

## Outside Bodies - Reports

**Axbridge Action Group:** The Group continues to progress the implementation of the main recommendations of the Haire report. **Baz Hamblin**

**King John's Hunting Lodge Museum:** There are on-going concerns over funding and the continued operation of the museum. It is hoped that the funding from Sedgemoor District Council will be at least maintained and not reduced. There are various grants available for museum projects but not for the day-to-day running costs. Talks have been held with the National Trust aimed at a reduction in rent paid to them and every effort has been made to reduce overall running costs by cutting honoraria paid to certain posts within the board of trustees and the curator. The 'Friends of Axbridge and District Museum' are formulating a fund raising programme. In spite of the best efforts of the trustees and friends there will almost certainly be another shortfall in funding for the coming year which will have to be made up from reserve funds unless another source of revenue can be secured. **Baz Hamblin**

**Axbridge Chamber of Commerce:** Axbridge Chamber of Commerce received a briefing on the Local Development Framework from representatives of Sedgemoor District Council on 18<sup>th</sup> November 2009. On the same evening the Chamber also received briefings from the Axbridge Action Group on their proposals for Traffic management and parking in the town and the Axbridge Town Design Statement project team. At a subsequent meeting of the Chamber of Commerce it was agreed that we should support both the Action Group and the Town Design Statement team and their proposals. It was also agreed that we should comment on the Core Strategy document titled "Shaping the Future of Sedgemoor 2006-26" dated September 2009. The Chamber intends to hold another networking event in the near future to offer any business in the area (not necessarily members of the Chamber) an opportunity to meet other businesses and explore areas of mutual interest. **Baz Hamblin**

### **SMTF Report for TC: 12<sup>th</sup> January 2010**

- SMTF held their AGM in Axbridge on Wednesday 25<sup>th</sup> November. It was well attended and very successful. Councillor Trotman was elected Chair. <http://www.somersetmarkettowns.co.uk/news/178> for reports on the meeting.
- SMTF are currently running two training courses. The "Funding Projects" course is fully signed up. The "Making Projects Happen" course is in Glastonbury on February 6<sup>th</sup>. There are a couple of places remaining, at a cost of £15 per attendee. More details at <http://www.somersetmarkettowns.co.uk/news/181>
- The 2nd Conference for Market and Coastal Towns in the South-West will take place on Saturday February 20th at Tiverton, Devon, with a theme of "Sustainable Market Towns". The theme will be how can we make our towns more sustainable and resilient. Keynote speakers will be announced soon, and there will be workshops on town-scale renewable energy, asset transfers and community land trusts. Somerset has just 18 places for this - email [matt@somersetccc.org.uk](mailto:matt@somersetccc.org.uk) to book your place.
- The next SMTF Network Event will be in Minehead in March. Details TBA.

SMTF is suffering from the same funding problems as everyone else. Membership is currently free. However it is possible that this will change in the future. This is just one of many ways SMTF is currently looking at raising funds in order to carry on with their work

**JENNIFER TROTMAN**

### **Other Representative Reports:**

**Somerset Waste Partnership:** I represented the Town Council at the meeting held at Bridgwater on 20<sup>th</sup> November 2009 to discuss progress made to date by the Somerset Waste Partnership. A written record of this meeting has been received by the Clerk. The following points are noted:

1. The Waste Partnership and their contractors do not seem to be actively exploiting the full commercial value of recycled items and are content that they are not being placed in landfill.
2. Waste food has been collected for approximately two years and there is still no agreement on how or where to process this resource. It is generally accepted that a bio-digester should be built somewhere near the centre of the County where food waste could be processed to produce methane which could be used to generate a reasonable amount of electricity for sale to the National Grid and create a useful soil conditioner. Since it has not been possible to agree the site or size of the plant required one third of our food waste is transported to Shropshire where it can be processed; the other two thirds is allowed to compost into a soil conditioner at the Dimmer site.
3. The Waste Partnership is opposed to handling any business waste in spite of the fact that a lot of business waste has a positive commercial value.

However, it should be noted that there have been many lessons learnt from trials in Axbridge and elsewhere and recycling rates in Somerset are among the best in the Country and improving. **Baz Hamblin**

**Help Make Poverty History:** I represented the Town Council at a meeting held at Compton House on 7<sup>th</sup> January to discuss Fairtrade Fortnight which is between 22<sup>nd</sup> February and 7<sup>th</sup> March 2010. The aim is to encourage all households and businesses to support 'The Big Swap' and replace a product normally used by them for a fair-trade equivalent product. The organisers would be grateful if a leaflet promoting Fairtrade Fortnight could be distributed with the January edition of 'Oyez' at no cost to them. A number of events are being planned including a fashion show and a wine tasting; more details will be available in early February. It was also noted that the certificate awarded to the town for its fair-trade status has no permanent home. It was felt that if it was located in the council chamber it would not be seen by many people and if it was located in the museum it would be seen by more people but only during the summer opening hours. It was suggested that a photocopy of the certificate could be offered to the Coop shop for display.

**Proposed:** That this council will permit the distribution, free of charge, of a leaflet promoting Fairtrade Fortnight 2010 with the January edition of 'Oyez'. **Baz Hamblin**

**Pulse Community Radio:** It is anticipated that a community radio station is opened this year to cover the Cheddar Valley area. It is intended that the station would be manned by volunteers and the very low running costs would be covered by a combination of grants and advertising revenue. I have had a couple of lengthy conversations with the local organiser of Pulse Radio, Mark Carney, and it would appear to be a very well thought-out project. Because the station will be run by volunteers of all ages there are training opportunities for presenters, technicians and administration support staff. Local businesses will benefit from low-cost advertising aimed at their immediate markets. This project is worthy of support from this Town Council.

**Proposal:** That this council will write to Pulse Radio expressing support for their aim to introduce a community radio station to cover the Cheddar Valley. **Baz Hamblin**

**AXBRIDGE TOWN COUNCIL**  
**Draft Minutes of the Planning and Licences Committee held on**  
**Monday 16th November 2009 at the Town Hall, Axbridge**

**Meeting Commenced:** 6.00pm  
6.29pm

Meeting concluded:

**Present:** Councillors B Hamblin (Chairman), M Taylor and Mrs J Trotman together with Mrs V Brice, Town Clerk

**Apologies for Absence:** Councillors C Byrne, J Gall and Mrs P Ham

**Also in attendance:** Two members of the public

**P57/09 Minutes of the meeting held on 2 November 2009**

**RESOLVED:** that the minutes of the meeting held on 2<sup>nd</sup> November 2009 be approved as a correct record and signed by the Chairman.

**P58/09 Declarations of Interest** - none

**Public Participation**

**The meeting adjourned at 6.03pm**

[A member of the public objected to application 02/09/00034 Land to the South of Trafalgar Cottage, Jubilee Road on highway related grounds]

**The meeting resumed at 6.06pm**

**P59/09 Planning Applications**

**02/09/00034/RSM** (outline planning application)

Applicant: Miss P E Edbrook

Proposal: Erection of three dwellings with parking court

Location: Land to the South of, Trafalgar Cottage, Jubilee Road, Axbridge, BS26 2DA

**RECOMMENDATION TO THE TOWN COUNCIL:** that the Town Council be recommended to object to this application on highways grounds – particularly in relation to access, visibility lines and the proximity to the junction and that the application has missed the opportunity to provide parking for the owner of Trafalgar Cottage and for the neighbouring cottages.

**02/09/00031/JAB**

Applicant: Sedgemoor District Council

Proposal: Erection of single storey rear extension and formation of vehicular access and parking

Location: 21 Orchard Road, Axbridge, BS26 2DB

**Resolved:** that Sedgemoor District Council be advised that the Town Council has no observations to make on the above mentioned application, except to note that the plan showing the 1:500 site drawing is incorrect as the extension should be shown in the centre of the existing dwelling.

**02/09/00030/DRT**

Applicant: Miss M Lucas

Proposal: Erection of two storey side extension, partly on site of garage (to be demolished), single storey rear extension and formation of access  
Location: 2 Station Road, Axbridge, BS26 2BP

**Resolved:** that Sedgemoor District Council be advised that the Town Council has no observations to make on the above mentioned application.

**02/09/00032/RSM**

Applicant: Mr M Anderson  
Proposal: Installation of LED light within clock surround to front elevation  
Location: Axbridge Town Hall, The Square, Axbridge, BS26 2AR

**Resolved:** that Sedgemoor District Council be advised that the Town Council has no observations to make on the above mentioned application.

**P60/09 Enforcement Issues**

Footpath, Old Butchers' Yard – a further site meeting would be held on Tuesday 8<sup>th</sup> December 2009 at 2pm at which all interested parties would be represented.  
6 West Street – members sought an update on this work.

**P61/09 Local Development Framework**

Members discussed this matter but did not wish to make any specific response to the proposals set out in the Local Development Framework. It was noted that the Chamber of Commerce would be considering both the Framework and Core Strategy at its next meeting.

**P62/09 Planning Decisions and Correspondence**

02/09/00027 Erection of single storey rear extension, 6 Mendip Close, Axbridge – Permission Granted  
02/09/00029 Holm Trees, The Court, St Mary's Street – the owner would be advised that Sedgemoor District Council were very happy with the management of the trees and did not, therefore, consider it necessary to apply Tree Preservation Orders to the trees at the present time.

**P63/09 Date of Next Meeting**

**RESOLVED:** that the next meeting be held on Monday 30th November 2009 at 6.30pm to include the application relating to Leighton House, St Mary's Street, Axbridge.

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Chairman

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Date

**AXBRIDGE TOWN COUNCIL**  
**Draft Minutes of the Planning and Licences Committee held on**  
**Monday 30th November 2009 at the Town Hall, Axbridge**

**Meeting Commenced:** 6.30pm  
7.12pm

Meeting concluded:

**Present:** Councillors B Hamblin (Chairman), Mrs P A Ham, M Taylor and Mrs J Trotman together with Mrs V Brice, Town Clerk

**Apologies for Absence:** Councillors C Byrne and J Gall

**Also in attendance:** One member of the public

**P64/09 Minutes of the meeting held on 16 November 2009**

**RESOLVED:** that the minutes of the meeting held on 16th November 2009 be approved as a correct record and signed by the Chairman.

**P65/09 Declarations of Interest**

Councillor Taylor – declared a personal and prejudicial interest in the item relating to proposed development in Axbridge, living in close proximity to the site, and would leave the meeting during consideration of this matter (minute P68/09 refers)

**Public Participation**

**The meeting adjourned at 6.32pm**

[An agent representing a developer briefly outlined proposals in relation to land to the south of Houlgate Way]

**The meeting resumed at 6.36pm**

**P66/09 Planning Applications**

**02/09/00033/RSM**

Applicant: Mr Tincknell

Proposal: Erection of replacement dwelling on site of existing (to be demolished), erection of garage/workshop, demolition of existing garages

Location: Leighton House, St. Mary's Street, Axbridge, BS26 2BN

**Resolved:** that Sedgemoor District Council be advised that the Town Council has no observations/objections to make on the above mentioned application, but would welcome clarification on whether there was a need for a conservation area application and where the central flue from the lounge goes to upstairs.

**P67/09 Enforcement Issues** – no updates

**P68/09 Development Proposals in Axbridge**

Reference was made to the correspondence received from the agent, and outlined during public participation, on a proposal to seek to develop land to the south of Houlgate Way for mixed use development to provide both housing and employment opportunities. 50 dwellings had been mentioned.

**At this juncture, Councillor Taylor, having declared a personal and prejudicial interest, left the meeting.**

**RECOMMENDED TO THE COUNCIL** – that the Council do not support the proposal for development of this kind on land to the south of Houlgate Way, which is outside/against the proposed Core Strategy and outside the development boundaries.

**At this juncture, Councillor Taylor returned to the meeting**

**P69/09 Planning Decisions and Correspondence**

02/09/00031 Erection of single storey rear extension and formation of vehicular access and parking at 21 Orchard Road – amended plans received.

**P70/09 Date of Next Meeting**

**RESOLVED:** that the next meeting be held on Monday 14<sup>th</sup> December 2009 at 6.00pm to include the application relating to 36 High Street, Axbridge.

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Chairman

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Date

**AXBRIDGE TOWN COUNCIL**  
**Draft Minutes of the Planning and Licences Committee held on**  
**Monday 14<sup>th</sup> December 2009 at the Town Hall, Axbridge**

**Meeting Commenced:** 6.10pm  
6.40pm

Meeting concluded:

**Present:** Councillors B Hamblin (Chairman), Mrs P A Ham and Mrs J Trotman together with Mrs V Brice, Town Clerk

**Apologies for Absence:** Councillors C Byrne, J Gall and M Taylor

**P71/09 Minutes of the meeting held on 30<sup>th</sup> November 2009**

**RESOLVED:** that the minutes of the meeting held on 30th November 2009 be approved as a correct record and signed by the Chairman.

**P72/09 Declarations of Interest**

Councillor Hamblin – declared a personal and prejudicial interest in the planning application relating to 36 High Street (02/09/00037 refers) as the applicant is the Secretary of the Chamber of Commerce, of which he is Chairman.

**No members of the public were present**

**P73/09 Planning Application**

**02/09/00037/RM**

Applicant: Mr and Mrs D Maclay  
Proposal: Installation of first floor window and reinstate door in front, East elevation, installation of first floor window, replacement windows and downpipe in West elevation, installation of replacement first floor window in South elevation and internal alterations to create first floor annexe accommodation  
Location: The Lion, 36 High Street, Axbridge, BS26 2AF

The Clerk advised that, due to the interest declared, the meeting would not be quorate for consideration of this item and no decision could therefore be made. On the advice of the Somerset Association of Local Councils, the Clerk would explain this in the response to Sedgemoor District Council and just advise of the views of the members present.

**At this juncture, Councillor Hamblin, having declared a personal and prejudicial interest, left the meeting.**

**Resolved:** that the Clerk respond to Sedgemoor District Council to explain the situation and to advise that as no members of the public, or councillors present at the meeting, raised any objections she is quite sure of providing a “no observation” response.

**At this juncture, Councillor Taylor returned to the meeting**

**P74/09 Enforcement Issues**

Footpath, Old Butchers’ Yard development – the meeting on 8<sup>th</sup> December 2009 had included a representative of Somerset County Council. It was hoped that a solution

may be to provide a rubbing strip and a technical survey and risk assessment would take place accordingly. The Council would monitor the situation to ensure progress was being made.

6 West Street – Sedgemoor District Council understood that the scaffolding would be removed by Christmas. This situation would also be kept under review.

### **P75/09 Sedgemoor District Council's Local Development Framework and Core Strategy**

This matter had been considered by the Highways Advisory Group and would shortly be considered by the Administration and Finance Advisory Group. Preferred Option SS 1 for Key Rural Settlements, which included Axbridge read as follows

Key Rural Settlements (10 places listed inc. Axbridge) -“will be the focus for limited housing growth, within existing settlements through infill and redevelopment opportunities. In addition appropriate small-scale employment growth will be encouraged that is of an appropriate scale and that will create or retain local jobs to reduce the need to travel, diversify the rural economy, and promote sustainable communities. Should provide collectively about 550 new homes 2006 and 2026. These places will be the focus for the provision of key local services and facilities to serve their rural communities.

**RESOLVED** – that, in addition to the comments made by the Highways Advisory Group, the Council's response include the following

- 1) that the Council supports the relevant core strategy Option SS1 where it refers to Key Rural Settlements. It is agreed that the focus on Axbridge is for limited housing, within existing settlements through infill and redevelopment opportunities. The words “.In addition” should be changed to “, to include”, so that it is clear that appropriate small-scale employment growth will be encouraged on suitable infill sites
- 2) that all Town and Parishes should be encouraged to have a Town/Village Design Statement

### **P76/09 Planning Decisions and Correspondence**

North Somerset Core Strategy- members noted the aims of the strategy.

02/09/00031 Erection of single storey rear extension and formation of vehicular access and parking at 21 Orchard Road – Permission granted

02/09/00033 Erection of replacement dwelling on site of existing (to be demolished), erection of garage/workshop, demolition of existing garages at Leighton House, St Mary's Street – the Clerk advised that Conservation area consent is not required to demolish buildings and some structures where the demolition of the building (in this case the original dwelling) is required by a planning condition attached to a planning permission. A condition would be attached accordingly.

02/09/00034 Erection of three dwellings with parking court on land to the south of Trafalgar Cottage, Jubilee Road – the planning officer had supported the views expressed by the Town Council.

Sedgemoor District Council – Scheme of Delegation – a copy had been received for information.

Sign – Oak House – this had been erected without permission and was not appropriate within a conservation area.

**RESOLVED:** that the Clerk write to the owner to ask that the sign be removed.

**P77/09 Date of Next Meeting**

**RESOLVED:** that the next meeting be held, if needed, on Monday 11th<sup>h</sup> January 2009 at 6.00pm.

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Chairman

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Date

**AXBRIDGE TOWN COUNCIL**  
**Draft Minutes of the Planning and Licences Committee held on**  
**Monday 11<sup>th</sup> January 2010 at the Town Hall, Axbridge**

**Meeting Commenced:** 6.10pm  
6.30pm

Meeting concluded:

**Present:** Councillors B Hamblin (Chairman), M Taylor and Mrs J Trotman together with Mrs V Brice, Town Clerk

**Apologies for Absence:** Councillor Mrs P Ham

**P78/09 Minutes of the meeting held on 14<sup>th</sup> December 2009**

**RESOLVED:** that the minutes of the meeting held on 14<sup>th</sup> December 2009 be approved as a correct record and signed by the Chairman subject to minute 73/09 being amended to indicate that Councillor Hamblin returned to the meeting.

**P79/09 Declarations of Interest**

Councillor Taylor – declared a personal and prejudicial interest in relation to proposed development in Axbridge, living in close proximity to the site, and would leave the meeting should it be appropriate to do so.

**No members of the public were present**

**P80/09 Planning Applications**

**02/09/00040/RSM**

Town and Country Planning Act 1990 (as amended)

Town and Country Planning General Development Orders 1995

Applicant: Mr and Mrs S Garden

Proposal: Demolition of outbuilding to the rear of the property and construction of new studio

Location: The Old Angel, The Square, Axbridge, BS26 2AP

And

**02/09/00041/RSM**

Planning (Listed Buildings and Conservation Areas) Act 1990

Applicant: Mr and Mrs S Garden

Proposal: Demolition of outbuilding to the rear of the property and construction of new studio

Location: The Old Angel, The Square, Axbridge, BS26 2AP

**RESOLVED:** that Sedgemoor District Council be advised that the Town Council has no observations to make on these applications.

**P81/09 Enforcement Issues**

Footpath, Old Butchers' Yard development – no further update

6 West Street – Members were concerned that the scaffolding still remained and was not covered or lit. The Clerk would advise Sedgemoor District Council accordingly.

Sign at Oak House – a letter was being sent to the owner requesting that the sign be removed.

## **P82/09 Sedgemoor District Council's Local Development Framework and Core Strategy**

The Clerk had responded in accordance with the Council's wishes. Members noted the response to the Core Strategy from an agent who had identified land at Houlgate Way for possible development. This matter was on the agenda for the Council meeting to be held on 18<sup>th</sup> January 2010.

## **P83/09 Planning Decisions and Correspondence**

02/09/00030 Erection of two storey side extension, partly on site of garage (to be demolished), single storey rear extension and formation of access at 2 Station Road, Axbridge – Permission granted

02/09/00032 Installation of LED light within clock surround to front elevation at Town Hall, Axbridge – Permission granted

02/09/00034 Erection of three dwellings with parking court on land to the south of Trafalgar Cottage, Jubilee Road – Permission refused

02/09/00037 Installation of first floor window and reinstate door in front, East elevation, installation of first floor window, replacement windows and downpipe in West elevation, installation of replacement first floor window in South elevation and internal alterations to create first floor annex accommodation – Permission granted.

## **P84/09 Date of Next Meeting**

**RESOLVED:** that the next meeting be held, depending on planning applications, on Monday 1<sup>st</sup> February at 7.00pm.

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Chairman

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Date

Core Strategy – Notes by Councillor Hamblin

*4.119. Axbridge is constrained by the Mendip Hills Area of Outstanding Natural Beauty (AONB) to the north and by an area of flood risk to the south. Furthermore the historic character of the centre makes it particularly sensitive to new development, particularly in terms of design, parking and access. Axbridge, in line with other settlements in the north eastern part of the district, commands high house prices and as a consequence has a considerable level of affordable housing need. Self-containment is an issue given the levels of out commuting, particularly given the lack of direct public transport links with Bristol, a key commuter destination.*

The above implies restriction of development to existing boundaries. The housing needs survey conducted in Axbridge by the Community Council for Somerset identified a 'modest' rather than 'considerable' need for affordable housing. I would like to know exactly what the writer means by 'self-containment'.

*4.138. The preferred spatial strategy identifies a need to provide 550 new homes collectively in the ten key rural settlements. As at least half of this requirement has already been constructed or committed since 2006 so the actual levels of new housing development in these settlements will be significantly lower compared to past rates.*

We appear to have sufficient market housing in Axbridge with sufficient infill opportunities for the future. Any development outside the present building boundary can only be affordable housing and not the mix of affordable and market housing proposed by the agent who recently made a presentation to the TC.

*4.139. All ten key rural settlements currently have settlement boundaries that can accommodate small scale infill development opportunities at the scale required by the spatial strategy. It is intended that these will be retained in the final version of the Core Strategy however, given that opportunities will be more limited, it is essential that any development that does take place contributes to the overall objectives for the key rural settlements.*

Well that confines us to the present building boundaries except for exceptional development.

*Preferred Option SRC 1 Rural Housing Provision  
Within Key Rural Settlements, the Core Strategy will allow modest and sympathetic growth to occur within defined settlement boundaries, of a scale appropriate to the size, location and characteristics of the particular community. This will be through the combination of open market and affordable housing in order to encourage and enable young and old the opportunity to remain within their local communities.*

*Outside of the Key Rural Settlements, the Core Strategy will allow for limited growth that meets identified needs in those smaller settlements where a minimum level of services and facilities are available, on sites exceptionally release for that purpose.*

And that's the clincher.

Paragraphs 4.141 – 4.144 and Preferred Option SRC 2 deal with development for employment opportunities in much the same way as the above deals with housing. The policy is to re-use existing buildings for 'employment generating uses' or use infill sites if it is appropriate to the area and community.

**Axbridge Town Council**  
**Administration and Finance Advisory Group**

Report to Council for January 2010.

**Meetings.** The group met on Monday 14<sup>th</sup> December 2009.

Present: Councillors Mrs Browne, Mrs Trotman & The Town Clerk, Mrs Brice.

Apologies: Councillors Gall and Taylor

Also the group met on Monday 11<sup>th</sup> January 2010.

Present: Councillors Mrs Browne, Gall, Taylor, Mrs Trotman & The Town Clerk, Mrs Brice.

**Accounts.** The accounts for November and December have been checked by members and were accepted. The 3<sup>rd</sup> quarter report for council will be issued for the January meeting.

(Agenda item).

The precept request form has been submitted to SDC.

**Insurance.**

**Volunteers** - further clarification was being sought on insurance cover, particularly as to whether some form of general cover can be obtained for regular activities such as gritting and litter picking..

**Marker Stones.** Now covered.

**Bus shelter , Laptop Computer, Defibrillator.** A quote for appropriate cover for these items is to be obtained.

**Public Liability Cover.** The list provided by the insurance company was checked by members and amendments agreed.

**Grants from the Town Council.** . Two grant requests had been received - Team Somerset 500 Club (to support athletes) and from Cheddar Valley Railway Line (towards maintenance).

(Agenda items)

**Standing Orders.**

**Updates.** The policy on the funding of Town Events has been incorporated.

**New Model Standing Orders** are soon to be available followed by a clerk's training event.

**Replacement Office Equipment.** Currently no further expenditure required

**Risk Assessment.** An entry may be needed to cover bad weather actions eg. gritting by lengthsman.

**Power of well being.** Certificates for the five councillors who attended the training course have been received.

**War Memorial.** It has been suggested that a name may be missing from the war memorial. The procedure for verifying and rectifying this has been checked with the Rector and SALC and it seems the Town Council is responsible for deciding whose names appear on the memorial.

As the gentleman in question is commemorated on the Cheddar War Memorial and in Axbridge Church it may not be necessary/appropriate to include his name on the Axbridge War Memorial. Final guidance is awaited from the War Graves Commission.

Councillor Bratt has agreed to obtain quotes for cleaning of the memorial.

**SDC Funding Request** – Members considered the request for funding by SDC.

Whilst sympathising with the plight of Sedgemoor District Council, the Group recommended that the Town Council do not contribute to the services as suggested by Sedgemoor District Council. The amount of contribution requested was about 1.5 times the level of precept currently agreed by the council and with only approx. 1,500 electors it was far too large a burden on a small Town, which had already purchased the car park from the District Council, facilitating an income of £180,000. This council has effectively further funded the DC by having now to pay fully for services that were previously grant aided by the District Council.

There is a limit on the amount local residents are prepared to pay. In addition, the council may not have any jurisdiction, control or decision making capability on how any funding from the Town Council was used.

If the Town Council was to take on any services from the District Council, this would need to be appropriately funded and managed by the Town Council and needs to be carefully considered given the fact that the council consists of unpaid volunteers who may not have the expertise necessary in delivering services managed, at present, by paid officials.

(Agenda item)

**Cemetery Rules and Regulations update.** The rules need to be reviewed to include, in particular, requirements for the installation of headstones. An application form had been produced for future use. The Clerk hoped to attend a training day on 24<sup>th</sup> March and the rules will be reviewed after that date. Councillor Mrs Browne expressed an interest in attending.

Details of the course were still awaited and would be an agenda item in due course.

MT(12/01/10)

Axbridge Town Council - Summary Receipts & Expenditure - 31st December 2009 Third Quarter Report			
	<b>Actual</b>	<b>Budget</b>	<b>To-date</b>
	<b>2008/09</b>	<b>2009/2010</b>	<b>2009/10</b>
<i>General Account</i>			
<b>PAYMENTS</b>			
<b>Revenue Expenditure</b>			
Clerk's Salary & Tax	14639.31	17000.00	10447.21
Additional Salary - Quality Status	413.12	0.00	0.00
Additional Salary - Data project		1000.00	258.10
Admin. Expenses	1378.74	1900.00	1805.70
Insurance	1499.77	1600.00	1778.52
Emergency Planning		100.00	0.00
Changing Rooms loans repayments	7800.10	7800.10	3900.05
Car Park loan repayments		5300.00	0.00
Promoting Axbridge	676.08	750.00	455.63
Education	80.00	200.00	40.00
Town Hall Charges	1000.00	1450.00	1450.00
Allotments (rent & maintenance)	450.58	400.00	214.00
Auditors' Fees	482.10	600.00	514.60
Adverts	0.00	100.00	0.00
Mayor's Allowance	1000.00	1250.00	1250.00
Town Crier's Honorarium	100.00	125.00	125.00
Carers' Allowances		500.00	0.00
Cemetery maintenance	1668.48	1900.00	1153.38
Furlong grass & hedge cutting	3555.12	4000.00	2210.13
Changing Rooms Manager	1220.99	2300.00	1581.60
Changing Rooms Build Fund	2352.00		0.00
Play area & Furlong repairs maint.	514.52	2200.00	2524.65
Play area & Furlong litter & bins	853.80	1400.00	598.00
Town Maintenance Contract	2124.02	3100.00	1897.50
Cycleway bin emptying contract		750.00	0.00
Meadow Street Car Park	1240.00	0.00	0.00
Subscriptions	588.08	550.00	478.89
Elections	0.00	900.00	0.00
Furlong lease	165.00	165.00	123.75
Sundry	23.00	200.00	0.00
<b>Total:</b>	<b>43824.81</b>	<b>57540.10</b>	<b>32806.71</b>
<b>Capital expenditure</b>			
Play area equipment fund	0.00	1000.00	0.00
Play area seats and bins	492.00		
Play area safety surface fund	0.00	500.00	0.00
See-Saw	3113.45		
Street Lights	0.00	0.00	0.00
Back Lane lighting and safety proj.	280.25	0.00	2768.00
Allotments car park	554.81	0.00	793.39
Allotments Water		500.00	0.00
Axbridge Design Statement	0.00	0.00	0.00

Footpath to cemetery	750.00		
War Memorial Cleaning	0.00	0.00	0.00
Jubilee Hedge planting	0.00	0.00	0.00
Notice Boards	0.00	0.00	0.00
Town Marker stones	560.00	0.00	0.00
Storage cabinet - fireproof	549.00		
Youth Shelter	7206.60	0.00	0.00
Cricket Nets	0.00	0.00	0.00
Kissing Gate	0.00		
Containers	3000.00		
Regalia-refurbishment/replacement	200.00	0.00	0.00
Office Equipment Fund		250.00	637.07
Clerk's training course		1000.00	1803.75
<b>Total:</b>	<b>16706.11</b>	<b>3250.00</b>	<b>6002.21</b>
<b>Grants</b>			
Town Trust planters	300.00	300.00	0.00
Town Hall grant	3640.00	3640.00	3640.00
Axbridge and District Museum Trust		1000.00	
Xmas lights & trees	989.00	750.00	0.00
British Legion	75.00	75.00	75.00
Youth Fund	0.00	0.00	0.00
Various - Regular (Type A)	350.00	350.00	300.00
Various - Misc.(Type C)	295.00	200.00	0.00
<b>Total:</b>	<b>5649.00</b>	<b>6315.00</b>	<b>4015.00</b>
<b>VAT paid</b>	3850.89		1402.35
<b>Total Payments:</b>	<b>70030.81</b>	<b>67105.10</b>	<b>44226.27</b>
<b>RECEIPTS</b>			
Precept	46000.00	56000.00	56000.00
Lloyds Bank Interest	726.19	500.00	32.76
Cemeteries	1310.00	400.00	550.00
Allotments rent	290.00	250.00	475.00
Amenities grant	938.78	500.00	923.42
C. Rooms loan grant	7800.10	7800.10	3900.05
Donations to Newsletter (Oyez)	40.00	40.00	20.00
Play area grants	0.00	0.00	0.00
Youth Shelter grants	2935.50		773.00
SAWP grant (Church Steps safety)	6500.00		
Church Clock grant	233.00		
Container donations	3000.00		
RLT2 fund grants to play area	3113.45	0.00	0.00
County Council Community Grant	1632.00		
Cricket Nets Grant	4500.00		6595.00
Shortlands rent	60.00	60.00	60.00
Sundry	10.03	100.00	10.00
VAT refunds	4688.29		2672.54

<b>Total Receipts:</b>	<b>83777.34</b>	<b>65650.10</b>	<b>72011.77</b>
<b>Summary of General Account</b>			
Opening Balance	30070.00	9645.61	43816.53
Total Receipts	83777.34	65650.10	72011.77
Total Payments	70030.81	67105.10	44226.27
<b>Closing Balance:</b>	<b>43816.53</b>	<b>8190.61</b>	<b>71602.03</b>
=====			
<b>Changing Rooms Operating Account</b>			
Opening Balance	-1212.41		-1643.06
Total Receipts	1653.31		2237.76
Total Payments	2083.96		1347.24
<b>Closing Balance:</b>	<b>-1643.06</b>		<b>-752.54</b>
=====			
<b>Car Park Account</b>			
Opening Balance			0.00
<b>REICEPTS</b>			
PWLB loan			190000.00
SCC grant			0.00
Vat refunds			1345.20
<b>Total Receipts</b>			<b>191345.20</b>
<b>PAYMENTS</b>			
Car Park Purchase			180000.00
Stamp Duty			1800.00
Admin Fees			86.50
Solicitors' fees			9097.45
Vat Paid			1345.20
<b>Total Payments</b>			<b>192329.15</b>
<b>Closing Balance:</b>			<b>-983.95</b>
=====			
<b>Showcase Account</b>			
Opening Balance	0.00		680.51
Receipts	4398.52		0.00
Payments	3718.01		680.51
<b>Closing Balance</b>	<b>680.51</b>		<b>0.00</b>
=====			
<b>Changing Rooms Maintenance Fund ( R )</b>			
Opening balance	5096.75		5186.66
Receipts	89.91		2.20
Payments	0.00		0.00
Transfers	0.00		0.00

<b>Closing Balance:</b>	<b>5186.66</b>		<b>5188.86</b>
=====			
<b>Town Criers Fund ( R )</b>			
Opening Balance	233.80		268.80
Receipts	35.00		0.00
Payments	0.00		0.00
<b>Closing Balance:</b>	<b>268.80</b>		<b>268.80</b>
=====			
<b>Pageant Fund ( R )</b>			
Opening Balance	3565.35		
Receipts	500.00		Account closed
Interest	109.33		
Payments	4174.68		
<b>Closing Balance:</b>	<b>0.00</b>		
=====			
<b>Summary of all accounts (except reserved)</b>			
Opening Balance			42853.98
Receipts			265594.73
Payments			238583.17
<b>Closing Balance:</b>			<b>69865.54</b>
=====			
<b>BANK RECONCILIATION</b>			
Balance of General Account	43816.53		71602.03
Balance of Car Park Account			-983.95
Balance of Changing Rms. Op. Ac.	-1643.06		-752.54
Balance of Showcase Account	680.51		0.00
Balance of Ch. Rooms Maint. Fund	5186.66		5188.86
Balance of Town Crier's Fund	268.80		268.80
Balance of Pageant Fund	0.00		0.00
<b>Total:</b>	<b>48309.44</b>		<b>75,323.20</b>
<i>Made up of:</i>			
Business Reserve Account	35,826.32		66,539.08
Current Account	7,296.46		3,595.26
Reserves Account (CR)	5186.66		5,188.86
<b>Total:</b>	<b>48,309.44</b>		<b>75,323.20</b>

**DRAFT HIGHWAYS ADVISORY GROUP REPORT OF A MEETING HELD  
12TH JANUARY 2010**

**Present:** Cllrs Trotman, Isaac, Gall, Taylor, Passey

**Apologies:** None

**1. Snow and ice:**

**Recommendation:** That Council urges Somerset Highways to include the Service 126 bus route through town to be included in the priority road salting programme and that in the event that this is unsuccessful then a request be made for the installation of salt containers at strategic points along the route.

**Recommendation:** That Council draws up a plan of action for some more localized salting/clearance by the town lengthsman, to include identification of triggers for action, listing of priority areas, salt storage and possible purchase of equipment.

It was felt that those who had worked to spread salt and clear areas should be thanked, particularly the landlord of the Lamb Inn who had both cleared parts of the Square and stored a supply of salt.

**2. Street name plates:**

It was agreed that the clerk should be asked to write to the owners of the two properties at the lower end of Church Lane to enquire if they would be willing to have a name plate attached to their properties.

A letter should also be sent to the developer of Harvest Rise asking that a name plate be attached to the entrance of the development.

The Old Church Road sign on the school wall still needs fixing more robustly; the clerk to inform SDC accordingly

**3. Cheddar Road bus stop re-location:**

A second safety audit is to be conducted by SCC as part of the formal complaint process instigated by a resident.

**4. Footpath – Old Butcher’s Yard:**

Negotiations are continuing

**5. Street Lighting programme:**

The project to light Church Steps and Back Lane is still in abeyance as the county has not yet completed its “part night-time” trial and cannot give any indication when this may be completed.

**Recommendation:** That Council expresses dismay at the inability of SCC to give clear guidance that would allow the project to be completed and requests that County Councillor Mrs Hill undertakes an urgent investigation on the council’s behalf.

**6. Transport/Parking policy amalgamation:**

Cllr. Taylor is working on a draft document.

**7. Meadow Street car-park tree removal:**

It was felt that any further contact on this matter with the neighbours should be undertaken by SDC at whose instigation the removal was arranged.

**8. Church Street Cheddar closure:**

It was noted that the Wells road at Church Street Cheddar would be closed from 15th. February for a period of 6 weeks and that town residents should be informed through "Oyez".

**9. Dead cherry tree at Houlgate Way:**

This had been cut down and cleared.

**10. By-pass viewpoint ownership and responsibilities:**

There was still no clarity about the exact extent of SCC ownership and responsibility for land and street furniture items at the lay-by; the clerk would be asked to follow up.

The Crawford Estate had denied, in writing, its possible ownership of the coppice between the viewpoint and the lane down to Townsend. Cllr Passey would now try to obtain, in writing, a response from the National Trust (Mark Courtiour).

**11. Date, time, venue of next meeting: 2nd February 2010 at the Lamb at 19.30**

**P.L.PASSEY**

**Report of the Personnel and Protocol Advisory Group**  
**23<sup>rd</sup> November meeting at 4.30pm in the Council Chamber, Town Hall**

**Present:** Councillors Mrs J Trotman (Chairman), Mrs P Ham, P Passey and Mrs V Brice (Town Clerk)

**KEY ITEMS**

1. **Town Clerk – contract/job description/workload and pay scale** - It was agreed that, due to the Town Clerk having attained her CILCA qualification, her payscale should be increased by one point, as per her contract, from October onwards. Furthermore, it was agreed that the TC could, for specific work, work extra hours, to be paid subject to council approval and bearing in mind the budget. (Agenda Item)
2. **Absence of changing rooms manager – update** - The Changing Room manager's operation has been rescheduled several times. As and when it does occur, once home, he should be able to carry out light duties, and supervise work. He will liaise with the Town Council's Lengthsman to help cover his work.
3. **Photographs of assets** – still to be done. JT and PH to start this soon.
4. **Town Hall** - There is to be a meeting with the Town Trust on Tuesday 26<sup>th</sup> January at 7.30pm in the Council Chamber, at which the Hearing Loop, decorative panels, and other issues can be discussed. Items for this agenda would be welcome.
5. **Date of Next Meeting** - 4.30pm on Monday 25<sup>th</sup> January 2010 in the Council Chamber.

# **Axbridge Town Council**

## **Car Park Management Temporary Advisory Group (Axbridge Town Car Park)**

### **Report for Town Council.**

#### **Meetings**

7th December 2009

Present: Councillors Passey, Taylor (Chairman) and the Town Clerk Mrs Brice

Apologies: Councillors Gall, Hamblin, Mrs Scott, Mrs Trotman

4th January 2010

Present: Councillors Passey, Taylor (Chairman), Mrs Trotman and the Town Clerk Mrs Brice

Apologies: Councillors Gall, Hamblin, Mrs Scott

#### **Policing of the car park.**

Tom Dougal at SDC has provided website address for firms that offer a policing service. It was agreed that one firm be asked to visit and discuss our requirements.

#### **Signage.**

Four foot by three foot signs will cost approximately £150 each. At this stage it is anticipated that two signs will be needed.

#### **Advertising.**

The cost of providing a suitable notice board will be obtained. It was agreed that advertising should be under the control of the Town Council directly so that any income would accrue to the Council.

It was suggested that the advertising board contain a map of the centre of the Town showing the route from the car park to the Square, points of interest and businesses. Businesses would be charged to advertise around the map.

#### **Walking Bus**

A letter had been received from the school asking that the Town Council consider a request for a bus shelter to be erected in the car park to protect children waiting for the walking bus to start and presumably to protect those waiting to be picked up after school. A position in the North East corner near the entrance to the housing development was suggested.

The group members were concerned that such a shelter might be misused at times but agreed that a recommendation be made to council that permission for a shelter to be erected in the suggested area should be granted, subject to agreement on the exact location and design and at no cost to the council. It was anticipated that the shelter would effectively become the property of the council who may decide to insure it.

*(Agenda item)*

MT(06/01/10)

## Correspondence – November 2009

SDC = Sedgemoor District Council

SCC = Somerset County Council

### Outside Bodies

- Police – Somerset's Community Safety and Avon & Somerset Police Authority Newsletters
- Somerset Association of Local Councils – items of interest – emailed to members

### Planning

- North Somerset Council – Core Strategy consultation
- Local Development Framework and Core Strategy – an agent's response
- Local Development Framework – December Newsletter

### Administration and Finance

- Zurich – response on insurance queries
- SADS – amended agreement for Defibrillator
- NALC – Certificate for members attending Power of Well Being course
- SCC – setting one year budget\*
- SCC – Pension Fund Annual Report and Statement
- EDF – increase in monthly payment plan to £31
- University of Gloucestershire – direct debit notification (start Oct 2010)
- SDC – precept request form (completed) and tax base information
- SDC - Parish Budget Briefing – presentation information
- HM Revenues and Custom – requirement to file online and VAT charges
- Product information – Staples
- Mendip Hills AONB – Sustainable Development Fund – money available (deadline 22 Jan)and Dec update
- WPS – Insurance scheme information
- NALC – survey
- Electoral Review – response noted

### Leisure and Recreation (inc changing rooms)

- Grounds Maintenance Contractor – storage of cricket net materials\*
- Greenacres Garden and Estate Management – details for maintenance work
- SDC – RLT2 funding £5409.55 available\*
- Cheddar Valley Railway Walk – request for bench replacement – passed to Parochial Charities
- Product information – Playbuilder, REKK, Monster Play, NottsSport
- Rural Youth Somerset Project – Winter newsletter
- SDC – Free bulbs received

### Highways

- SCC – Correspondence with Axbridge resident re speed limit and safety on bypass (review indicating that the existing national speed limit is the appropriate one)
- SCC – no further information on timescale of lighting trials
- SCC –enhancement of entrance onto bypass – resident to enquire about planning permission
- Letter sent to resident – following concerns re felling of tree
- SDC – Street names plates – Hillside (propose to leave as at present)
- SCC – update on bus stop
- AAG – Raised plan with Town Trust and Chamber of Commerce – letters of support now received – Council item in February.
- SCC – bus timetable leaflets
- SCC – Speed indicators device – temp suspended due to bad weather
- SDC – Road Closure Order – Father Christmas night
- SCC – Temp Road Closure, Church Street, Cheddar (6 weeks from 15<sup>th</sup> Feb)
- SDC – Speed Indicator information
- Roadwork information – emailed to members

### Cemeteries, Allotments and Open Spaces

- Mole Valley Farmers – newsletter
- Manuscript – info on scanning registers and on Deceased Online record system
- Deceased Online – register system
- Thatch Magazine
- Mendip Hills – email update & Partnership minutes of 19 November 2009
- Society of Local Council Clerks – Cemetery Management and Administration CD
- Townsweb Archiving Team – Digitisation Newsletter

### Green

- Councillor Mrs Issac – against 10:10 initiative
- Sustainable Axbridge Network – Climate Change events in Dec, use of community stall and meeting on 11 Jan – encourage Warm Streets insulation scheme and thank you Real Deal Vigil – you tube link [http://www.avaaz.org/en/after\\_copenhagen/](http://www.avaaz.org/en/after_copenhagen/) and offer to assist with loft insulation – around hatches
- SDC – press release – more households getting sort it plus
- Somerset Waste Partnership – notes of waste workshop held on 20<sup>th</sup> Nov & waste collection issue
- Somerset West Energy bulletin
- Centre for Sustainable Energy – Cold Snap article (warm streets scheme)

### General Correspondence

- Bristol Water – update on reservoir (Ofwat included preparatory work in its settlement, up to 2015 plan to do detailed design and prepare planning application. No construction until at least 2016.
- SCC – Building Schools for the Future – Update
- SDC – War Memorial Fields – seeking info on them
- Eden Project – Big Lunch 18<sup>th</sup> July
- Centre for Sustainable Energy – article on Stay Warmer this Winter (poss inc in OYEZ)
- SDC – Councillors McGinty and Mrs Hill to provide cover for Axbridge
- Winscombe and Sandford Councillor – enquiry about meeting formats – public participation and prayer
- SDC – contacted them re state of public conveniences
- Town Trust – booking for Monday mornings from third party – would not affect Town Council
- Berrow Parish Council – received funding from People's Million for play area
- Local Works - Sustainable Communities Act Amendment Bill – request for support
- SDC – Press release - Solar Thermal Hot Water system (grant available)
- Rural Services Network Newsletters
- Somerset Skills and Learning – advertising in parish magazines
- Action for Market Towns – free sustainability toolkit
- Somerset Tourism Partnership Email update – November and December
- SCC – Somerset Cultural Strategy
- SDC – Press release – Walking Programme for 2010 (parish mags)
- SDC – Press release – Competition re Innovative use of adopted phone
- National Conservation Service – support archivists, museum
- Rural Services Network – information on Asset Transfer Unit (ATU) helps to empower local people and organisations to transform land and buildings into vibrant community spaces whilst supporting the development of a thriving third sector (free service)
- Pulse Community Radio – information on new community radio, request for feedback and seeking volunteers (is operated by local volunteers and presenters giving the communities it serves a true local voice). [www.pulseradio.org](http://www.pulseradio.org)
- Team Somerset (Olympics 2012) – December newsletter
- NALC Local Council Awards – deadline for nominations March 2101
- Action for Market Towns – membership invitation
- Rural Services Network – newsletters
- Somerset Waste Partnership – collection delays due to weather
- SDC Press release – temporary closure of public conveniences

- SDC – Housing strategy consultation and meeting
- SDC – Meeting on 14<sup>th</sup> January re Hinckley Point and National Grid connection

13<sup>th</sup> January 2010

## DIARY DATES

### Axbridge Town Council meetings – Members only (except Council meetings)

<u>Date</u>	<u>Meeting</u>	<u>Time</u>	<u>Venue</u>
Monday 25 <sup>th</sup> Jan	Personnel & Protocol AG Leisure and Recreation AG	4.30pm TBC	Town Hall
Tues 26 Jan	Town Council, Town Trust	7.30pm	Council Chamber
Mon 1 <sup>st</sup> Feb	MSCP Management Group Changing Rooms Meetings	7.30pm 8.30pm	Town Hall The Lamb
Tues 2 <sup>nd</sup> Feb	Highways Advisory Group Cheddar Valley Cluster Group	7.30pm 7pm	Council Chamber, Town Hall
Monday 8 <sup>th</sup> Feb	Admin & Finance Group	7.30pm	Mornington House
Monday 15 <sup>th</sup> Feb	Council	7.30pm	Town Hall
Monday 22 <sup>nd</sup> Feb	Personnel & Protocol AG Leisure and Recreation AG	4.30pmTBC TBC	Town Hall
Sat 27 <sup>th</sup> Feb	Mayors Banquet	7.30 for 8pm	Town Hall

### Other events

Mon 11 Jan	ICCM South Wales & South West branch meeting	10.30-3.30	Quantock Road Cemetery
Wed 27 Jan	Government consultation - potentially suitable sites for new nuclear power stations - Additional Hinkley Point Public Discussion Meeting	6.00pm	Victory Hall, Stogursey
Monday 8 <sup>th</sup> Feb	Mendips Hills AONB Partnership Review		Coombe Lodge, Blagdon
Monday 8 <sup>th</sup> Feb	SW Assoc. of Local Councils – Training Seminar	10 – 4pm	Devon
26-27 Feb	SLCC Conference	All day	Stoke on Trent