

MINUTES OF MONTACUTE PARISH COUNCIL
MONTHLY MEETING HELD ON
MONDAY 19TH NOVEMBER 2018 IN BAPTIST CHAPEL

18/140/a PRESENT:

Members: Mr V Baker (Chairman), Mrs C Saint (Vice Chairman), Mrs J Folkard, Mr R Littlefield, Mrs M Mansi, Mr H Marsh and Mr D Warry

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

18/140/b APOLOGIES:

Mrs A Gihon, Mrs K Harper and Mrs A Jewell-Harrison,

18/141 DECLARATION OF INTEREST:

Cllr Baker declared an interest in matters relating to the village hall.

Cllr Saint declared an interest in matters relating to the village hall and planning application no. 18/02286/FUL

Cllr Littlefield declared an interest in matters relating to the village hall.

Cllr Warry declared an interest in matters relating to the Triangle Trust.

18/142 PUBLIC SESSION:

A resident thanked the parish council for all their efforts on getting the 20mph speed limit but was at a loss to why the County Council sited the signs where they are and felt the area could be enhanced. Cllr Keating said that he will comment on this matter under his report.

18/143 DISTRICT & COUNTY COUNCILLORS:

18/143/a Cllr Roundell Greene:

Cllr Roundell Greene gave her report:

- Yeovil had received the Yeovil in Bloom Gold Award and the designer was commended for the WWI display in the churchyard.
- The Yeovil Innovation Centre was opened, and six new suites have already been reserved. There is more information on the SSDC website.
- Under the transformation programme SSDC have set up new ways of working as from January and information of this will be passed onto parish councils.

18/143/b Cllr Keating:

Cllr Keating's report had been circulated to councillors.

Cllr Keating said that the 20mph repeater signs had been installed and asked if the parish council could discuss whether they wanted roundels painted on the road.

Cllr Keating said that the Western Corridor road development is on schedule and is making a huge improvement.

Cllr Keating reported some key aspects that affect the County Council in the budget announcements at the end of October. There is an extra grant of £6.5m to SCC for adult social care and extra £4m available for highways and potholes. However, SCC still need to make £19m in savings in the next financial year.

Cllr Keating said that the refurbishment to the County Hall is being carried out to bring eight areas into one building resulting in a saving of £100,000.

Cllr Saint commented on the dangerous parking around the new development at Houndstone/Lufton. Cllr Keating will be talking to Highways but has asked if the parish council could flag up this issue to Highways and state that there is a need for double yellow lines. Cllr Baker commented that there is no splay onto the road from Lufton and cars have to back out onto the main road in order to let other cars out. It was also pointed out that the public access between the roundabout and the pedestrian crossing is just a hole in the hedge and is not clearly defined and visible to traffic

Cllr Baker mentioned that a grid has now been installed over the drain that caused the flooding between Tintinhull and Montacute so hopefully this will prevent any further blockages.

Cllr Saint said a white 'H' bar line is needed by the school and Cllr Keating asked for a photograph to be sent to him showing the exact position. Cllr Baker will forward one onto the Clerk.

Action Cllr Baker

(Cllrs Roundell Green and Keating left the meeting)

18/144 MINUTES OF PREVIOUS MEETING:

Minute ref 18/123 was amended. Cllr Warry also declared an interest in planning no 18/02136/ADV.

The Minutes of the previous meeting were signed and approved.

Proposed: Cllr Saint Seconded: Cllr Folkard agreed unanimously

18/145 MATTERS ARISING FROM MINUTES:

18/145/a Review of Actions List

The Clerk reviewed the items on the Action List:

- Defibrillator – This is still ongoing. The Clerk will report on this at the next meeting.
- Extension to recreation ground lease – The Clerk agreed to get in contact with the National Trust **Action Clerk**
- Highways issues – these are all ongoing.
- A warning sign needs to be erected on the hut to stop youths climbing on the roof. Cllr Baker said that this item is ongoing. **Action Cllr Baker**
- Removal of gas supply to huts – the Clerk said she had contact British Gas regarding the removal of the gas supply to the main road. British Gas confirmed that this would come under the remit of the National Grid so the Clerk said that she had contacted them and found out that a quote for the disconnection application is needed and this could cost between £500 - £1,000. It was agreed to get this done. **Action Clerk**

Proposed: Cllr Saint Seconded: Cllr Mansi Agreed unanimously

- Allotments – Removal of Cherry and Hazel trees – this is ongoing **Action Cllr Baker**
- Play Area – apply for Community Grant – ongoing. Cllr Saint said she will be meeting a playground equipment provider to carry out a site visit **Action Cllr Saint**
- Overgrown footpath to A3088 – This is to be reported to Highways **Action Clerk**
- Cars parking on the verges in Yeovil Road at school drop off and pick up times - it was agreed to liaise with the school, so they could contact the parents, and it was agreed to contact the Chair of the School Governors **Action Cllr Saint**
- Completion of s106 application – this is ongoing **Action Cllr Saint & Clerk**
- Contact the groundsman about planting bulbs and wild flowers. It was suggested planting them in the bank opposite the bus shelter. It was agreed that the Clerk will find out the situation regarding the knotweed in the first instance. **Action Clerk**

18/146 RECREATION GROUND PAVILION PROJECT:

The Clerk reported the block plans had been received but the architect had concerns regarding the wooden walls and recommended changing these to block-work with wood facia on the inside and outside as this would be more appropriate for building regulation approval. The Clerk also explained that she has just received the relevant tree report which is required to go with the planning application. Now all that is required for the planning application is the Design and Access Statement and confirmation from planning on the fee.

18/147 HIGHWAYS:

A report had been circulated to all councillors.

- The Clerk reported that the work to remove the dropped kerb in Middle Street should be completed by the end of March 2019.

- Station Road will be closed from the junction of Hyde Road northwards for a distance of 80 metres from 29th November for 5 days. This is so BT Openreach can replace a pole in this road.
- Somerset County Council have decided to reduce the budget available for the highway winter service. It is likely that not all roads will be gritted only the larger roads such as the A3088 and SCC are recommending commuters to visit www.travelsomerset.co.uk/gritting to check which roads are included in the programme. Also, parish grit bins will now have to be filled and maintained by the parish councils. The Clerk said SCC can supply approved rock salt at a cost of £197.54 per 1 tonne or £4.74 per 25kg bag. It was agreed that the parish has sufficient supply for this coming winter.
- SCC has withdrawn the S.I.D. programme as there was not sufficient uptake by parishes and parishes now have to purchase their own device which could cost around £3,000. If the parish council decide to purchase one, then the operators could need the appropriate training.

A discussion was held regarding the 20mph speed limit roundel signs. It was agreed to ask Highways to paint some roundels at each end of the village.

18/148 WORKING PARTIES REPORTS:

18/148/a Allotments

Cllr Baker said not to ask the groundsman to cut the brambles back as he will do it.

Action Cllr Baker

It was reported that one of the new allotment holders has given the council some bulbs to plant along the front of the allotments.

18/148/b National Trust

No report given

18/148/c Street Lighting

Cllr Folkard said there was nothing to report.

18/148/d Triangle Trust

Cllr Warry said the Christmas Bazaar will be held at the Memorial Hall in Stoke sub Hamdon and the Trust would welcome some prizes.

18/148/f Recreation Ground

Cllr Baker said that he has had some keys cut and there are spares for the inner gate and the huts.

18/148/g Footpaths

No report given.

18/148/h Other

None declared.

18/149 CHAIRMAN'S ANNOUNCEMENTS:

Cllr Baker reported that the church will be getting a contractor to cut the churchyard on a regular basis.

Cllr Baker said that the electrics for the Christmas tree had been sorted so the event could go ahead. It was agreed for an article to go in the magazine that the Christmas Tree Lighting evening would be held on 14th December at 6.30pm and then after at the village hall for refreshments, a raffle and for the children to meet Father Christmas. It was agreed that all proceeds would go to the pavilion project.

The Clerk asked for a suggestion for a budget for the evening and a resolution on the agreed amount. It was agreed to spend up to £250 on refreshments and sweets for the children.

Proposed: Cllr Saint

Seconded: Cllr Folkard

agreed unanimously

18/150 CLERK'S REPORT:

The Clerk said a resolution needs to be passed so a cheque could be raised outside of a parish council meeting for the planning application. This was agreed.

Proposed: Cllr Saint Seconded: Cllr Littlefield agreed unanimously

18/151 FINANCE:

18/151/a Matters for Report

i. Monthly Bank Reconciliation

The Clerk gave the quarterly bank reconciliation as at 31st October 2018:

Current Account	£ 250.00
Business Reserve Account	£ 45,142.56
Sports Project Reserve Account	<u>£ 21,195.16</u>
Total	<u>£ 66,587.72</u>
Outstanding Cheques	<u>£ 1,364.50</u>
Total as Cash Book	<u>£ 65,223.22</u>

ii. External Audit Report 2017/18

The Clerk reported that the initial report was sent on 29th September which stated that the auditors, PKF Littlejohn, had been unable to complete the assessment before the legal deadline of 30th September. The final report dated 14th November stated that the parish council has met all relevant legislation and regulatory requirements in accordance to Proper Practices under the Local Audit and Accountability Act 2014.

18/151/b Cheques for Signature

Sarah Moore	Reimbursements & Expenses for		
	October	£ 177.19	<i>Chq 1527</i>
K M Dike Nurseries	Grass Cutting - October	£ 404.50	<i>Chq 1528</i>
PKF Littlejohn LLP	External Audit	£ 240.00	<i>Chq 1529</i>
B.T. Lee	Revised Plans for Pavilion	£ 278.00	<i>Chq 1530</i>
Richard Vaughan	Installation of Litter Bin	£ 138.00	<i>Chq 1531</i>
Paull's of Martock	Christmas Tree	<u>£ 130.00</u>	<i>Chq 1532</i>
	Sub-Total	£ 1,367.69	
<i>Local Government Act 1972 s.137</i>			
Royal British Legion	Donation for Poppy Appeal	<u>£ 35.00</u>	<i>Chq 1533</i>
	Total	£ 1,402.69	

Proposed: Cllr Warry Seconded: Cllr Marsh agreed unanimously

The Clerk passed cheques 1532 and 1533 to Cllr Baker.

18/151/b Other:

No report given.

18/152 PLANNING:

18/152/a Planning Information:

No report given.

18/152/b Parish Planning Working Party Feedback on Applications:

18/01495/LBC – Internal and external alterations to 17 The Borough to include installation of new window to rear north elevation and replacement of rear elevation existing timber balcony balustrade with glass panels (partly implemented). The erection of greenhouse in rear garden (retrospective) – 17 The Borough, Montacute TA15 6XB - this application had only just been received and is with the planning working party

18/152/c Planning Decisions and Reports

Decisions:

18/02404/AHOU – alterations and the erection of an extension to the stable block and a replacement greenhouse – Park House, Lower Town, Montacute TA15 6UN – this application has been permitted with conditions

18/0204/LBC – the carrying out of internal and external alterations including removal of partition wall to ground floor of dwelling and extension and replacement greenhouse and new opening/replacement windows to stables – Park House, Lower Town, Montacute TA15 6UN – this application has been permitted with conditions.

Reports:

No report given

18/153 GOVERNANCE

The Clerk said that as a corporate body the parish council must have in place various policies and procedures.

At the last meeting the Clerk had given councillors the Procurement policy to look at for discussion and resolution at this meeting. A discussion was held, and it was agreed to amend Section 4.2(i) and 4.2(ii) to read 'Up to £250' and '£251 - £1,000 (small works)' respectively and Section 5 to read '.....up to £250'. The Procurement Policy was approved.

Proposed: Cllr Marsh Seconded: Cllr Littlefield agreed unanimously

The Equality and Diversity Policy was adopted.

Proposed: Cllr Saint Seconded: Cllr Mansi agreed unanimously

The Employers Liability Statement of Intent was signed and approved.

Proposed: Cllr Saint Seconded: Cllr Marsh agreed unanimously

18/154 CORRESPONDENCE:

No correspondence received.

18/155 MEMBERS REPORTS:

Cllr Marsh said the school has changed the gates to the school and asked whether planning permission had been applied for. The Clerk said that she not received any papers.

Cllr Warry said that the new bin in Yeovil Road had not been emptied and could SSDC be informed. **Action Clerk**

Cllr Littlefield said the trees at the National Trust's property, Melbury House, had not been cut back.

18/156 ITEMS FOR FUTURE AGENDAS:

20mph limit - St Michaels View

18/157 DATE OF NEXT PARISH COUNCIL MEETING:

There being no further business the meeting was closed at 9.30pm. There is no meeting in December and the next meeting will be held on Monday, 21st January 2019 in the Baptist Chapel at 7pm.