shapland	W1726	Annual Internal Audit Fees	£138.00		£138.00	NATWEST 000410
Amherst & Shapland		Clerk's Wages	£364.94		£364.94	
		Amherst & Shapland monthly fee	£12.50	£2.50	£15.00	
		Clerk Wages and Administration	£377.44	£2.50	£379.94	NATWEST 000411
P Takel		Jubilee gardens cut x 1 = £70	£70.00	£0.00	£70.00	NATWEST 000412
Brushford PCC		Annual Grant	£500.00		£500.00	NATWEST 000413
SALC		Transparency Code Training	£25.00		£25.00	NATWEST 000414
Exmoor Community Bus		Trip on September 6th., 2016	£46.50		£46.50	NATWEST 000415
TOTAL			£1156.94	£2.50	£1159.44	

16/096/02 @017 Budget

The Clerk advised the meeting that the 2017 Budget would be a matter for discussion at the next meeting.

16/097 REPORTS FROM COUNCILLORS

16/097/01 Councillor Heywood

Councillor Heywood reported that the Liberal Democrat Opposition at Taunton Deane Borough Council were displeased with the decision to reform as a new District Council and are seeing a judicial review.

16/098 TOP FIVE PRIORITIES

The Parish Council has been advised that a straightforward refurbishment of the Jubilee Gardens Playcourt will not be supported by 106 funds. This would only be possible if the court had a “new usage”.

The meeting agreed that the area must remain in the interests of the children of the village and discussed possible new usage opportunities. These included:

- Walking Football
- Skateboarding with moveable ramps
- Access for the disabled

It was agreed that Councillor Heywood would follow up and secure clarity of the rules from Angela Lamplough at WSC.

At this point, Councillors Heywood and Thwaites left the meeting to attend the Exmoor Panel Meeting.

16/099 RAILWAY LINE FOOTPATH

Following the placement of new signage on the railway bridge, the meeting discussed the situation in respect of the current usage and rights of way.

Councillor Godfrey reported that the line was no longer part of the Exe Valley Way, and it was established by Councillor Nicholson that the land remains the property of SCC.

The meeting discussed the possibilities of having the railway line designated as a right of way and it was agreed that, although it may become an issue, there was nothing to be gained from pursuing this course of action at present.

16/100 EXEBRIDGE FLOOD ALLEVIATION SCHEME

The meeting noted the indemnity advice from the insurance brokers .

It was agreed that anchoring of the shed should be considered.

It was also agreed to proceed with the planning application.

16/101 LATEST SID RESULTS

The meeting noted that the latest Speed Indicator Device results showed no appreciable difference in speed levels since the introduction of the Traffic Calming Scheme. It was agreed to continue to closely monitor and that the SID would be back in operation at the end of November.

16/102 PLANNING APPLICATIONS

There were no planning matters to discuss.

16/103 ITEMS FOR THE NEXT MEETING

Councillor Clarke reported that there were grants available from the Exmoor Rotary Club, specifically for people/children who may benefit from specialist training. This matter is to be discussed at the next meeting.

Councillor Clarke also reported that the crocuses from the Rotary initiative had arrived and will be passed to Jane Erith for planting in the tubs purchased earlier this year.

DATE OF NEXT MEETING

The next meeting is to take place on Tuesday, December 13th at 6.30pm.

.....
N Prouse Chairman 13/12/16



BRUSHFORD PARISH COUNCIL

Minutes of the Meeting of Brushford Parish Council held at the Parish Hall, Brushford on Tuesday, December 13th., 2016

16/104 PRESENT

The following attended the meeting:

Parish Councillors:	Mrs F Takel, Mrs J Sandiford, Mr J Clarke, Mr M Godfrey, Mrs S Cookson
County & District Councillors in Attendance :	Mr N Thwaites, Mrs F Nicholson
In the Chair:	Mr N Prouse
In Attendance:	Mr. C Knight, Clerk .
Members of the Public :	0

16/105 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Wilson and Heywood

16/107 DECLARATIONS OF INTEREST

There were no declarations of interest.

16/108 APPROVAL OF THE MINUTES OF THE LAST MEETING

The Minutes of the meeting held on November 8th., were approved as a true record and duly signed by the Chairman.

16/109 DEFERMENT OF BUSINESS

Councillor Sandiford reported damage to the bridge on the Knightcott road. Clerk to follow up.

16/110 FINANCIAL REPORT

16/110/01 Payment Authorisation

The following due payments were approved and relevant cheques signed:

PAYEE	INVOICE NO.	EXPENSE	NET	VAT	GROSS	CHEQUE NUMBER
Amherst & Shapland		Clerk's Wages	£364.94		£364.94	
		Amherst & Shapland monthly fee	£12.50	£2.50	£15.00	
		Clerk Wages and Administration	£377.44	£2.50	£379.94	NATWEST 000416
P Takel		BPC contribution to gritter/tractor insurance	£100.00	£0.00	£100.00	
		Collecting salt supplies	£25.00	£0.00	£25.00	
		TOTAL	£125.00	£0.00	£125.00	NATWEST 000417
Exmoor Community Bus		Trip on November 8th., 2016	£47.25	£0.00	£47.25	NATWEST 000418
Printing at the Vicarage	3070	Printing Brushford Parish Post	£160.00	£0.00	£160.00	NATWEST 000419
Information Commissioner		Data protection registration renewal	£35.00	£0.00	£35.00	NATWEST 000420
C Knight		Expenses	£306.80	£7.67	£341.47	NATWEST 000421
TOTAL			£744.69	£2.50	£747.19	

16/110/02 2017/18 Precept

The Clerk presented the forecast financial outcome and the proposed budget for 2017/18 as follows:

EXPENSE	2014/15 ACTUAL	2015/16 ACTUAL	2016/17 FORECAST	2017/18 BUDGET
STAFF COSTS	£4,450.69	£4,431.58	£4559.28	£4,560.00
MAINTENANCE	£1,860.15	£1,580.00	£1920.00	£1,900.00
GRANTS	£550.00	£1,060.00	£500.00	£700.00
SUBSCRIPTIONS	£136.53	£134.64	£0.00	£150.00
INSURANCE	£302.40	£310.69	£307.95	£320.00
ELECTION COSTS				
ADVERTISING/WEB				
MISC EXPENSE	£1,891.53	£1,514.40	£4681.18	£1,800.00
RENT	£349.00	£25.00	£205.50	£200.00
COMMUNITY BUS	£537.29	£671.53	£375.15	£375.15
TOTAL OTHER COSTS	£5,626.90	£5,296.26	£7989.78	£5,445.15
TOTAL	£10,077.59	£9,727.84	£12549.06	£10,005.15

2014/15 PRECEPT AND GRANT £8714 (No change - no grant passed on from WSC)

2015/16 PRECEPT £9000 + £1500 (election expense) = £10,500 (No transitional grant awarded) Increase of 20%

2016/17 PRECEPT £11,000 = +4.8%

Rec 2017/18 Precept £11,000 - No change

It was agreed that the precept for the forthcoming year should be set at £11,000, being no change from the previous year.

16/111 HIGHWAYS**16/111/01 Speed indicator Device Results**

The latest readings of the installation in early December were still awaited.

It was noted from the previous sitings in October that there had been no appreciable decline in average vehicle speeds, which was disappointing in the light of the traffic calming scheme introduced in September.

16/111/02 Police Speed Traps

Councillor Godfrey reported that the police had been carrying out speed checks along the main road in the village.

16/111/03 Sully's Lane

The Clerk reported that following a request from a resident of Sully's Lane, timely repairs had been carried out on the roadway. This rapid response by the Highways department was gratefully acknowledged.

16/112 PARISH MAINTENANCE**16/112/01 Jubilee Gardens Playcourt**

Councillor Prouse is to contact Lee Constable with a view to securing advice on possible grant sources.

Councillor Clare reported a possible further grant funding source, caloo.co.uk Clerk to follow up.

16/113 PARISH WELFARE**16/113/01 Top Five Priorities**

It was agreed to defer this item to the next meeting.

16/114 EXEBRIDGE FLOOD PLAN - UPDATE

The Clerk reported that the plan was proceeding well and the meeting agreed that he should proceed with the planning application for the shed, charging the costs to his expense claim. The Clerk is to confirm this to Morebath PC and request updates on their progress with securing individual grants for households.

It was also confirmed that financial support had not been agreed by Morebath, as erroneously reported earlier.

16/115 PLANNING APPLICATIONS**16/115/01 3/04/16/009 5 Station Cottages, Brushford**

This application was approved by Council.

16/115/02 Call for Sites

The Parish Council had been contacted by WSC in their "Call for Sites" initiative.

The meeting agreed that there were no new sites, given that those available (behind the Parish Hall and next to Travis Perkins) had already been notified.

16/116 REPORTS FROM COUNCILLORS

16/116/01 Councillor Nicholson

Councillor Nicholson reported that West Somerset has been identified as an "Opportunity Area" to address poor levels of social mobility/opportunities for young children. Work is due to start in February on formulating an action plan.

16/116/02 Councillor Cookson

Councillor Cookson reported that at the recent Exmoor Forum meeting, the Exmoor Rural Housing Network Steering Group was seeking contacts and that Exmoor Young Voices require a part-time co-ordinator.

16/116/03 Councillor Clarke

Councillor Clarke reported that Exmoor Rotary Club had funds available for the support of gifted young people who might benefit from specialist training and support.

Councillor Clare also offered his thanks to the Parish Council both as an individual and as a member of the Brushford Action Group for the Council's support in objecting to the recent Ellersdown Lane planning application which has now been rejected on appeal.

16/116/04 Councillor Thwaites

Councillor Thwaites reported at the recent panel meeting involving the Police and Crime Commissioner, it was confirmed that there has been no reduction in PCSO support in the area and that the police are to be provided with body cams.

16/117 DATE OF NEXT MEETING

The next Parish Council meeting is to be held on Tuesday, January 10th., at 6.30pm in the Parish Hall.

.....

N Prouse Chairman 10/01/17



BRUSHFORD PARISH COUNCIL

Minutes of the Meeting of Brushford Parish Council held at the Parish Hall, Brushford on Tuesday, January 10th., 2016

16/118 PRESENT

The following attended the meeting:

Parish Councillors:	Mrs F Takel, Mrs J Sandiford, Mr J Clarke, Mr M Godfrey, Mrs S Cookson, Mr T Wilson
County & District Councillors in Attendance :	Mr N Thwaites, Mr B Heywood, Mrs F Nicholson
In the Chair:	Mr N Prouse
In Attendance:	Mr. C Knight, Clerk .
Members of the Public :	1

16/119 APOLOGIES FOR ABSENCE

There were no apologies for absence

16/120 DECLARATIONS OF INTEREST

There were no declarations of interest.

16/121 APPROVAL OF THE MINUTES OF THE LAST MEETING

The Minutes of the meeting held on December 13th., were approved as a true record and duly signed by the Chairman.

16/122 DEFERMENT OF BUSINESS

There were no matters under this heading.

16/123 FINANCIAL REPORT

16/123/01 Payment Authorisation

The following due payments were approved and relevant cheques signed:

PAYEE	INVOICE NO.	EXPENSE	NET	VAT	GROSS	CHEQUE NUMBER
Amherst & Shapland		Clerk's Wages	£364.94		£364.94	
		Amherst & Shapland monthly fee	£12.50	£2.50	£15.00	
		Clerk Wages and Administration	£377.44	£2.50	£379.94	NATWEST 000422
TOTAL			£377.44	£2.50	£379.94	

16/124 PARISH WELFARE

16/124/01 Jubilee Gardens Play Court

The meeting discussed the repair/reconstruction requirements of the Jubilee Gardens Play Court, which is currently closed for safety reasons. It was agreed that the Clerk would seek estimates from Caloo, Sovereign Play and Playforce and arrange for them to survey the court.

16/124/02 Top Five Priorities

It was agreed that the Clerk would circulate the current Top Five list for Councillors' confirmation.

16/124/03 Exebridge Flood Plan

It was agreed that the Clerk should proceed with the planning application for the sandbag shed and that the costs should be charged to his expenses.

16/124/04 Parish Post Newsletter

The meeting discussed the future of the Parish Post. It was agreed to move to an A5 colour format (in line with the Exmoor News) and that the publication should now be every four months.

16/125 PLANNING APPLICATIONS

16/125/01 3/04/16/010 20 Nicholas Close, Brushford

It was noted that this was a re-application for a previous application. As there was no demonstrable change, it was agreed to maintain the Council’s support for the application. Clerk to advise planning accordingly.

16/126 REPORTS FROM COUNCILLORS

16/126/01 Councillor Heywood

Councillor Heywood reported that in the coming year, WSC will continue to face financial difficulty and that funds will continue to be severely restricted.

16/126/02 Councillor Thwaites

Councillor Thwaites reported that the merger with Taunton Deane was continuing and that a specific website has now been established for ratepayers to be fully conversant with the proposed changes. This can be found at www.yournewcouncil.org It was agreed that the Clerk would put this information on the parish council website.

16/127 DATE OF NEXT MEETING

The next Parish Council meeting will be held on Tuesday, February 14th at 6.30pm in the Parish Hall.

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BRUSHFORD PARISH COUNCIL

**Minutes of the Meeting of Brushford Parish Council
held at the Parish Hall, Brushford on Tuesday, February 14th., 2017**

16/128 PRESENT

The following attended the meeting:

Parish Councillors:	Mr M Godfrey, Mrs S Cookson, Mr T Wilson
County & District Councillors in Attendance :	Mr N Thwaites, Mr B Heywood, Mrs F Nicholson
In the Chair:	Mr N Prouse
In Attendance:	Mr. C Knight, Clerk .
Members of the Public :	3

16/129 APOLOGIES FOR ABSENCE

Apologies for absence were received from John Clarke, Frances Takel and Jane Sandiford.

16/130 DECLARATIONS OF INTEREST

There were no declarations of interest.

16/131 APPROVAL OF THE MINUTES OF THE LAST MEETING

The Minutes of the meeting held on January 10th., were approved as a true record and duly signed by the Chairman.

16/132 DEFERMENT OF BUSINESS

16/132/01 Village Welcome Packs

Jane Erith asked for more welcome packs to be made available for new residents of the village. As 10 new packs had been received, it was agreed that Malcolm Godfrey would deliver them.

16/132/02 Village Maintenance

Jane Erith also asked if the council could gravel the path beside Orchard Cottage, leading to the church. It was agreed that this would be attended to.

16/133 FINANCIAL REPORT

16/133/01 Payment Authorisation

The following due payments were approved and relevant cheques signed:

PAYEE	INVOICE NO.	EXPENSE	NET	VAT	GROSS	CHEQUE NUMBER
Amherst & Shapland		Clerk's Wages	£364.94		£364.94	
		Amherst & Shapland monthly fee	£12.50	£2.50	£15.00	
		Clerk Wages and Administration	£377.44	£2.50	£379.94	NATWEST 000423
Printing at the Vicarage	3120	10 x Village Welcome Packs	£57.60		£57.60	NATWEST 000424
TOTAL			£435.04	£2.50	£437.54	

16/134 VILLAGE WELFARE

16/134/01 Jubilee Gardens Play Court

The Clerk reported that site visits to the Jubilee Gardens Play Court had been made by Caloo and Playforce and that quotations were expected in due course. Details of the Sport England funding opportunities had also been received from Playforce and it was agreed that the Clerk should make the initial approach.

16/134/02 Top Five Priorities

The meeting discussed the list and agreed to confirm the Top Five Priorities as follows:

TOP FIVE PRIORITIES	WHERE	WHAT	WHO	WHEN
Playcourt Upgrade	Jubilee Gardens	Refurbishment of court surface and surrounds	Children & Parents	
Tarmac Parish Hall driveway	Parish Hall	Tarmac existing clay driveway	Brushford Community & Hall Visitors	
Children's Bus Shelter	Opposite Old Post Office on P Council ground	A new bus shelter and garden	Children & Parents	
New Public Bus Shelter	West side of B3222	Utilisation of old children's shelter (see above)	All members of community	
Stairs & balustrade for P Hall mezzanine floor	Parish Hall	Replacement of current ladder	(Ultimately) all members of community	

16/135 PLANNING

16/135/01 Application No. 3/04/17/001 Agricultural building at land at Allshire

Although this application had not been forwarded to the Council by the planning authority, Councillor Clarke brought it to the meeting's notice.

The meeting discussed the application and agreed to vote in its favour.

16/135/02 Planning Training

The meeting discussed the planning training session at West Somerset House on Monday, February 27th at 7.00pm. It was agreed that Messrs Clarke, Godfrey and Knight would attend.

16/136 REPORTS FROM COUNCILLORS

16/136/01 Councillor Nicholson

Councillor Nicholson reported the latest developments in West Somerset Opportunity Area initiative, which is being supported by £2 million per annum over two years by government.

The initiative is considering the following :

- Early Years Learning
- 16 - 19 year old travel restrictions

- Employability and Self-employability skills
- Community Resilience
- Working towards self-sufficient communities

16/136/02 Councillor Thwaites

Councillor Thwaites reported that WSC are planning to increase the annual cost of car parking in Dulverton from £90 per annum to £210.

16/136/03 Councillor Wilson

Councillor Wilson reported that he had accepted the post of Chairman of Brushford Voluntary Lifts and that the coordinator is Chris Stilton. He reminded the meeting that the costs of the Exmoor Community Bus had increased, but that details were awaited from Christine Dubery.

16/137 MATTERS FOR THE NEXT MEETING

The Clerk reported that the Defibrillator operators list is due to be updated and that it will be included in the next meeting's agenda.

16/138 DATE OF NEXT MEETING

The next Parish Council meeting is to take place on Tuesday, March 14th at 6.30 pm in the Parish Hall.



BRUSHFORD PARISH COUNCIL

Minutes of the Meeting of Brushford Parish Council held at the Parish Hall, Brushford on Tuesday, March 14th., 2017

16/139 PRESENT

The following attended the meeting:

Parish Councillors:	Mr M Godfrey, Mrs S Cookson, Mr T Wilson, Mrs J Sandiford. Mrs F Takel
County & District Councillors in Attendance :	Mr N Thwaites, Mr B Heywood.
In the Chair:	Mr N Prouse
In Attendance:	Mr. C Knight, Clerk .
Members of the Public :	1

16/140 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Clarke and Nicholson.

16/141 DECLARATIONS OF INTEREST

There were no declarations of interest.

16/142 APPROVAL OF THE MINUTES OF THE LAST MEETING

The Minutes of the meeting held on February 14th., were approved as a true record and duly signed by the Chairman.

16/143 DEFERMENT OF BUSINESS

There were no matters under this heading.

16/144 FINANCIAL REPORT**16/144/01 Payment Authorisation**

The following due payments were approved and relevant cheques signed:

PAYEE	INVOICE NO.	EXPENSE	NET	VAT	GROSS	CHEQUE NUMBER
Amherst & Shapland		Clerk's Wages	£364.94		£364.94	
		Amherst & Shapland monthly fee	£12.50	£2.50	£15.00	
		Clerk Wages and Administration	£377.44	£2.50	£379.94	NATWEST 000425
Travis Perkins Limited		Float for maintenance works as required	£250.00		£250.00	NATWEST 000426
Mr P Takel		Hedge Cutting	£140.00		£140.00	
		P	£75.00		£75.00	
		Path gravelling 2.5 hrs @ £10/hour	£25.00		£25.00	
		TOTAL MR TAKEL	£240.00		£240.00	NATWEST 000427
Brushford Parish Hall		Carnarvon Meeting Room Annual Rent	£180.50		£180.50	NATWEST 000428
Grant Thornton	8661713	Annual Audit (2015/16)	£100.00	£20.00	£120.00	NATWEST 000429
TOTAL			£1147.94	£22.50	£1170.44	

16/144/02 Year End

The Clerk presented the first draft of the 2016/17 accounts as follows:

Annual Expense-1

ANNUAL EXPENSE	YTD	
STAFF COSTS	£4,559.28	45.51%
MAINTENANCE	£2,040.00	20.37%
GRANTS	£500.00	4.99%
SUBSCRIPTIONS	£0.00	0.00%
INSURANCE	£307.95	3.07%
BRUSHFORD ACTIVITY GROUP	£0.00	0.00%
ADVERTISING/WEB	£0.00	0.00%
MISC EXPENSE	£1,948.78	19.45%
RENT	£386.00	3.85%
COMMUNITY BUS	£275.15	2.75%
TOTAL OTHER COSTS	£5,457.88	54.49%
TOTAL	£10,017.16	100.00%

Annual Income-2

DATE	DEBTOR	AMOUNT	CUMULATIVE
1st April 2014	Opening Balance	£5,283.23	£5,283.23
28/4/15	WSC Precept Charged to Taxpayer	£5,500.00	£10,783.23
	WSC Precept Charged to Taxpayer	£5,500.00	£16,283.23
	WSC Precept Transitional Grant	£0.00	£16,283.23
19 Apr 2016	Cash	£60.00	£16,343.23
21 Jun 2016	Cash	£45.00	£16,388.23
20 Sep 2016	Cash	£110.00	£16,498.23
18 Nov 2016	Cheque	£2,600.00	£19,098.23
24/1/17	Cash	£55.00	
	TOTAL OTHER RECEIPTS	£2,870.00	
	TOTAL	£19,153.23	
	LESS TOTAL EXPENSE	(£10,017.16)	£9,136.07
	BALANCE CARRIED FWD	£9,136.07	£9,136.07

Annual Expenditure by Month -1

MONTHLY EXPENSE	April	May	June	July	August	September	October	November	December	January	February	March	TOTAL
STAFF COSTS	£379.94	£379.94	£379.94	£379.94	£379.94	£379.94	£379.94	£379.94	£379.94	£379.94	£379.94	£379.94	£4,559.28
MAINTENANCE	£70.00	£150.00	£160.00	£265.00	£230.00	£240.00	£240.00	£70.00	£125.00			£490.00	£2,040.00
GRANTS								£500.00					£500.00
SUBSCRIPTIONS													£0.00
INSURANCE		£307.95											£307.95
BRUSHFORD ACTIVITY GROUP													£0.00
ADVERTISING/WEB													£0.00
MISC EXPENSE		£223.94	£551.72	£95.00		£160.00	£417.52	£163.00	£160.00		£57.60	£120.00	£1,948.78
RENT	£205.50											£180.50	£386.00
COMMUNITY BUS		£47.57			£93.75	£87.33		£46.50					£275.15
TOTAL OTHER COSTS	£275.50	£729.46	£711.72	£360.00	£323.75	£487.33	£657.52	£779.50	£285.00	£0.00	£57.60	£790.50	£5,457.88
TOTAL	£655.44	£1,109.40	£1,091.66	£739.94	£703.69	£867.27	£1,037.46	£1,159.44	£664.94	£379.94	£437.54	£1,170.00	£10,017.16

Details of the Annual Return are still awaited from Grant Thornton, on receipt of which the final accounts will be prepared for inspection and approval.

16/145 PARISH MAINTENANCE

The meeting discussed the initial quotation received from Caloo. It was agreed to await the quotation from Playforce in order to make meaningful comparisons. The matter of the inclusion of goals and their relevance and cost was discussed.

16/146 PARISH WELFARE

16/146/01 Parish Defibrillator

It was noted that while this had now been operational for four years, four of the eleven named operatives it is now necessary to recruit replacements. Clerk is to action.

It was also noted that the First Aid Course needs to be rerun. Clerk is to secure quotations. and to contact previous First Aid trainers (Gavin Smart and Ian Puttock).

16/147 PLANNING

16/147/01 Recent Applications

The meeting discussed and approved the following recent applications:

- **3/04/17/002 Workshop & Garage, Rock Farm**
- **3/04/17/003 { New Porch at The Torrs, Brushford**

16/147/02 Planning Training

Councillor Godfrey reported on the recent planning course which he attended with Councillor Clarke, from which the following key points apply:

- WSC now take note of Parish Councils' decisions and observations. Indeed, WSC now consider Parish Councils to be "the eyes and ears on the ground"
- Comments in support/rejection of applications should address 'material planning considerations'.
- A checklist of subjects both for and against an application is to be made available.
- Any application that is rejected by a Parish Council automatically goes to the WSC Planning Committee.

It was agreed that a page on advice to the community should be put up on the PC web site and a piece included in the forthcoming Parish Post.

16/148 REPORTS FROM COUNCILLORS

16/148/01 Councillor Thwaites

Councillor Thwaites reported that Dulverton TC are to take over the running of Dulverton Public Toilets from WSC in April.

He also reported that the proposed significant increase in annual parking fees in Dulverton are to be discussed at the next Full Council Meeting on March 22nd., and requested Brushford to write to WSC to support the case against this proposal. Clerk to draft a letter for input from Councillors.

16/149 DATE OF NEXT MEETING

The next Parish Council Meeting will take place in the Parish Hall at 6.30pm on Tuesday, April 11th.

.....
N Prouse Chairman 11/04/17



BRUSHFORD PARISH COUNCIL

Minutes of the Extraordinary Planning Meeting of Brushford Parish Council held at the Parish Hall, Brushford on Tuesday, March 23rd., 2017

16/150 PRESENT

The following attended the meeting:

Parish Councillors:	Mr T Wilson, Mrs J Sandiford. Mrs F Takel
In the Chair:	Mr N Prouse
In Attendance:	Mr. C Knight, Clerk .
Members of the Public :	16

16/151 QUORUM CONFIRMATION

There being four Councillors present, a quorum was declared.

16/152 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Clarke, Godfrey, Cookson,.

16/153 DECLARATIONS OF INTEREST

There were no declarations of interest.

16/154 DEFERMENT OF BUSINESS

The meeting had been called to consider the planning application ref 3/04/17/004 Merryfield, Brushford : Replacement of garage/workshop with erection of No.1 dwelling associated garden and parking. There were 16 members of the public present to declare their concerns and observations on this application.

The following items were voiced:

- Limited access to the properties in question
- Concern on access of emergency services
- Absence of application notification to adjoining properties in Silverdale Close
- Restricted access during building
- Questionable number of bedrooms, shown as 2 on the pre-application and 3 on the final.
- High water table
- Anecdotal evidence of the presence of a disused well
- Questionable ridge height of new property in excess of adjacent existing property (16.72m for Merryfield and 15.5m for existing Dovetails)
- Concern that further changes would not be advised through the planning system
- Questionable proximity to existing properties
- Matters of invasion of privacy/overlooming

In response to the above, two members of A Property Developers present gave assurances that access during construction, giving examples of current development in Bampton and confirmed that the application sought 3 bedrooms. Furthermore, they assured those present that the concerns will be addressed within the confines of planning law.

16/155 PLANNING APPLICATION REF 3/04/17/004 MERRYFIELD, BRUSHFORD

The meeting then discussed this application, thing into account the concerns raised during Deferment of Business (above).

It was agreed that the Clerk would draft a response to WSC Planning to be circulated to Councillors. This is to be issued to WSC on agreement to its contents.

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N Prouse Chairman 11/04/17