

# UNCONFIRMED MINUTES

## Great Elm Parish Council

(Website: [greatelmparishcouncil.webs.com](http://greatelmparishcouncil.webs.com))

### Minutes of the Great Elm Parish Council Meeting held in the Village Hall on Monday 23 November 2015 at 7:30pm

**Present:** Ric Swann Council Member (Chaired meeting)  
Charlotte McKean Council Member  
Kevin Whitmarsh Council Member  
Gerry Peachey Council Member  
Joy Book Clerk to the Parish Council  
No members of the village community

1 **Apologies:** Edmund Thompson

2 **Public Participation:** None

3 **Declarations of Interest:** None

4 **Minutes of Previous Meeting:** Agreed as correct.

5 **Matters Arising or Outstanding from the last meeting:**

5.1 *Overgrown hedge:* The owner of Old Court Farmhouse has received a letter from Somerset CC requesting that the hedge is cut back which the owner has agreed he will do.

6 **Highways/footpaths**

6.1 *Reinstatement of white lines:* Clerk to chase Somerset CC for the reinstatement of the line from Cox's Farm to the end of Court Farm. The previous white line gave the impression of limiting the width of the road and vehicles did drive noticeably slower.

6.2 *Large lorries – Elm Lane/Vallis:* The current 5T sign is now an invalid restriction. The matter has been referred to the Bridges and Structures Team at Somerset CC who will inspect the area with a view to the installation of additional warning signs.

6.3 *Footpaths:* Notification had been received that footpath FR5/11 had been blocked by fallen trees. Ric Swann reported that he had walked the footpath and could find no inaccessible areas. However, the path along the river to Mellis does have several trees blocking it. Clerk to report to Somerset CC and will also ask for a map of all the footpaths in the area.

7 **Financial report and matters**

7.1 Mendip District Council – Election costs £129.22  
Payment of Clerk's quarterly PAYE (3 x £8.60) £25.60

7.2 *Budget for 2016/2017:* After discussion, Ric Swann proposed a modest increase to the precept that had been held at the same level of £1,400 for many years. Figure to be finalised at the January meeting.

8 **Planning**

Location	Application No & Type	Proposal	Mendip Decision
Hapsford Mill Hapsford Hill	2014/1086/VRC	Variation of condition 1 on planning permission 2009/0094 for the use of the first and second floors of the building for C3 residential use.	Approved

Clerk: Miss Joy Book  
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Email: [parishcouncils.frome@gmail.com](mailto:parishcouncils.frome@gmail.com)

5 The Cooperage  
Frome  
Somerset BA11 1JX

**9 Correspondence**

9.1 *Frome Town Council Bus Survey:* As the bus currently runs every two hours with the timings being unsuitable for commuters or school children it was felt that circulating the survey to all residents would not be relevant. Clerk to put survey on website.

**10 Clerk's matters**

10.1 *Parish Council website:* Clerk has put together a basic website which covers all the items require to be compliant with the Transparency Code. Website was approved and can now be advertised.

10.2 *Risk Management Strategy & Risk Assessment:* Risk Management Strategy was proposed by Ric Swann and seconded by Kevin Whitmarsh. The Risk Assessment document requires some dates to be confirmed as the Clerk does not have the relevant documents on file.

10.3 *Change of date for January 2016 meeting:* Next meeting will now be held on Monday 18 January as the Clerk is unable to attend on the planned meeting date. Clerk to check hall availability.

**11 Any Other Business: None**

Meeting closed at 8.50pm.

**Date of the next Meeting**

Monday 18 January 2016 at 7.30pm in the Village Hall

**Signed by E Thompson (Chair)**

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**Date**

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