

**LOPEN PARISH COUNCIL**  
**Minutes of the Meeting held in**  
**The School Room, Church Street, Lopen**  
**7 pm, Tuesday 13 June 2017**

Present : N Jones (Chairman), S Crane, E Moore, V Canton

In attendance : L Wilson, Parish Clerk. Members of the Public : 6

The meeting commenced at 7.12 pm.

**184/17 Apologies** were received from County Cllr Adam Dance. Neither District Cllr Raikes or Jed were present.

**185/17 Declaration of Interests** : None

**186/17 Minutes of the 22 May 2017** : amendments made at 162/17 by replacing the word "school" to "operator", and at 169/17 replacing the company name "Devonport Soils" with "Davenport Saws". The minutes were then agreed and signed by the Chairman.

**187/17 Matters arising from the minutes of the 22 May 2017**

- Despite the Clerk and another Councillor searching online without success, The Chairman had managed to find a secondhand copy of Arnold Baker's Guide on Local Council Administration on Amazon for £9.99.
- Contact had been made with the executor of the estate/property where the Parish Bier was stored and an agreement made for access on his next visit to the property.
- A weekly check log had been made to be installed next to the Defibrillator so that checks could be recorded and for contact details of keyholders to be displayed.
- Cllr Moore updated the meeting on the quotations he had obtained for annual servicing on the mower in an effort to find a more competitive company. Crewkerne Horticultural had quoted £59.50 and were the most competitive; the most expensive being £130. It was suggested that Yeovil Hire Centre in Chard were a possibility so Cllr Moore agreed to contact them and bring that information to the next meeting so that a decision could be made.

## **Financial :**

### **188/17 Internal Audit Review**

The document that forms part of the Parish Council's Annual Return had been previously circulated to Councillors to inspect. The Chairman updated those present that Ian Benfield had carried out the internal audit, having inspected the Council's Standing Orders and Financial Regulations, Original Sales and Purchase Ledgers, Bank Reconciliation, VAT file, PAYE file, Pension Regulator Declaration, Bank Statements, Cheque stubs, Asset Register. He had signed the internal auditor's declaration with no comments noted.

### **189/17 Annual Governance Statement**

The previously circulated document was read by the Chairman, each item in turn approved and agreed by all Councillors present, then signed and dated by The Chairman and Clerk as required.

### **190/17 Accounting Statements 2016/17**

The previously circulated document, signed, as required, on the first part of Section 2, by the Clerk in advance of the meeting, was outlined by The Clerk, together with the accompanying Bank reconciliation and agreed by all Councillors present. The document was approved by all present, and duly signed and dated during the meeting at the relevant sections by the Chairman and the Clerk.

**191/17 Bank Mandate** As the Bank required a completely fresh mandate for deletion of a Councillor from the list of signatories, the new document was signed by the relevant Councillors, otherwise the same as previously, and it was agreed it would be returned to the Bank by the Clerk.

### **192/17 Consideration of co-option of new Councillor**

The application of Simon Frackiewicz to the Council was discussed and considered. His co-option was proposed by the Chairman and seconded by another Councillor. Mr Frackiewicz duly signed his Declaration of Office and joined the Council.

### **193/17 Future Footpath Project Dates & Parish Council Meeting Dates**

Councillor Moore introduced the proposition that as the recent Footpath project day had been a success, he would like to see this repeated every couple of months. The 2 September was mooted, but further discussion led to the suggestion that it could be tied in as a joint event with the annual churchyard clearance. Cllr Canton also suggested that clearance could

include the footpath at the top of their field in readiness for the Village Picnic. It was believed that Saturday the 5th August would be the relevant date.

It was agreed that there would be no Parish Council meeting in August. Meeting dates were fixed for Thursday 20th July and Thursday 14th September, both at 7 pm.

### **194/17 Planning**

Planning Application No 17/02027/FUL The Birches, Water Street, Lopen: The plans and documents were considered and discussed. Two Councillors gave their observations from their recent independent site visits. All agreed there were no particular issues with the development and that SDDC could be informed accordingly by the Clerk.

### **195/17 Items for future consideration (no decisions to be taken)**

Village Plan : Councillor Frackiewicz indicated he would like the Council to undertake a Village Plan, perhaps with an open day as a precursor to gather ideas from residents. The Chairman commented that the Village Meeting earlier in the year had been in an effort to gather such comments, had been well publicised but garnered few attendees. However it was also noted that even very recently a large number of new residents had moved into the village, and therefore there may be a greater interest if the village were canvassed again. One member of the public asked whether it might be viable to revisit the topic of residential development restrictions. It was agreed that a Village Plan should be a topic for a subsequent meeting Agenda.

Broomhill Lane Traffic : A member of the public voiced great concern about the amount of heavy industrial traffic using Broomhill Lane, some drivers initially in ignorance of the fact that the lane was unnavigable for large lorries, and often directed down the lane via their SatNavs, but even when alerted to the issues some continued in any event and then had to negotiate a way of turning, which caused damage to the banks - part of the Old Fosse Way, so of historic as well as natural value, hedgerows, trees (some now pulled out by their roots as a result) and potentially to private property. Currently there is no signage to indicate that the lane is unsuitable for high-sided vehicles. The Chairman indicated that the topic of Broomhill Lane had been raised in the recent Highways SIS review and that the Council had requested a lower speed limit. It was agreed it was point to keep pursuing with Highways.

The meeting closed at 8.35 pm