

**MINUTES OF MONTACUTE PARISH COUNCIL**  
**MONTHLY MEETING HELD ON**  
**MONDAY 20<sup>TH</sup> JANUARY 2020 IN THE VILLAGE HALL**

**20/001a PRESENT:**

**Members:** Mrs C Saint (Chairman), Mrs A Gihon (Vice Chairman), Mrs J Folkard, Mr R Folkard, Mrs K Harper, Mrs J Kelly, Mrs M Mansi, Mr R Littlefield, Mr D Warry

**Others:** Mrs S Moore (Clerk), Mr Paul Rowsell (District Councillor), Mr M Keating (County Councillor), Mark Musgrove (National Trust) and 1 members of the public

**20/001/b APOLOGIES:**

Mr M Inglett, Mrs M Wilson and Mr Tony Capozzoli (District Councillor)

**20/002 DECLARATIONS OF INTEREST:**

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

Cllr Harper declared an interest in matters relating to the Village Hall and the W.I.

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

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

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

**20/003 PUBLIC SESSION:**

Mark Musgrove of the National Trust introduced himself. He said he had been in the post of Ranger for about a year and managed around 800 acres over various National Trust sites.

Mr Musgrove gave details of two schemes the National Trust are carrying out in Montacute. The Trust will be planting several heritage cider apple trees in Back Lane and Pitchers Orchard and, they have applied for a grant from Somerset Rivers Authority in order to improve Welham's Brook. This work will involve slowing the flow, building in two ponds and building a hibernaculum for insects and amphibians.

Cllr Saint thanked the National Trust for the work carried out on hedge in Back Lane and asked if the apple trees and the Elder tree in the Yeovil Road orchard could be pruned/cut back. Mr Musgrove confirm that this would be done the following week.

Cllr Littlefield said the overhanging tree at 18 Wash Lane needed cutting back and Cllr Kelly said the overgrown tree at Mulberry House in Wash Lane is pushing the wall out. Mr Musgrove said he would investigate both matters.

A resident reported that despite advertising for volunteers for the Community Speedwatch not enough people have come forward to make the required team of 6. He said he has met with the traffic unit and the PCSO, and he has produced a leaflet inviting residents to take an active role in Speedwatch. He asked the council to approve the leaflet and card so that it can go in the magazine. This was AGREED.

Cllr Keating gave his report. See *Minute ref: 20/004/b.*

*(Cllr Keating left the meeting)*

Cllr Rowsell gave his report. See *Minute ref: 20/004/a*

*(Mark Musgrove left the meeting)*

**20/004 DISTRICT & COUNTY COUNCILLORS:**

**20/004/a Cllr Rowsell:**

Cllr Rowsell commented on the possible new unitary authority which could mean losing over 200 councillors and many of the duties will be passed onto parish councils.

Cllr Rowsell said the Community Speed Watch had 'dropped off' in Chilthorne Domer and would be interested if Montacute and Chilthorne Domer could amalgamate their volunteers.

**20/004/b Cllr Keating:**

Cllr Keating's report had been circulated to all councillors. In addition to his report, Cllr Keating said the police have a fund of up to £5,000 to assist with a community initiative to fight crime etc. which the purchase of a S.I.D. could come under.

Cllr Keating said information regarding roadside ditches and riparian ownership had been circulated to clerks. Cllr Keating commented on the possible unitary authority and asked for an update on the situation in Station Road. Cllr Keating asked to be copied in on any emails to Somerset County Council.

**20/005 MINUTES OF PREVIOUS MEETING:**

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

**20/006 MATTERS ARISING FROM MINUTES:**

**20/006/a Review of Actions List**

- Dropped Kerb in Middle Street: This work has still not been carried out despite Highways agreeing to carry out the work before the end of March 2019. It was AGREED email Cllr Keating  
**Action Clerk**
- National Trust sign on the church wall: Cllr Littlefield agreed to do the repair.  
**Action Cllr Littlefield**
- Signage/Lining along Lower Town – It was AGREED to contact Cllr Keating. **Action Clerk**
- New bin in recreation ground: It was AGREED to contact the lengthsman to install the bin  
**Action Clerk**
- Dogs on Leads Sign: This in ongoing **Action Clerk**
- Mobile Phone Mast: Contact a phone provider to find out whether it is possible to get on installed.  
**Action Cllr Kelly**

**20/007 SPORTS & LEISURE:**

**20/007/a Play Area & Recreation Ground:**

- i. Play Area  
The Clerk confirmed that the council have been awarded £8,850 under s.106 funding from the development in East Stoke (planning application: 13/03622/FUL) towards new play equipment. This will be paid on evidence of the supplier invoices. It was AGREED to order the new play equipment.  
**Action Clerk**
- ii. Recreation Ground  
The three huts have now been demolished and the council has been advised to leave the concrete bases in situ so the Cedar trees roots are not damaged in any way. Cllr Saint asked for suggestions on how these areas can be used in an aesthetically pleasing way. It was suggested installing seats and picnic tables and it was AGREED to seek the National Trust's approval.
- i. National Trust Lease  
The parish council's solicitor has gone through the draft lease and asked for comments from the council on the points made.

**20/007/b Recreation Ground Pavilion Project:**

A report was circulated to councilors.

Cllr Littlefield reported that the Pavilion Working Party met on 15<sup>th</sup> January and that he had received quotations from three suppliers.

It was RESOLVED to accept the quotation from Tuin at a cost of £20,950 because of the additional thickness of the walls.

A discussion was held on whether to install a septic tank and to disconnect the existing water supply. Cllr Saint said she had been advised that it more cost effective to leave the existing water supply in place.

Cllr Littlefield explained that Tuin will prepare a building plan prior to purchase which will cost £100. Once the building is purchased this amount will be deducted from the total.

It was RESOLVED to issue a cheque out of the meeting for the building plan.

A discussion was held on altering the security gate so that the suppliers can access the recreation ground and once the work had been completed to also change the fencing in order to make the area more attractive and the car park accessible. Cllr Littlefield AGREED to check that the width will be suitable for the supplier's lorries.  
**Action Cllr Littlefield**

**20/007/c Any Other Issues:**

It was AGREED to hold a meeting for the VE Day preparations on Monday, 3<sup>rd</sup> February at 7.15pm in the village hall and to put an article in the magazine.

Action Clerk

It was RESOLVED to have a budget of up to £3,000 for the event.

(Cllr Rowsell left the meeting)

## **20/008 VILLAGE ENVIRONMENT:**

### **20/008/a Allotments:**

Cllr Gihon was concerned that K M Dike Nurseries could not cut the hedge back. The Clerk pointed out that it was not in their contract as this only covered grass cutting. It was AGREED to contact the lengthsman.

### **20/008/b Crime & Anti-Social Behaviour:**

It was reported that concerns have been raised regarding the 'County Lines' issue which is becoming more prevalent in the surrounding villages. It was AGREED to put an article in the magazine to make residents aware of what is happening and what to look out for so that incidents can be reported.

Action Clerk

### **20/008/c Footpaths:**

No report given

### **20/008/d Ground Maintenance:**

The Clerk said the existing Grass Cutting Contract comes to an end on 30<sup>th</sup> April and she will be starting the tender process shortly. A discussion was held on whether any changes were required at this time. It was AGREED there were none.

Action Clerk

### **20/008/e Highways & Transport:**

No report given

### **20/008/f National Trust:**

The report was given under *Minute ref:20/003*

### **20/008/a Street Lighting:**

No report given

### **20/008/g Triangle Trust:**

No report given

### **20/008/a Any Other Issues:**

None declared.

## **20/009 MEMBERS' & CLERK'S REPORTS**

Cllr Kelly reported that the drain opposite Wash Lane in Middle Street was blocked. Cllr Warry said the drain at the bottom of Woodhouse Lane is also blocked.

Action Clerk

## **20/010 FINANCE:**

### **20/010/a Matters to Report**

#### **i. Monthly Bank Reconciliation**

The Clerk gave the quarterly bank reconciliation as at 31<sup>st</sup> December 2019:

Current Account	£ 250.00
Business Reserve Account	£50,626.36
Pavilion Reserve Account	<u>£21,244.69</u>
<b>Total</b>	<b>£72,121.05</b>
Plus Outstanding Credits	£ 237.00
Less Outstanding Cheques	<u>£ 76.62</u>
<b>Total As Cash Book</b>	<b>£72,281.43</b>

#### **Ring-Fenced Amounts**

Sports Pavilion	£29,240.64
Play Equipment	£10,649.00
Allotment New Plot Deposits	£ 50.00
Allotment Gate Key Deposits	£ 300.00
Spring Bulbs	<u>£ 100.00</u>
<b>Total</b>	<b>£40,339.64</b>

**Budget Working Capital****£31,941.79**

- ii. Quarterly Budget Comparison  
The Budget Comparison report had been circulated to councillors. This budget report covers the third quarter of the financial year. Parish Council spending is under budget.
- iii. Revised EDF Energy Invoice  
The Clerk said since complaining about the bill for £91.16 EDF have credited the full amount and there is nothing owing.
- iv. Disputed Invoice – Yeovil Hire Centre  
The Clerk reported that Yeovil Hire Centre was considering taking legal action against the council for non-payment of invoices. However, the Clerk said that she had disputed this as Yeovil Hire Centre did not action the instructions given on several occasion to take the payment due. Also, as the invoices were not laid out clearly and the amount did not tally the Clerk had asked for a breakdown on their calculations but YHC has never provided this information. The Clerk said once the breakdown had been received and the amount clarified the invoice will be paid. It was RESOLVED to pay the full amount once this matter had been sorted out.

**20/010/b Cheques for Signature**

Sarah Moore	Expenses for November & December	£ 247.84	Chq 1594
K M Dike Nurseries	Grass Cutting – November & December	£ 825.20	Chq 1595
HMRC	PAYE Period 8-9	£ 182.20	Chq 1596
CMS Builders (Somerset) Ltd	Demolition of 3 x Huts & Associated Works	£ 2,510.40	Chq 1597
Paul Dance Ltd	Interim Invoice 2015- 2019	£ 480.00	Chq 1598
PCC Montacute Stoke sub Hamdon	Grant – Churchyard Maintenance	£ 500.00	Chq 1599
Parish Council	½ Cost of CiLCA Training for Clerk	£ 137.50	Chq 1600
Greenaway Recycling	Removal of Tyres & Plastic from Allotments	£ 242.88	Chq 1601
	Sub Total	£ 5,126.02	

It was RESOLVED to approve the payments.

**20/010/c Other****Precept 2020/21**

A report had been circulated to councillors showing the calculations for the Tax Base rate for 2020/21. The Clerk said even though the approved budget had been cut back as much as possible it still left a considerable shortfall between the precept and the budget. The Tax Base for 2020/21 has gone down from last year because the number of eligible properties has decreased. At the Finance meeting the committee agreed the precept should be increased so that the council can meet its fiduciary needs. It was therefore recommended to the council that the precept is increased by 12% on the Band D rate. This will increase the precept by £2,487. The Clerk explained that if the council approved the increase parish services would cost residents £2 a week on a Band D rate.

It was RESOLVED to increase the precept by 12% making the annual precept £26,877.

**20/011 PLANNING:****20/011/a Planning Information**

No report given.

**20/011/b Parish Planning Working Party Feedback on Applications:**

None declared.

**20/011/c Planning Decisions and Reports****i. Decisions**

**19/03126/HOU** – The erection of single storey extension – 14 Yeovil Road, Montacute TA15 6XG – Permitted

**19/03393/TCA** – Application to carry out tree works within a designated Conservation Area –  
The Borough House, 20 The Borough, Montacute TA15 6XB - Permitted

**19/03308/TCA** – Application to carry out tree works within a designated Conservation Area –  
11 Bishopston, Montacute TA15 6UU - Permitted

- ii. Reports  
No reports posted

**20/012 GOVERNANCE:**

No correspondence had been received.

**20/013 CORRESPONDENCE:**

A letter has been received from St Catherine's Church PCC supporting the initiative to improve the mobile phone signal and have offered for the mast to be sited on the church tower. It was AGREED to send a thank you letter to the church.

Action Clerk

**20/014 ITEMS FOR FUTURE AGENDAS:**

VE Day May 2020

Skip Hire for the Allotments

**20/015 DATE OF NEXT PARISH COUNCIL MEETING:**

There being no further business the meeting was closed at 9.30pm. The next meeting will be held on Monday, 17<sup>th</sup> February 2020 in the Village Hall at 7.15pm.