



MINUTES OF MONTACUTE PARISH COUNCIL
MONTHLY MEETING HELD ON
WEDNESDAY 15TH NOVEMBER 2023
IN THE VILLAGE HALL

	Action
<p><u>23/125/a</u> PRESENT:</p> <p>Members: Mrs C Saint (Chairman), Mr A McFarlane (Vice Chairman), Mr J Davies, Mrs L Drayton, Mr T Harper, Mr M Myram, Mr B Owen, and Mr D Warry</p> <p>Others: Mrs S Moore (Clerk), Mr Mike Hewitson (Unitary Authority Councillor), and 1 member of the public</p> <p><u>23/140/b</u> APOLOGIES:</p> <p>Mrs S Richings, and Mr Oliver Patrick (Unitary Authority Councillor)</p>	
<p><u>23/141</u> DECLARATIONS OF INTEREST</p> <p>Cllr McFarlane declared an interest in planning applications 21/03731/FUL & 21/03732/LBC</p> <p>Cllr Warry declared an interest in planning application 23/01715/FUL</p>	
<p><u>23/142</u> PUBLIC SESSION</p> <p>A resident gave an update on the new guide on walks around Montacute. The resident asked if there was an update on the parking situation outside the church. It was suggested that churchwardens find out who owns the land in front of the church. The resident said they will check the church archives.</p> <p>The resident also asked if the parish council had discussed the increase in the grant towards the churchyard maintenance. Cllr Saint said the budget was being discussed later in the meeting and that she would contact the resident.</p>	Cllr Saint
<p><u>23/143</u> UNITARY COUNCILLORS</p> <p>The Unitary report had been circulated to councillors.</p> <p>Cllr Hewitson gave an update on Somerset Council's financial situation and said that a fifth of the budget goes towards adult social care costs. Cllr Hewitson explained that some of the Council's assets will be sold in order to provide revenue. The Council are trying to set a balance budget and they will be discussing whether to increase the council tax or cut services.</p> <p>The letter that had been set to parish councils about what services parishes could take on was not very clear and it was agreed to formally write to the CEO of Somerset Council for more definition on this. The Clerk asked councillors to send through the comments before she sends the letter.</p> <p>Cllr Saint asked when the Yeovil Regeneration project would be finished. Cllr Hewitson said he would find out and write to Cllr Saint.</p> <p>Cllr Hewitson commented that there is a council tax support scheme for those people who are on low incomes.</p>	<p>Whole Council</p> <p>Cllr Hewitson</p>
<p><u>23/144</u> MINUTES OF PREVIOUS MEETING</p> <p>It was RESOLVED to approve and sign the Minutes of the October Parish Council meeting.</p>	
<p><u>23/145</u> MATTERS ARISING FROM MINUTES</p> <p><u>Review of Actions List</u></p> <ul style="list-style-type: none"> • South Street drain – This has now been repaired 	

<ul style="list-style-type: none"> • Play Area – The moss needs to be removed before the hopscotch area can be painted. The ‘dogs on lead’ sign has been purchased. Cllr Harper agreed to weld it to the gate • Winter Grit – It was confirmed that there is still some stored at the local farm. • Areas for Speedwatch sessions – Cllr Myram is waiting to hear back from the PCSO 	<p>Cllr Harper Cllr Harper Cllr Myram</p>
<p>23/146 SPORTS & LEISURE</p>	
<p>23/146/a Play Area & Recreation Ground</p> <p>i. <u>Play Area</u> The play area inspection report from Cllr Richings was relayed by the Clerk. The screws in the balance steps need tightening. Cllr Harper agreed to do this. Cllr Harper confirmed that the pull-up ropes have now been changed</p> <p>ii. <u>Pavilion Project</u> Cllr Harper gave an update on the pavilion works. The groundworks have been started and there is a lot of soil. This can be dispersed once the building has gone up. The Clerk said that the fencing should remain up until after the building had gone up. Cllr Harper said there may possibly be an extra cost to the groundworks quote due to the additional amount of stone that had to be removed and the soakaway. A quote has been received from the National Grid to install the electricity supply of £4,532.89 and this will need to be paid within 90 days of the quote. Cllr Harper gave an update on the quotes for the internal work and agreed to forward the quote for the fencing and car park resurfacing to the Clerk.</p> <p>23/146/b Any Other Issues None declared.</p>	<p>Cllr Harper</p> <p>Cllr Harper</p>
<p>23/147 VILLAGE ENVIRONMENT</p>	
<p>23/147/a Allotments Cllr Harper asked whose responsibility it was to tend the trees along the entrance side of the allotments. These are inside the allotment site so it would be the parish council. Cllr Harper agreed to tidy these up. The willow on one of the plots had not been dug up and was starting to regrow. It was agreed that the plot needed to be reinspected.</p> <p>23/147/b Crime & Anti-Social Behaviour The latest reports from the police.uk website had been circulated to councillors.</p> <p>23/147/c Footpaths No report.</p> <p>23/147/d Ground Maintenance No report</p> <p>23/147/e Highways & Transport</p> <p>i. <u>Highway Issues</u> Road Closure – 13th – 17th November between 07.45 – 16.30 - South Street, from the junction with Back Lane, incorporating the Borough, Middle Street and Bishopston. This is so jetting work can be carried out. There is a blocked drain in at the entrance to Hyde Road. It was stated that the problem could be the drain further down Station Road causing the water to back flow.</p> <p>ii. <u>Speed Indicator Device/Speedwatch</u> Cllr Myram reported that three out of the four new volunteers have been trained.</p> <p>iii. <u>Transport Strategy Group</u> No report given.</p> <p>iv. <u>Other</u> None declared.</p> <p>23/147/f National Trust</p>	<p>Cllr Harper</p> <p>Cllrs Harper & McFarlane & the Clerk</p> <p>Clerk</p>

<p>Cllr McFarlane said he mentioned about the hedge in Back Lane. This could not be cut back due to the number of cars parked next to it.</p> <p>23/147/g Street Lighting</p> <p>Cllr Warry said he had nothing to report.</p> <p>23/147/h Triangle Trust</p> <p>Cllr Warry said the Triangle Trust will have a stall at the Christmas Fayre on the 2nd December at Stoke sub Hamdon Memorial Hall.</p> <p>23/147/i Any Other Issues</p> <p>None declared.</p>																											
<p>23/148 MEMBERS' & CLERK'S REPORTS</p> <p>Cllr Harper reported that the hedge on the boundary of the old vicarage in Station Road is growing out into the road obstructing oncoming traffic. It was agreed to write to the owners asking them to cut their hedge back.</p> <p>Cllr Saint asked if the groundsman could cut the verge back opposite the garage.</p> <p>Cllr Saint said that a resident has asked if he could put a skip in the borough. After checking with the insurance company, it was agreed that due to the potential liability issues the resident's builders need to continue as they had already been doing.</p> <p>Cllr Saint gave an update on the Christmas tree lighting event. The Baptist Chapel has been booked, there will be an accordion player and a choir and Father Christmas will be in attendance. Cllr Saint asked if a budget could be set for the refreshments. It was RESOLVED to set a budget of £100.</p> <p>Cllr Saint said she had purchased a couple of teddy bears which will be raffled, and the proceeds will go towards the pavilion. Also, there will be the usual hamper which will be raffled and the proceeds from this will also go towards the pavilion. Cllr Saint asked councillors to donate a couple of boxes of mince pies towards the refreshments.</p> <p><i>(Cllr Hewitson entered the meeting)</i></p> <p>Cllr Hewitson gave his report. <i>See Minute ref: 23/143.</i></p> <p><i>(Cllr Hewitson left the meeting)</i></p>	<p>Clerk Clerk</p>																										
<p>23/149 FINANCE</p> <p>23/149/a Matters for Report:</p> <p>i. <u>Monthly Bank Reconciliation</u></p> <p>The Clerk gave the monthly bank reconciliation as of 31st October 2023:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Current Account</td> <td style="text-align: right;">£ 250.00</td> </tr> <tr> <td>Business Reserve Account</td> <td style="text-align: right;">£ 50,695.64</td> </tr> <tr> <td>Pavilion Reserve Account</td> <td style="text-align: right;"><u>£ 21,518.94</u></td> </tr> <tr> <td>Total</td> <td style="text-align: right;">£ 72,464.58</td> </tr> <tr> <td>Less Outstanding Cheques</td> <td style="text-align: right;"><u>£ 1,334.79</u></td> </tr> <tr> <td>Total as Cash Book</td> <td style="text-align: right;">£ 71,129.79</td> </tr> </table> <p><u>Ring-Fenced Amounts</u></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Sports Pavilion</td> <td style="text-align: right;">£31,685.21</td> </tr> <tr> <td>Play Equipment</td> <td style="text-align: right;">£ 6,084.43</td> </tr> <tr> <td>Asset Management</td> <td style="text-align: right;">£14,059.00</td> </tr> <tr> <td>Allotment Rent & Donations</td> <td style="text-align: right;">£ 1,971.64</td> </tr> <tr> <td>Allotment New Plot Deposits</td> <td style="text-align: right;">£ 562.50</td> </tr> <tr> <td>Allotment Gate Key Deposits</td> <td style="text-align: right;"><u>£ 420.00</u></td> </tr> <tr> <td>Total</td> <td style="text-align: right;"><u>£54,782.78</u></td> </tr> </table> <p>Budget Working Capital £16,347.01</p>	Current Account	£ 250.00	Business Reserve Account	£ 50,695.64	Pavilion Reserve Account	<u>£ 21,518.94</u>	Total	£ 72,464.58	Less Outstanding Cheques	<u>£ 1,334.79</u>	Total as Cash Book	£ 71,129.79	Sports Pavilion	£31,685.21	Play Equipment	£ 6,084.43	Asset Management	£14,059.00	Allotment Rent & Donations	£ 1,971.64	Allotment New Plot Deposits	£ 562.50	Allotment Gate Key Deposits	<u>£ 420.00</u>	Total	<u>£54,782.78</u>	
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<p>ii. <u>National Trust Direct Debit Payment for Recreation Ground</u> The monthly invoice of £29.17 for the recreation ground lease had been received. This invoice is paid by direct debit.</p> <p>iii. <u>HugoFox Direct Debit Payment for Website</u> The monthly invoice of £23.99 for the website has been received. This invoice is paid by direct debit.</p> <p>23/149/b <u>Invoices Payable</u> <u>Invoice paid 09.11.23</u> <i>s.137 Local Government Act 1972</i></p> <table border="0"> <tr> <td>The Royal British Legion</td> <td>Donation & Payment of the Wreath</td> <td style="text-align: right;">£ 35.00</td> <td style="text-align: right;"><i>Chq 1838</i></td> </tr> <tr> <td colspan="2"></td> <td style="text-align: right;">Total</td> <td style="text-align: right;">£ 35.00</td> </tr> </table> <p><u>Invoices payable</u></p> <table border="0"> <tr> <td>Sarah Moore</td> <td>October Expenses</td> <td style="text-align: right;">£ 219.99</td> <td style="text-align: right;"><i>Chq 1839</i></td> </tr> <tr> <td>Evis Ground Maintenance</td> <td>Grass Cutting - October</td> <td style="text-align: right;">£ 575.54</td> <td style="text-align: right;"><i>Chq 1840</i></td> </tr> <tr> <td>Somerset Council</td> <td>Lengthsman - October</td> <td style="text-align: right;">£ 690.86</td> <td style="text-align: right;"><i>Chq 1841</i></td> </tr> <tr> <td>Paull & Co Ltd</td> <td>Christmas Tree</td> <td style="text-align: right;">£ 137.15</td> <td style="text-align: right;"><i>Chq 1842</i></td> </tr> <tr> <td>Brendon Owen</td> <td>Sign for the Play Area</td> <td style="text-align: right;">£ 61.31</td> <td style="text-align: right;"><i>Chq 1843</i></td> </tr> <tr> <td colspan="2"></td> <td style="text-align: right;">Total</td> <td style="text-align: right;">£1,684.85</td> </tr> </table> <p>It was RESOLVED to approve the payments.</p> <p>23/149/c <u>Other:</u> It was RESOLVED to defer setting the budget for 2024/25 until after the Tax Base rate information had been received from Somerset Council in mid-December. A provisional meeting date for the Finance Group was set for the 18th December.</p>	The Royal British Legion	Donation & Payment of the Wreath	£ 35.00	<i>Chq 1838</i>			Total	£ 35.00	Sarah Moore	October Expenses	£ 219.99	<i>Chq 1839</i>	Evis Ground Maintenance	Grass Cutting - October	£ 575.54	<i>Chq 1840</i>	Somerset Council	Lengthsman - October	£ 690.86	<i>Chq 1841</i>	Paull & Co Ltd	Christmas Tree	£ 137.15	<i>Chq 1842</i>	Brendon Owen	Sign for the Play Area	£ 61.31	<i>Chq 1843</i>			Total	£1,684.85	
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<p>23/150 PLANNING</p> <p>23/150/a <u>Parish Planning Working Party Feedback on Applications:</u> 23/02702/TCA – notification of intent to carry out Tree Surgery Works to No. 1 tree within a conservation area – Shoemakers House, Townsend, Montacute TA15 6XH – the parish council are not required to make observations 23/02766/HOU & 23/02767/LBC – raking out cementitious mortar and repointing with Lime mortar; replacing the rear modern conservatory with a glazed extension and alterations to garden wall; sympathetic internal alterations to the first-floor layout and relocation of bathroom; alterations and replacement of the modern windows in the rear gable; underpinning works to the south elevation and widening and moving the door into the sitting room and relocation of kitchen into the centre of the ground floor. Vault ceiling to relocated first floor bathroom and install conservatory style roof lights – 6 The Borough, Montacute TA15 6XB – no objections. It was observed that it all appears to be in keeping and has little or no impact on the village or its aesthetics. The extension/conservatory and the back will not be visible, and the only possible impact could be on neighbouring property.</p> <p>23/150/b <u>Planning Decisions and Reports</u> <u>Decisions:</u> 23/02242/TCA – notification of intent to fell no. 1 tree within a conservation area – 3 The Borough, Montacute, TA15 6XB – application permitted 23/02294/DOC1 – discharge of conditions no.03 (repointing) and no. 05 (staircase) of planning application 21/03340/LBC – 25 The Borough, Montacute TA15 6XB – conditions discharged <u>Reports:</u></p>																																	

<p>23/02447/CLB – application for a Lawful Development Certificate for proposed refurbishment of windows – 11a Middle Street, Montacute TA15 6UZ – awaiting decision</p> <p>21/03731/FUL & 21/03732/LBC – conversion of the former piggery to dual use as a self-contained residential annexe to the principal farmhouse and a holiday let – Abbey Farm, Bishopston, Montacute TA15 6UA – awaiting decision.</p> <p>20/00991/OUT – Outline application with all matters reserved save for access for the residential development of land for up to 17 no. dwellings – Land at Mason Lane, Montacute –awaiting decision.</p>	
<p>23/151 <u>GOVERNANCE</u></p> <p>None declared</p>	
<p>23/152 <u>CORRESPONDENCE</u></p> <p>A letter had been received from Somerset Council regarding asset and services devolution. Due to Somerset Council’s financial situation, the letter is asking parish councils to financially support many of the services which they currently provide. This was discussed under <i>Minute ref: 23/143</i>.</p> <p>The Clerk said a new resident moving into the village has enquired about having an allotment. Cllr Harper said to pass on his contact details.</p> <p>A resident was concerned about the flooding on the road between Tintinhull and Montacute and asked if ‘Road liable to flooding’ signage and a depth gauge could be installed. The Clerk agreed to contact Highways.</p>	<p>Clerk</p> <p>Clerk</p>
<p>23/153 <u>ITEMS FOR FUTURE AGENDAS</u></p> <p>Pavilion Working Group meeting</p>	
<p>23/154 <u>DATE OF NEXT PARISH COUNCIL MEETING</u></p> <p>There being no further business, the meeting was closed at 21.11pm. There is no meeting in December and the next meeting will be held in the village hall at 7pm on Wednesday, 17th January 2024.</p>	
<p>23/155 <u>EXCLUSION OF PRESS AND PUBLIC</u></p> <p><i>Resolve to exclude the press and public from the meeting in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be transacted.</i></p> <p>It was RESOLVED to exclude the press and public to discuss a matter of verbal abuse on social media</p>	