

MINUTES OF MONTACUTE PARISH COUNCIL
MONTHLY MEETING HELD ON
MONDAY 15TH MARCH 2021 VIA ZOOM APP



21/031/a PRESENT:

Members: Mrs C Saint (Chairman), Mrs A Gihon (Vice Chairman), Mrs J Folkard, Mr R Folkard, Mr R Littlefield, Mr D Warry and Mrs M Wilson

Others: Mrs S Moore (Clerk), Mr T Capozzoli (District Councillor) and no members of the public

21/031/b APOLOGIES:

Mr J Davies, Mrs M Mansi, Mr C Hull (District Councillor) and Mr M Keating (County Councillor).

21/032 DECLARATIONS OF INTEREST:

Cllr Saint declared an interest in matters relating to the Village Hall and Montacute Pre-School.

Cllr Gihon declared an interest in matters relating to the Sheep Wash, Triangle Trust, and the Village Hall

Cllr Littlefield declared an interest in matters relating to the Village Hall

21/033 PUBLIC SESSION:

There were no members of the public in attendance.

21/034 DISTRICT & COUNTY COUNCILLORS:

21/034/a Cllr Capozzoli and Cllr Rowsell

Cllrs Capozzoli and Saint have been trying to get more information on the planning application in Mason Lane as Cllr Saint had not received any replies from the Planning department. It has now been ascertained that the application will not be considered until mid-May.

Cllr Capozzoli asked for an update regarding whether Chilthorne Domer is going to share a SID. The Clerk said Chilthorne Domer parish council has decided to purchase their own.

Cllr Capozzoli said that planning applications are currently on hold due to the phosphates issue.

(Cllr Wilson joined the meeting)

This issue is concerned with the runoff water from sewers etc going into ditches which should have been addressed by Wessex Water. SSSDC have sent a letter to the Secretary of State asking for intervention.

Cllr Capozzoli suggested contacting the chairman of the County Council about issues such as the travellers and the signage in Lower Town.

Action Clerk

21/034/b Cllr Keating:

Cllr Keating's report had previously been circulated to councillors.

21/035 MINUTES OF PREVIOUS MEETING:

The line 'Cllr Mansi declared an interest in the village hall' under *Minute Ref: 21/017* is to be removed.

(Cllr Capozzoli left the meeting)

It was RESOLVED to approve and sign the Minutes of the previous meeting.

21/036 MATTERS ARISING FROM MINUTES:

Review of Actions List

- Various Highway Issues: It was agreed to address the Highway issues now that the 'lockdown' restrictions were easing. Cllr Saint asked for two councillors to keep track of any highway issues. Cllrs Littlefield and Saint agreed to do this and send all reports to the Clerk.
- Travellers in Station Road – This item was discussed under *Minute ref: 21/034/a*
- Mobile Phone Mast: Cllr Warry agreed to find out what networks do not work well in village.
Action Cllr Warry
- Fingerpost in Middle Street – Cllr Saint said a resident has offered to source a new pole but needed the directional sign so that they could get an accurate measurement. The Clerk confirmed that Streetscene were storing the directional arms and top and asked Cllr Saint for the resident's address so that the lengthsman could deliver the sign.
Action Cllr Saint

- Fenced Off Land at the Bottom of the Allotment - The Clerk said she found a name of a person who owned the land when the link road was built but needs to ascertain whether they are still the owners. A discussion was held about the condition of the fencing and whether the parish council could get it cleared. As there were concerns over safety it was suggested to put up some alternative fencing on the allotment land. Cllr Gihon said she would measure the area so prices for fencing could be obtained. **Action Clerk & Cllr Gihon**
- Speed Indicator Device – Cllr Saint asked why this had not been order. The Clerk said she was unable to order the device as she was waiting for Chilthorne Domes Parish Council to confirm whether they were sharing the device. This can now be order. **Action Clerk**
- Parking by the Church – The Clerk explained that the double yellow lines were put in because residents had complained that vehicles were parking over the ‘H’ bar markings obstructing people with mobility issues from accessing the dropped kerb.
- Online Banking – Cllr Saint said there have been so many problems with setting up online banking with NatWest and their customer service was appalling. Cllr Saint said at a previous meeting it was agreed to switch the accounts to Lloyds Bank but unfortunately, during this ‘lockdown’ period Lloyds bank is not taking on any new business customers. Cllr Saint asked if councillors were prepared to wait until the restrictions have been lifted and then switch accounts to Lloyds. It was agreed to change when possible and to send a letter of complain to NatWest. **Action Clerk**

21/037 SPORTS & LEISURE:

21/037/a Play Area & Recreation Ground:

No report.

21/037/b Recreation Ground Pavilion Project:

The Clerk reported that as both Historic England and the Gardens Trust were concerned whether there were any archaeological implications on the recreation ground, the Planning Officer at SSDC has asked for a Written Scheme of Investigation and a Supplementary/Revised Heritage Statement. The Parish Council’s architect has obtained a quotation from Peter Cox Archaeology UK. The background research plus an impact and mitigation statement would be £1,000 excl. VAT; to provide a working brief would be £40 per hour excl. VAT and to provide a report on the results would be £30 per hour excl. VAT.

The Clerk said she has consulted the National Trust who have asked for clarification on what work will be carried out to obtain the WSI and they have also agreed to check what archaeological evidence they can provide so that this report would not be necessary. The Clerk said she has also sent the Parish Council’s architect the National Trust’s Archaeological Features for Montacute map, but the Planning Officer has said that this is insufficient and requires a proper Heritage Statement and Archaeological Appraisal.

It was RESOLVED in principle to accept the quotation subject to the National Trust’s comments.

Cllr Littlefield said the fabrication and installation work to reduce the height of the security barrier is due to start shortly. Cllr Littlefield will liaise with Cllr J Folkard regarding the new keys.

Action Cllr Littlefield

A discussion was held regarding the comments to the pavilion on the planning portal. There seemed to be concerns about the car park and the cesspit. Cllr Littlefield said the National Trust had stipulated getting a cesspit rather than a septic tank so there would be no run-off into the ground. Cllr Littlefield said there would be very little smell due to the amount of usage. Cllr Saint mentioned there was a comment about using the existing sewage point from the old toilet hut. The Clerk said the National Trust did not approve of this as it would mean digging a trench along the recreation ground which would disturb the Cedar tree roots. Also, the sewage pipework for the properties along St Michaels View is behind those houses and any pipework need to go to the recreation ground would need to go between the properties and then across the road.

Cllr Saint said if there were events being held on the recreation ground, an area inside the recreation ground would be roped off, as it had in previous years, to accommodate the additional vehicles and the event would be marshalled.

21/037/c Any Other Issues:

Nothing reported

21/038 VILLAGE ENVIRONMENT:

21/038/a Allotments:

Cllr Gihon said the planned clear up did not take place over the weekend as the skip and digger did not arrive. This skip has finally arrived, and Cllr Gihon said she has complained to the hire firm and demanded compensation. The digger has yet to be delivered despite assurances from the hire firm. Cllr Gihon said the planters were now in situ and need planting up, so she thought about asking Brimsore Garden Centre to sponsor them.

Cllr Gihon said she has signed up some new tenants and it appears that the site is now full. Cllr Saint thanked Cllr Gihon for all her hard work.

21/038/b Crime & Anti-Social Behaviour:

No report

21/038/c Footpaths:

No report.

21/038/d Ground Maintenance:

No report.

21/038/e Highways & Transport:

i. **SID Update:**

This item was discussed under *Minute ref: 21/036*.

ii. **Road Closures:**

The Clerk reported that Ham Hill Road in Stoke sub Hamdon will be closed on 22nd March 2021 for 4 days to enable Wales & West Utilities to lay a new gas connection. The redirection route will be over Ham Hill and down Hollow Lane into Townsend.

Cllr Gihon reported that the footpath by the link road to the A3088 is in an appalling condition. It was agreed to add this to the Highways list of jobs

Action Clerk

21/038/f National Trust:

The Clerk reminded councillors that the National Trust's Ranger needed the council's feedback on their long-term management plan for St Michaels Hill. A discussion was held, and it was agreed for councillors to email the Clerk with their feedback on the management plan.

Action Whole Council

National Trust Lease

The Clerk reported the final draft of the lease and associated paperwork has been received. However, the Statutory Declaration needed to be signed by an independent solicitor, so Cllr Saint visited Gareth Webb solicitors in Yeovil where they signed this document and witnessed the Lease and Deed of Surrender at a cost of £15. The Clerk confirmed that all the paperwork has now been sent to Amicus Law.

21/038/g Street Lighting:

Cllr J Folkard reported the streetlights in St Michaels View and Station Road are now working.

21/038/h Triangle Trust:

Cllr Warry said there was nothing to report.

21/038/i Any Other Issues:

The Clerk said she had received a request from a resident about getting some litter pickers and rubbish bags and storing them at the post office or garage so that residents could use them when out walking around the village. Normally, the Parish Council would need to organise a litter picking event and co-ordinate this with SSDC as they provide all the necessary equipment.

It was agreed to put an article in the magazine asking for volunteers to help with an organised village litter pick.

Action Clerk

Cllr Wilson agreed to contact the litter picking group in Odcombe.

Action Cllr Wilson

Cllr J Folkard said that the lengthsman will get ask Streetscene to put the emptying of the play area litter bin on their rota.

Cllr Gihon said that she was verbally abused by a St Michaels View resident about the newly donated planters in the allotments saying that they were a waste of money. The resident thought that the parish council should clear the waste ground behind the bus shelter. The Clerk stated that this land was owned privately and not by the parish council.

21/039 MEMBERS' & CLERK'S REPORTS

The Clerk said a formal consultation process is now taking place regarding a unitary council for Somerset. Feedback for this needs to be submitted by 19th April. The Clerk asked for councillors' views so that feedback can be submitted on behalf of the parish council.

Action Whole Council

The Clerk said the consultation is also open to members of the public and it was agreed to put an article in the magazine so residents can give their feedback. It was also agreed to include the postal address for those who do not have internet access.

Action clerk

Cllr Saint said that there are two vacancies on the council and asked for this to be advertised in the magazine.

Action Clerk

21/040 FINANCE:

21/040/a Matters to Report

i. Monthly Bank Reconciliations

The Clerk gave the monthly bank reconciliation as of 28th February 2021:

Current Account	£ 250.00
Business Reserve Account	£42,128.06
Pavilion Reserve Account	<u>£21,263.75</u>
Total	£63,641.81
Less Outstanding Cheques	<u>£ 5,146.45</u>
Total as Cash Book	£58,495.36

Ring-Fenced Amounts

Sports Pavilion	£33,129.52
Play Equipment	£ 4,241.42
Allotment New Plot Deposits	£ 200.00
Allotment Gate Key Deposits	£ 350.00
Defibrillator Accessories	£ 186.50
Spring Bulbs	<u>£ 100.00</u>
Total	£38,207.28

Budget Working Capital £20,288.08

ii. Wessex Water Bill

The Clerk reported she had received the bill from Wessex Water for £56.75 which will be paid by direct debit on 1st April 2021.

21/040/b Cheques for Signature

Sarah Moore	February Expenses	£ 216.67	Chq 1661
Evis Ground Maintenance	Grass Cutting – February	£ 388.88	Chq 1662
Christine Saint	Reimbursement of Solicitor’s Fees	£ 15.00	Chq 1663
Roy Littlefield	Reimbursement for Digger Hire	£ 250.00	Chq 1664
David Fox	Ploughing Allotment Plots	<u>£ 150.00</u>	Chq 1665
	Total	£1,020.55	

It was RESOLVED to approve the payments.

21/040/c Other

None declared.

21/041 PLANNING:

21/041/a Planning Information

No report given.

21/041/b Parish Planning Working Party Feedback on Applications:

None received.

21/041/c Planning Decisions and Reports

i. Decisions

No decisions to report.

ii. Reports

20/00991/OUT – Outline application with all matters reserved save for access for the residential development of land for up to 30 no. dwellings – Land at Mason Lane, Montacute – Awaiting Decision. No further information has been posted on the SSDC Planning Portal. An extension has been applied for until May.

21/00195/FUL – erection of a new pavilion, re-submission of 18/04084/FUL – Montacute Recreation Ground, Montacute Road, Montacute – awaiting decision.

21/042 GOVERNANCE:

i. Risk Register

The Clerk circulated the Parish Council's Risk Register. It was RESOLVED to approve the Risk Register.

ii. Returning to Face-to-Face Meetings

The Clerk said the Regulations set up by Central Government to enable councils to hold meetings remotely during the pandemic will come to an end from 7th May 2021. The National Association of Local Councils (NALC) is working with a number of national bodies to press the government to extend these regulations beyond this date and will continue to stress the urgency and importance of this issue but, at this time the government has no plans to extend these regulations and so councils are advised to start preparing for the real possibility of face-to-face meetings from May.

Cllr Saint said that the village hall committee will be meeting to see whether they can re-open the village hall. The Clerk agreed to forward the paperwork and posters to the village hall committee relating to making community buildings Covid-secure. **Action Clerk**

21/043 CORRESPONDENCE:

The Clerk said Montacute Preschool has submitted a grant request for their outdoor play area refurbishment project. The Clerk said she has forwarded some possible funding opportunities to them from the Grants Online website.

Cllr Saint declared an interest and asked Cllr Gihon to chair the meeting for this item. A discussion was held, and it was RESOLVED to approve a grant of £500.

21/044 ITEMS FOR FUTURE AGENDAS:

None declared.

21/045 DATE OF NEXT PARISH COUNCIL MEETING:

There being no further business the meeting was closed at 22.00pm. The next parish council meeting will be held remotely via the Zoom app at 7pm on Monday, 19th April 2021.