

**MINUTES OF MONTACUTE PARISH COUNCIL**  
**MONTHLY MEETING HELD ON**  
**MONDAY 15<sup>TH</sup> FEBRUARY 2021 VIA ZOOM APP**



**21/016/a PRESENT:**

**Members:** Mrs C Saint (Chairman), Mrs A Gihon (Vice Chairman), Mr J Davies, Mrs J Folkard, Mr R Folkard, Mr R Littlefield, Mr D Warry

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

**21/016/b APOLOGIES:**

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

**21/017 DECLARATIONS OF INTEREST:**

Cllr Saint declared an interest in matters relating to the Village Hall.

Cllr Davies declared an interest in matters relating to Somerset County Council including Highways.

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

**21/018 PUBLIC SESSION:**

There were no members of the public in attendance.

**21/019 DISTRICT & COUNTY COUNCILLORS:**

**21/019/a Cllr Capozzoli and Cllr Rowsell**

Cllr Capozzoli mentioned that he was still waiting for information regarding the Mason Lane planning application.

Cllr Rowsell asked if Montacute Parish Council wished to split the cost of a speed indicator device with Chilthorne Domer Parish Council as they were considering purchasing one. Cllr Saint said that Montacute Parish Council had already agreed to purchase one and it was agreed that the Clerk would forward the information onto Chilthorne Domer's Clerk and to Cllr Rowsell. **Action Clerk**

**21/019/b Cllr Keating:**

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

**21/020 MINUTES OF PREVIOUS MEETING:**

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

**21/021 MATTERS ARISING FROM MINUTES:**

**Review of Actions List**

- Various Highway Issues: These items are still ongoing and only statutory work is being carried out. Once the 'Lockdown' has ended, a parish council working party will go around the village and report on any issues.
- Travellers in Station Road – A resident had reported that there were human faeces on the footpath – it was agreed to contact Environmental Health **Action Clerk**
- Mobile Phone Mast: The Clerk said she been unable to contact anyone as yet but is looking at another source. **Action Clerk**
- Fingerpost in Middle Street – The sourcing of a new pole is still ongoing.
- Parking by the Church – SCC has given dispensation for a hearse or wedding car to park on the area in front of the church but as there are double yellow lines on the road no other vehicle can park there. It was agreed to contact Highways to request that the double yellow lines are removed outside the church. **Action Clerk**

**21/022 SPORTS & LEISURE:**

**21/022/a Play Area & Recreation Ground:**

The Clerk reported that the installation contractor had a look at the safety mats but did not find any problem with them. If the council find it is a reoccurring issue, then the contractor has asked for photographic evidence prior to him visiting the site again as any unnecessary call outs could result in a charge.

The Clerk said at the November meeting an issue was raised regarding moles on the recreation ground and the Council decided to review the situation in February. It was agreed that the expenditure was not warranted and to monitor the situation.

**21/022/b** Recreation Ground Pavilion Project:

The Clerk reported that the old planning application no 18/04808/FUL for the pavilion had now been withdrawn and the new application had been validated by the Planning department on 26<sup>th</sup> January. Cllr Littlefield said he had sought quotes from Westward Fabrication, Southwest Steels, Turner Engineering and Miststeel Fabrication for work to reduce the height of the existing security barrier by removing the top of the existing barrier and fabricating a new hinged barrier at 2m high with lockable hook and eye, and a new post to fix when opened. The only quotes received were from Turner Engineering at a cost of £485 plus VAT and Southwest Steels at a cost of £496.78 plus VAT.

It was RESOLVED to accept the quote from Turner Engineering.

The Clerk suggested reforming the Pavilion Working Party now that the planning application has been submitted. The working party consists of Cllrs Saint, Gihon, Littlefield and Mansi and, the Clerk. It was agreed to prepare a business plan and submit the s106 funding application. **Action Clerk**

**21/022/c** Any Other Issues:

Nothing reported

**21/023** VILLAGE ENVIRONMENT:

**21/023/a** Allotments:

The Clerk said she had received a quote of £400 from our groundsman to lift the branches of the trees along the fence line next to the link road and to remove the waste material. It was agreed that as there was other work taking precedence at the present time this work would not be carried out this year.

As the Covid guidelines were slowly being relaxed, it was agreed to go ahead with the clearance work on the allotments. Cllr Gihon agreed to arrange for the skip to be delivered and organise the digger work. **Action Cllr Gihon**

**21/023/b** Crime & Anti-Social Behaviour:

The Clerk said there had been reports of dog related crimes on Ham Hill and in surrounding villages. It was agreed to put an article in the magazine advising residents to be vigilant. **Action Clerk**

Cllr Davies mentioned that urinating and defecating is a public order offence and suggested reporting the incident in Station Road to the PCSO. **Action Clerk**

**21/023/c** Footpaths:

No report.

**21/023/d** Ground Maintenance:

The Clerk reported that there would be a stand-in lengthsman whilst the village's lengthsman is on holiday. He will be prioritising the drain clearance and finishing off the hoeing and clearance in Bishopston.

The Clerk said the lengthsman has reported the damaged silt trap in Woodhouse Lane to Highways.

**21/023/e** Highways & Transport:

i. SID Update:

At the previous meeting, the question was raised on whether the positioning of the SID was legislation or guidance. The Clerk report that all the information given by SCC appeared to be just guidance. However, it was agreed the pole by the garage is too close to the 20mph limit sign. It was agreed to find out whether the post by the orchard would be more appropriate. **Action Clerk**

ii. Road Closures:

The Clerk reported that along with the road closure to the A3088, Station Road will be closed between 22<sup>nd</sup> February to 19<sup>th</sup> March between 9am and 4pm in order for Western Power Distribution to carry out substation renewal works. The Clerk mentioned there would also be a road closure in Norton sub Hamdon around the same time.

**21/023/f** National Trust:

Details of the National Trust's long term management plan was circulated to the Parish Council. The National Trust's lead ranger has asked for it to be kept confidential and would like the parish council's

feedback before circulating it to the wider community. It was agreed to review the document and bring any feedback to the March meeting.

Cllr Saint understood the National Trust may be holding an Easter event and was concerned whether there would be adequate parking. Cllr J Folkard agreed to contact the Trust. **Action Cllr J Folkard**

The Clerk said she had received the amended lease, deed of surrender and boundary plan. The National Trust have confirmed that the land will be included under their insurance policy, but the Parish Council will need to have buildings, contents and public liability cover in place.

**21/023/g Street Lighting:**

Cllr J Folkard said there was nothing to report.

**21/023/h Triangle Trust:**

Cllr Warry said there was nothing to report.

**21/023/i Any Other Issues:**

None declared.

**21/024 MEMBERS' & CLERK'S REPORTS**

No reports given.

**21/025 FINANCE:**

**21/025/a Matters to Report**

i. Monthly Bank Reconciliations

The Clerk gave the monthly bank reconciliation as of 31<sup>st</sup> January 2021:

Current Account	£ 250.00
Business Reserve Account	£47,716.87
Pavilion Reserve Account	<u>£21,263.59</u>
<b>Total</b>	<b>£64,230.46</b>
Less Outstanding Cheques	<u>£ 276.89</u>
<b>Total as Cash Book</b>	<b>£63,953.57</b>

Ring-Fenced Amounts

Sports Pavilion	£33,129.36
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>
<b>Total</b>	<b>£38,207.28</b>

**Budget Working Capital** **£25,746.29**

ii. Online Banking

Cllr Saint said she had managed to get through to NatWest and after many telephone conversations and emails has ascertained that clarification was needed regarding the specific signing rules. It was agreed that any of the signatories would require authority to sign off unlimited amounts, but three signatories would be required for a transaction. Cllr Saint agreed to contact NatWest again. The Clerk said as the telephone number for NatWest was a premium charged number Cllr Saint to keep a record of her telephone calls. **Action Cllr Saint**

iii. Precept 2021/22

The Clerk confirmed that the precept form had been sent to SSDC.

iv. s.137 Expenditure Limit for 2021/22

The Clerk reported that the expenditure limit for 2021/22 under the Local Government Act 1972 s.137 is £8.41 per electorate.

v. External Audit Report 2019/20

The Clerk said the external auditor had completed their review of Annual Governance & Accountability Return for Montacute Parish Council for the year ended 31<sup>st</sup> March 2020 and found that information contained in Sections 1 and 2 is in accordance with Proper Practices and the relevant legislation and regulatory requirements had been met.

<b><u>21/025/b</u></b> Cheques for Signature			
Sarah Moore	January Expenses	£ 219.10	<i>Chq 1657</i>
Evis Ground Maintenance	Grass Cutting – January	£ 388.88	<i>Chq 1658</i>
PKF Littlejohn LLP	External Audit	£ 240.00	<i>Chq 1659</i>
SSDC	Parish Lengthsman Scheme 2020/21	<u>£4,298.47</u>	<i>Chq 1660</i>
	Total	£5,146.45	

It was RESOLVED to approve the payments.

**21/025/c** Other

The Clerk said her membership to the Society of Local Council Clerks was due for renewal and asked if the Parish Council would agree to pay for half of the cost towards the subscription. The cost to the council would be £83. The Clerk said that Stoke sub Hamdon Parish Council had agreed to pay the other half. It was RESOLVED to pay for half of the subscription.

**21/026** **PLANNING:**

**21/026/a** Planning Information

No report given.

**21/026/b** Parish Planning Working Party Feedback on Applications:

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

**21/026/c** Planning Decisions and Reports

i. Decisions

**21/0092/TCA**– notification of intent to carry out tree surgery works to no. 2 trees within a Conservation Area – Shoemakers House, Townsend, Montacute TA15 6XH - decided.

ii. Reports

**20/01895/S73A** – S73 application to vary conditions 2, 4, 5 and 7b of approval 15/01937/FUL – The Old Hall, Bishopston, Montacute TA15 6UX - awaiting decision.

**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

**21/027** **GOVERNANCE:**

The Clerk said she had received some information on returning to face-to-face meetings which will be reported at the next month's meeting.

**21/028** **CORRESPONDENCE:**

Nothing to report.

**21/029** **ITEMS FOR FUTURE AGENDAS:**

None declared.

**21/030** **DATE OF NEXT PARISH COUNCIL MEETING:**

There being no further business the meeting was closed at 21.48pm. The next parish council meeting will be held remotely via the Zoom app at 7pm on Monday, 15<sup>th</sup> March 2021.