

MINUTES OF MONTACUTE PARISH COUNCIL
MONTHLY MEETING HELD ON
MONDAY 16TH JANUARY 2017 IN THE BAPTIST CHAPEL HALL

17/001/a PRESENT:

Members: Mr V Baker (Chairman), Mrs J Folkard, Mrs A Gihon, Mrs A Jewell-Harrison, Mr H Marsh, Mr M Sampson, Mrs L Seigle and Mr D Warry

Others: Mrs S Moore (Clerk), Mrs J Roundell Greene (District Councillor), and 5 members of the public

17/001/b APOLOGIES:

Mrs C Saint (Vice Chairman), Mr M Fysh (County Councillor) and the PCSO

17/002 DECLARATION OF INTEREST:

None declared.

17/003 PUBLIC SESSION:

A resident commented that the SSDC recycling team left a large quantity of rubbish in the Borough. Cllr Roundell Greene said that she would contact Somerset Waste Partnership.

The resident also asked if anything had been done about the parking issue in Townsend. The Clerk said that she had spoken to the police who have confirmed that they will be keeping a check in this area and have asked if there are any further problems for the residents to report the issues by telephoning the police 101 number.

A resident said that the 'H' bar marking across the entrance to Wash Lane in Middle Street has not been done or outside the Kings Arms. The Clerk explained that the Parish Council have given their agreement to Somerset County Council for the 'H' bar marking to be done and now it is under their remit to complete the work. The Clerk said that with regard to the repainting of the 'H' bar marking adjacent to the Kings Arms, she has contacted the police for their support but they do not have the resources to police these matters.

The resident also asked for an update on the 20mph limit. Cllr Baker said that an answer has been received which will be discussed later in the meeting but it seems that it is not favourable. The Clerk commented that the matter is to be discussed at the next SCC board meeting. Cllr Sampson said that it is probably a question of funding. A resident asked whether it would be possible for the parishioners to raise the money and change the speed limit and Cllr Sampson said that this needs to be carried out by the Highways Authority.

17/004 PCSO REPORT:

No report given.

17/005 DISTRICT & COUNTY COUNCILLORS:

17/005/a Cllr Roundell Greene:

Cllr Roundell Greene gave her report.

- SSDC need to make £2million worth of savings by 2020
- The Council Tax Reduction Scheme will be discussed at full council.

Cllr Marsh asked about the traffic/road management at the Lufton development site and a discussion was held.

Cllr Warry asked if notices could be posted about clearing up dog mess. Cllr Roundell Greene said that SSDC doesn't have any posters and residents need to name and shame the irresponsible dog owners by contacting the dog warden. It was agreed to put this in the magazine. **Action Clerk**

17/005/b Cllr Fysh:

No report given.

17/006 MINUTES OF PREVIOUS MEETING:

Amendments were made to the following minute references:

Minute ref: 16/157/a - remove Mark Keating's name and include him in members of the public and change the number to 5.

Minute ref: 16/163/c was amended to read 'the Parish Council was congratulated

Minute ref: 16/165/f was amended to read '...junior football team reported water on the floor

The Minutes of the previous meeting were signed and approved.

Proposed: Cllr Marsh Seconded: Cllr Folkard agreed unanimously

17/007 MATTERS ARISING FROM MINUTES:

17/007/a Sporting Facilities

The Clerk said that all relevant plans/surveys had been sent to the architectural designer and that he had come back with some questions. These were discussed and it was agreed to consult with the National Trust. Once a response has been received from the Trust then a working party would be set up to take the project forward.

17/007/b Play Area

The Clerk apologised but she had not contacted any other playground companies as yet. Cllr Siegle offered to help with this project.

17/008 HIGHWAYS:

i. Dropped Kerb Middle Street

It was agreed to chase Highways about the removal of the dropped kerb in Middle Street. **Action Clerk**

ii. Dropped Kerb Bishopston

The clerk said that further to the discussion in the public session (*see minute ref: 17/003*) regarding the dropped kerb by the church and the Kings Arms, as the police cannot guarantee to enforce that area and SCC will not repaint the 'H' bar marking unless it is enforced. The Clerk suggested requesting tactile paving which will then make it illegal to park in front of and it can be enforced. The parish council agreed for the clerk to contact SCC with this request. **Action Clerk**

The letter to the Kings Arms regarding their hedge was also discussed. **Action Clerk**

iii. Parking issues Townsend & Middle Street

The parking issue in Townsend was discussed under *Minute ref: 17/003*.

The Clerk said that she had contacted the police regarding the parking issue in Middle Street but they have said that no law has been broken as there is no lining in that area so they are unable to do anything about the parking.

iv. Drain – Ladies Walk

Cllr Baker said that the leaves have been blown out of the school premises and have blocked the drain. The Clerk commented that at the site meeting on 12th August Highways confirmed that this drain did not come under their remit as it is part of the school and comes under the remit of the SCC Education department.

It was also commented that the drains at the entrance to Hyde Road had not been cleared or repaired. **Action Clerk**

v. 20mph Speed Limit

The Clerk read out the response from Somerset County Council which stated that they did not believe a 20 mph limit through Montacute can be justified and that the speeds were already within acceptable limits and is unlikely to be improved through a signage only speed limit change. SCC also stated that it would also conflict with DfT guidance and is unlikely to be enforced, as well as the potential for setting a precedence that does not agree with their Traffic Management policy. However their findings and comments will be taken to their next board meeting 3rd February for confirmation.

Cllr Baker asked for members' comments and a discussion was held. It was agreed that as the Parish Council and the residents thought that a 20mph limit was essential

then a letter to SCC would be sent reiterating the reasons for this requirement which had to be presented at the board meeting on the 3rd February. It was agreed for Cllr Sampson and the Clerk to liaise and it was agreed to contact Marcus Fysh MP.

Action Cllr Sampson & Clerk

17.009 WORKING PARTIES REPORTS:

17/009/a Allotments

The Clerk reported that the vacant plots had been measured. Cllr Gihon put forward her proposal for the allotments which included getting the school children involved; to put up new signage on the gate; plan an open day for the Summer and; hold a raffle/give a prize for the best kept allotment. It was agreed that the Clerk would send her the plan of the plots and Cllr Gihon asked if the plots could be measured and roped off. Cllr Sampson suggested getting signs next to each allotment with the plot numbers on.

Action Clerk

17/009/b National Trust

Cllr Jewell-Harrison gave here report:

- there would not be a Park run during January and February and that it would be held on Ham Hill
- there will be a list of walks posted monthly on the noticeboard in Back Lane
- the drains have been cleared in Hollow Lane
- the Trust will be felling the old trees in Ladies Walk in order to open up the area and the paths will be upgraded in the Summer
- the hedging contractors will have completed their work soon
- 92 apple trees will be planted in the field overlooking the village hall and, the trees in the Triangle in Yeovil Road will be pruned. The Trust will set up a management plan with the tenant
- the workshops in Back Lane are being used by Lufton college
- the brambles and saplings at the top of St Michaels hill will be cut back
- fences have gone round all the old trees in the Park

17/009/c Street Lighting

There was nothing to report.

17/009/d Speedwatch

No report given

17/009/e Triangle Trust

Cllr Warry said that the AGM will be held on 25th January at 7.30pm in the Norton Reading Room and he will give a report at the next parish council meeting.

17/009/f Recreation Ground

Cllr Warry asked if the recreation ground terms and conditions could be agreed and Cllr Folkard said that this had already been done (*see Minute ref: 16/041/f*). It was agreed to leave for discussion at the next meeting and for the Clerk to check on what was actually agreed.

Action Clerk

The Clerk said that she had prepared a draft tender document, as requested, to incorporate the grass cutting and lengthsman's contracts. The costs of these contracts were discussed at the finance committee meeting and it was agreed to combine the two. A discussion was held and members were reluctant to lose the lengthsman. The Clerk explained that the council may not lose the lengthsman but it was best practice to re-tender. Cllr Baker proposed to leave it as separate contracts.

Proposed: Cllr Baker

Seconded: Cllr Folkard

4 agreed; 2 abstained

The Clerk is to rewrite the tender document for the grass cutting only.

Action Clerk

The Clerk asked if the council would like SSDC to carry out the playground inspection again this year. The cost for this is £48 for the annual inspection and £30.50 for the risk assessment. These prices are excluding VAT.

Proposed: Cllr Sampson Seconded: Cllr Marsh agreed unanimously

17/009/g **Footpaths**

The Clerk said that she had received a complaint that the 'private road' sign for Abbey Farm had been moved and walkers/visitors to the village were unaware that there is a public footpath which goes past the farm. The Clerk said that she had notified Rights of Way and has suggested that the footpath sign is put on the finger post outside the church.

The Clerk said that she had received a request to upgrade the footpath adjacent to the village hall. Rights of Way have also been notified of this request.

17/010 **CHAIRMAN'S ANNOUNCEMENTS:**

Cllr Baker said that he has received a fuel bill for the churchyard mower to be paid at the February meeting. It was previously agreed that the parish council would pay this (see *Minute ref: 16/058*).

Cllr Baker said that he had installed the new litter bin in St Michaels View.

17/011 **CLERK'S REPORT:**

i. **SLCC Membership**

The Clerk asked if the council would pay for her membership to the Society of the Local Councils and Clerks which is the HR body for clerks. The total cost is £139 and would be split between Stoke sub Hamdon parish council.

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

ii. **SALC**

The Clerk reported that Sam Winter was leaving SALC.

iii. **Avian Flu**

The Clerk said that she had received notification that Avian flu was present in the country and for bird owners to make sure that their birds are kept inside pens.

iv. **April Meeting Date**

The Clerk said that the date for the April meeting falls on Easter Monday. It was agreed to rearrange the meeting date to 10th April.

17/012 **FINANCE:**

17/012/a **Matters for Report**

i. **Monthly Bank Reconciliation**

The Clerk gave the quarterly bank reconciliation as at 31st December 2016:

Current Account	£ 250.00
Business Reserve Account	£ 40,307.32
Sports Project Reserve Account	£ 16,182.49
Total	£ 56,739.81
Outstanding Cheques	£ 960.18
Total as Cash Book	£ 55,779.63

ii. **Quarterly Budget Comparison**

The Comparison of Budget report was circulated to all members. The report shows the annual budget and the expenditure for the financial year 2016/17. The report does not include the money held in the Sports Project reserve account. This is the third quarter report showing expenditure as at 31st December 2016. The report shows that all areas with exception of two are showing an under spend; the areas showing an over spend is Subscriptions as the annual SALC fee is paid at the beginning of the financial year and, Rent as the Parish Council have taken on a new lease from the National Trust for the car park in the Borough.

iii. Tax Base and Council Tax Support Grant 2017/18

The Clerk reported that she had received the information from SSDC regarding the tax base and CTS grant. The tax base is 266.45 and the grant allocation is £460, a reduction of £880.

17/012/b Cheques for Signature

Sarah Moore	Expenses for Nov & Dec	£ 67.84	Chq 1417
K M Dike Nurseries	Grass Cutting on Rec Nov & Dec	£ 216.00	Chq 1418
Montacute Baptist Chapel	Hire of Hall for November	£ 25.00	Chq 1419
Somerset Association of Local Councils	Clerk Training	£ 15.00	Chq 1420
Paull's of Martock	Christmas Tree	£ 130.00	Chq 1421
Mrs A Jewell-Harrison	Items for Christmas Event	£ 35.00	Chq 1422
HMRC	3 rd Qtr Income Tax	<u>£ 215.60</u>	Chq 1423
	Total	£ 704.44	

Proposed: Cllr Folkard Seconded: Cllr Sampson agreed unanimously

The Clerk passed the cheque 1419 for Montacute Baptist Chapel to Cllr Baker and cheque 1422 to Cllr Jewell-Harrison

17/012/c Matters for Resolution

i. Budget & Precept Setting

A meeting of Finance Committee was held on 17th November 2016 to discuss the budget for 2017/18 and the Clerk explained the suggested changes. The Finance Committee had agreed not to increase the budget but was mindful of the recent capping consultation and the reduction to the council tax support grant. The committee had agreed to ring-fence £3,000 from the 2016/17 budget for play equipment along with the sports pavilion reserve account. Other items discussed were the land maintenance costs and the new car park lease. The budget was agreed.

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

(Cllr Gihon left the meeting)

The Clerk said that the Finance Committee had suggested setting the precept at £23,154 to meet budget requirements. Cllr Sampson suggested taking into account the difference of the grant shortfall which would bring the precept requirement up to £24,000.

(Cllr Gihon re-entered the meeting)

This would mean that the cost for the Band D rate would be £90.07 p.a. It was resolved to accept the increase to £24,000.

Proposed: Cllr Baker Seconded: Cllr Sampson 5 agreed; 1 abstained

17/013 PLANNING:

17/013/a Planning Information:

Cllr Sampson said that there are two new housing developments in East Stoke which is in the St Michaels Ward so the parish council needs to request a proportion of the S106 agreement funding.

17/013/b Report on Applications:

16/04711/LBC – reinstatement of front door – The Monks House, Bishopston, Montacute
TA15 6UU – no observations or objections

17/013/c Report on Applications Considered

None declared

17/014 **CORRESPONDENCE:**

None declared.

17/015 **MEMBERS REPORTS:**

The Coker Council forum is being held on 2nd March at 7pm in East Coker village hall

17/016 **ITEMS FOR FUTURE AGENDAS:**

Recreation ground terms and conditions

Ground maintenance grass cutting tender

There being no further business the meeting was closed at 10.30pm. The next meeting will be held on 20th February 2017 at 7.00pm in the Baptist Chapel