

**MINUTES OF MONTACUTE PARISH COUNCIL**  
**MONTHLY MEETING HELD ON**  
**MONDAY 20<sup>TH</sup> JUNE 2016 IN THE BAPTIST CHAPEL HALL**

**16/081/a      PRESENT:**

**Members:** Mrs C. Saint (Vice Chairman), Mr D Warry, Mrs A Jewell-Harrison, Mrs J Folkard, Mr M Sampson, and Mr H Marsh

**Others:** Mrs S Moore (Clerk), Mrs J Roundell Greene (District Councillor) and 1 member of the public

**16/081/b      APOLOGIES:**

Mr V Baker (Chairman), Mrs J Bayes, and Mr M Fysh (County Councillor)

A letter of resignation had been received from Cllr Bayes.

Cllr Saint presided as Acting Chairman in the absence of Cllr Baker.

**15/082      DECLARATION OF INTEREST:**

Cllr Marsh declared an interest in matters relating to Montacute All Saints C E V A Primary School. Cllr Jewell-Harrison pointed out that she is no longer a member of the Village Hall Committee

**16/083      PUBLIC SESSION:**

A resident commented on the poor condition of the orchard in Yeovil Road. Cllr Jewell-Harrison said that this had been raised with the National Trust.

The Speedwatch co-ordinator reported that the CSW sessions were proving effective as there were no speeding cars during the last two sessions. The CSW co-ordinator asked for an update on the 20mph speed limit. The Clerk reported that the LTP scheme had been submitted and approved but Somerset County Council were still to approve the funding. The CSW co-ordinator said that more than just a 20mph limit was needed i.e. line marking, especially in Middle Street. The Clerk said that once SCC have approved funding and put together a plan then there will be a village consultation.

Cllr Roundell-Greene mentioned that there is a meeting in the village hall regarding road safety.

The CSW co-ordinator reported that Wash Lane was being blocked and Middle Street was being obstructed by vehicles and bollards.

**16/084      PSCO REPORT:**

No report given.

**16/085      DISTRICT & COUNTY COUNCILLORS:**

**16/085/a      Cllr Roundell Greene:**

Cllr Roundell-Greene reported:

- The fine for fly-tipping has increased to £250 which will be reduced if the fine is paid on time.
- The Witcombe Valley Stream project has been shelved because one of the Ham Hill rangers has had a serious car accident.
- Staff changes at Area North: Chereen Scott has taken over from Teresa Oulds as the Community Development Officer and, Sara Kelly has taken over from Charlotte Jones as Area Development Manager (North)
- The Council has set up three strategic boards; transformation, income generation and regeneration to progress new ways of working to make savings without having to cut front line services
- The advert for the new CEO appointment should be issued in August

Cllr Folkard asked if the grass verges could be cut especially around the bottom of Dray Road near Odcombe as the visibility splay is effected and cars tend to veer out into the road as they are so overgrown.

Cllr Marsh asked what is going to be done about the water run-off and increase in surface water from the new development site at Houndstone.

**16/085/b** Cllr Fysh:

No report given.

**16/086** **MINUTES OF PREVIOUS MEETING:**

The Minutes of the previous Parish Council meeting were signed and approved.

Proposed: Cllr Jewell-Harrison Seconded: Cllr Sampson Agreed unanimously

**16/087** **MATTERS ARISING FROM MINUTES:**

**16/087/a** Sporting Facilities

The Clerk said that she had received the Arboreal and Topographical surveys and asked whether the National Trust could do an archaeological report. Cllr Jewell-Harrison said that she would enquire. It was agreed that this project needed to move forward more quickly.

**16/087/b** Play Area

Cllrs Baker, Saint, Jewell-Harrison, Folkard and the Clerk met up to discuss the play area. At the meeting it had been agreed to look into getting a multiactive wall for the older children. The approximate cost would be around £9,000 with an extra £10,000 for surfacing. However, this equipment would need to be situated outside the play area and the National Trust is not happy about the size of the equipment. It was agreed to look at the cost of individual basketball hoops and ask some playground representatives to suggest ways to update the playground.

**16/087/c** Witcombe Valley Stream Project

This item was discussed under *minute ref: 16/085/a*

**16/088** **HIGHWAYS:**

A number of highway issues were discussed from potholes to blocked drains. As there were so many issues the Clerk suggested a working party met to look at and list all the problems in the village. It was agreed to meet on 23<sup>rd</sup> June.

**16/089** **WORKING PARTIES REPORTS:**

**16/089/a** Allotments

It was agreed to place an advert in the village magazine to advertise the vacant plots.

**16/089/b** National Trust

Cllr Warry commented that the fallen sign in Ladies Walk is dangerous. Cllr Jewell-Harrison said that she will pass this information onto the National Trust.

**16/089/c** Street Lighting

The light in Bishopston has been fixed.

**16/089/d** Speedwatch

This item was discussed under *minute ref: 16/083*

**16/089/e** Triangle Trust

No report given.

**16/089/f** Recreation Ground

The Clerk said that she has received a letter from the contractor who cuts the grass which states that he has retired and passed his business customers onto another contractor. It was agreed for the Clerk to contact the new contractor.

**16/089/g** Footpaths

No report given.

**16/090** **CHAIRMAN'S ANNOUNCEMENTS:**

Cllr Saint said that a letter of congratulations needs to be sent to the Carnival committee. Cllr Saint mentioned that Cllr Baker had asked her to raise the issue that the grass was not being cut at the rear of the churchyard. This part of the churchyard is in such a bad condition and the church need to pay someone to maintain it. A discussion was held and Cllr Saint said that the Parish Council should not take over the grass cutting costs but possibly give a grant. The Clerk said that members could agree to give a percentage of the costs as a grant and stipulate that the money should be ring-fenced for that purpose only. Cllr Marsh proposed to give up to £500 in principle towards the costs.

Proposed: Cllr Marsh                      Seconded: Cllr Sampson      agreed unanimously

Cllr Saint said that there is a coffee morning at the village hall where a meeting is being held on road safety and the parish council have been invited to talk about the 20mph speed limit. The meeting is on Wednesday 13<sup>th</sup> July between 10am and 12 Noon. Cllr Sampson agreed to attend.

Cllr Saint commented that Cllr Baker wondered in the 106 Agreement funding from the potential developments in East Stoke would be available for the improvements to the play area. The Clerk said that building work had not yet started and it may take some time before any funding is available.

Cllr Saint reported that the signed citation from Waltham Abbey is in the church if anyone would like to see it.

#### **16/091                      CLERK'S REPORT:**

The Clerk said that the Coker Councils Forum will take place on Wednesday, 29<sup>th</sup> June at 7pm in The Pavitt Hall, Barwick. There will be guest speakers from SCC Highways, Somerset Rivers Authority, Area South & West and Environmental Health. Cllr Folkard and either Cllrs Warry or Jewell-Harrison will attend.

The Clerk said that she had received an email from the Flood Warden Co-ordinator in Martock inquiring about the attenuation ponds in the village. It was agreed to pass on the information regarding the two reinstated ponds and ditch which lead into the main pond by Abbey Farm.

#### **16/092                      FINANCE:**

##### **16/092/a                      Matters for Report**

- i. NALC Pay Scales 2016-18  
The Clerk reported that NALC have agreed the pay scales for Clerks for 2016/17 and 2017/18. The 2016/17 scale has been backdated to 1<sup>st</sup> April.
- ii. Letter to NatWest to Alter Direct Debit Instruction  
The Clerk asked for a letter to be signed to alter the direct debit instruction in light on the new pay scales reported above.
- iii. S.137 Expenditure Limit for 2016/17  
The Clerk announced that the Department for Communities and Local Government (DCLG) has advised that the appropriate sum for the purpose of section 137(4)(a) of the Local Government Act 1972 for parish and town councils in England for 2016/17 is £7.42 per elector.
- iv. Data Protection Registration  
The renewal for the Data Protection registration has been received from the ICO. The cost of this is £35 and is paid by direct debit
- v. National Trust  
The invoice for the Borough Car Park lease of £300 has been received. This amount is paid by direct debit.
- vi. Internal Auditor's Report  
The Clerk read out the Internal Auditor's report for the accounts year ending 31<sup>st</sup> March 2016. The report states that the Parish Council has adopted and carried out

its fiduciary responsibilities and has maintained its internal controls and carried out an annual review. There were two points on the report and these were:

- the play equipment on the asset register has VAT included. This needs to be amended accordingly.
- the VAT reclaim of £2,146.85 submitted in January was still outstanding at the end of March. The Clerk confirmed that the VAT reclaim was not received from HMRC until April. This will now show in the 2016/17 accounts.

**16/092/b** Cheques for Signature

Sarah Moore	Expenses for May	£ 52.57	<i>Chq 1392</i>
K M Dike Nurseries Ltd	Ground Maintenance – May	£ 216.00	<i>Chq 1393</i>
Olivia Adams	Internal Auditors Report	£ 120.00	<i>Chq 1394</i>
Montacute Baptist Chapel	Hire of Hall for May	<u>£ 25.00</u>	<i>Chq 1395</i>
	Total	£ 413.57	

Proposed: Cllr Sampson    Seconded: Cllr Folkard    agreed unanimously

**16/092/c** Matters for Resolution

- i. To adopt Receipts and Payments Accounts and Balance Sheet for 2015/16  
The Receipt & Payments Account and Balance Sheet were adopted. These were approved and signed by Chairman and Clerk.

Proposed: Cllr Jewell-Harrison    Seconded: Cllr Marsh    agreed unanimously

- ii. To adopt Annual Return and Governance Statement for 2015/16  
The Annual Return and Governance Statement for 2015/16 was approved and signed by Chairman and Clerk.

Proposed: Cllr Sampson    Seconded: Cllr Marsh    agreed unanimously

- iii. Somerset Playing Fields Association Renewal  
It was agreed to renew the subscription with SPFA at a cost of £25.

Proposed: Cllr Warry    Seconded: Cllr Folkard    agreed unanimously

- iv. Parish Council Insurance  
The Clerk said that the existing insurers quoted a renewal price of £947.41 and that she had got an alternative quote from Zurich Insurance of £536.22. The quote from Zurich included an increase in public liability cover and councillor indemnity. The excess were also lower for some items.  
It was agreed to accept the quote from Zurich Insurance and it was agreed to issue payment.

Zurich Insurance	Parish Council Insurance	£ 536.22	<i>Chq 1396</i>
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Proposed: Cllr Jewell-Harrison    Seconded: Cllr Sampson    agreed unanimously

**16/093** PLANNING:

**16/093/a** Report on Applications:

**16/01928/FUL** – the installation of 2 no. roof lights to the east elevation and 1 no. roof light to west elevation of the outbuilding – Outbuilding at Batemoor Barns, Montacute – The observations/objections for this application are – ‘Having looked at both the plans and the property, we cannot reconcile the two. The windows on the north elevation do not appear to

have been granted planning permission. The proposed plans do not reflect the current internal layout, as it is currently a store room'

Cllr Saint said that two windows have been inserted and one has been blocked off and it looks as though a door will go in its place. Also the plans show that there is a kitchen and living area but there is nothing inside the building.

**16/01966/FUL** – proposed new vehicular access and driveway – 1 Hyde Road, Montacute TA15 6UW – there were no observations or objections

**16/02122/FUL** – demolition of existing outbuildings and erection of new single storey extension to rear of No's 1 & 2 Windmill Cottages – 1 & 2 Windmill Cottages, Windmill Lane, Montacute TA15 6UT – there were no observations or objections.

**16/093/b** Report on Applications Considered

**16/00963/R3D** – Restoration of a 250 metre culverted pipe section of the Witcombe valley stream to an open watercourse, in order to increase the valley's biodiversity, historical interest, landscape character and create a permanent water source for livestock – Witcombe Valley, Montacute – permission has been granted.

#### **16/094      CORRESPONDENCE:**

An email has been received from a resident who wishes to use the recreation ground for a family picnic and games and request the use of the facilities. It was agreed to contact the resident with information on where the key could be obtained for the hut.

#### **16/095      MEMBERS REPORTS:**

Cllr Saint said now that Cllr Bayes has resigned an advert needs to go on the noticeboard. It was agreed to send Cllr Bayes a letter

Cllr Marsh commented on how dangerous the garage sale was outside the cottage in Middle Street. The items for sale were put out onto the highway and were not visible to vehicles coming from Bishopston around the sharp bend. It was agreed to put an article in the magazine warning against doing this because of the safety issues.

Cllr Sampson said he was disappointed to hear that no date had been set for the Village Hall committee AGM. It was agreed to discuss the village hall at the next meeting.

Cllr Warry commented that the hedge to no. 2 Hyde Road needed cutting back. It was agreed to contact the Yarlinton Housing Group.

Cllr Warry said that the road sign still showed that there were public conveniences in Stoke sub Hamdon. The Clerk said that this was Highways remit and they have been previous contacted and told there are no public conveniences in Stoke.

Cllr Warry asked about Neighbourhood Watch. Cllr Saint said that she would ask the co-ordinator to report to the parish council or put a report in the magazine.

#### **16/096      ITEMS FOR FUTURE AGENDAS:**

Village Hall.

There being no further business the meeting was closed at 9.15pm. The next meeting will be held on 18<sup>th</sup> July at 7.00pm in the Baptist Chapel