

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



23/033/a PRESENT:

Members: Mrs C Saint (Chairman), Mr J Davies, Mrs L Drayton, Mr T Harper, Mr A McFarlane, Mr M Myram, Mr B Owen, Mrs S Richings and Mr D Warry

Others: Mrs S Moore (Clerk), and one member of the public

23/033/b APOLOGIES:

Mr Tony Capozzoli (District Councillor), Mr Mike Hewitson (County and Unitary Authority Councillor), and Mr Oliver Patrick (County and Unitary Authority Councillor)

23/034 DECLARATIONS OF INTEREST

Cllr McFarlane declared an interest in planning application 21/03731/FUL & 21/03732/LBC

23/035 PUBLIC SESSION

A resident gave a copy of a letter to veterinarian practices which make some suggestions for a stall at the King's Coronation celebrations. Cllr Saint said this will be discussed under the correspondence section of the agenda.

23/036 DISTRICT & COUNTY COUNCILLORS

23/036/a District Councillor

No report received.

23/036/b County & Unitary Councillors

The County and Unitary report was circulated to councillors.

23/037 MINUTES OF PREVIOUS MEETING

It was RESOLVED to approve and sign the Minutes of the February Parish Council meeting.

23/038 MATTERS ARISING FROM MINUTES

Review of Actions List

- Dangerous Parking in Yeovil Road: Cllr Saint said some photographs had been taken of vehicles parking on the verge and that she would be meeting with the National Trust at the end of March. **Action Cllr Saint**
- Recreation Ground Keys: Cllr Harper the company had sent the wrong keys. **Action Cllr Harper**
- Pothole in Smith's Row – this does not come under Highways as it is part of a private road belonging to the National Trust. It was agreed to contact the National Trust **Action Clerk**

23/039 EMERGENCY PLAN

Cllr Saint said no progress has been made with this and asked councillors for some ideas to take this forward. A discussion was held, and the Clerk agreed to send a copy of the draft Emergency Plan to Cllr McFarlane. **Action Clerk**

23/040 SPORTS & LEISURE

23/040/a Play Area & Recreation Ground

i. **Play Area**

Cllr Richings said there had been no change from the previous report. The Annual Play Inspection had been carried out by The Play Inspection Company and the report had been circulated to councillors. A discussion was held, and Cllr Harper said he would check the tension on the cone climber and rewire the top of the play area fence. **Action Cllr Harper**

ii. **Pavilion Project**

The Clerk said she has not received any response from the remaining contractors. It was agreed to defer this until the following month. A discussion was held regarding the installation

of the building, and it was agreed to check with Tuin on whether they had a slab design, and also to check the list of recommended installers. **Action Clerk**

Cllr Harper said he was meeting with Wessex Water at the end of the month.

Cllr Saint said she was waiting for a quote from Mike Ford Groundworks to mole pipework from the mains water supply along the hedge line to the car park so that a standpipe can be installed. As this was urgently required before the King's Coronation event, it was RESOLVED in principle to accept the quotation subject to all councillors being notified of the price by email and for councillors to give approval for the work to be carried out by email. This will be ratified at the April meeting. It was agreed to notify the National Trust once a date for the work has been arranged. **Action Clerk**

23/040/b King's Coronation

The working group gave an update on preparations for the village picnic. Cllr Saint said that she has received a quote from Kelly's Donkey Hire for a couple of donkeys for the day at a cost of £350 plus VAT. Cllr Harper said the generators would cost for a 10kva -£110 and for a 20kva - £120/£130. There was a discussion regarding hiring a bouncy castle, and it was agreed that because of the insurance issues not to hire a bouncy castle. Other items discussed were a tug-o-war, a candy floss machine and, as the portaloos were being delivered on the 5th May, to purchase padlocks for them. It was RESOLVED to accept the quotation for the donkey hire, to have a tug-o-war, a candy floss machine and to purchase padlocks. Cllr Saint agreed to forward the events list over to the Clerk so that the Clerk could create an event flyer which will be distributed to each household. The Clerk agreed to put an article in the magazine. **Action Cllr Saint and Clerk**

It was agreed that a meeting will be held with the village organisations and volunteers on 13th April in the village hall.

23/039/c Any Other Issues

None declared.

23/041 VILLAGE ENVIRONMENT

23/041/a Allotments

The Clerk report that an allotment holders meeting was held on 11th March which was well attended. Rent of £335 was collected at the meeting.

23/041/b Crime & Anti-Social Behaviour

No report received.

23/041/c Footpaths

No report received.

23/041/d Ground Maintenance

The Clerk reported that the Clerk at Odcombe said that they have just renewed their ground maintenance contract so they will not be participating in the proposed combined contract.

The trackways in the allotments have not been cut back. The Clerk agreed to contract the groundsman. **Action Clerk**

Cllr Harper said that he has asked the lengthsman to check the benches over and Cllr Saint agreed to contact him about getting them repainted and reinstated on the recreation ground. The Clerk asked if the village's hamstone markers in St Michaels View and Yeovil Road could be pressure washed. Cllr Saint agreed to mention this to him. **Action Cllr Saint**

Action Cllr Saint

23/041/e Highways & Transport

i. **Speed Indicator Device/Speedwatch**

Cllr Myram said he was still trying to get the new volunteer trained by the police.

ii. **Transport Strategy Group**

There is no report this month as the next meeting will be held in April.

23/041/f National Trust

Cllr McFarlane said the two walls in the park will be repaired, the fencing and coppicing on St Michaels Hill will be carried out in due course, the wall by the Abbey is being repaired and the Trust have nearly finished the work on the house's driveway. The hedge in Back Lane is growing out into the lane but this probably will not be done in the near future.

23/041/g Street Lighting

Cllr Warry said the streetlight in Lower Hyde Road is ongoing and he will check on this. **Action Cllr Warry**

Action Cllr Warry

23/041/h Triangle Trust

Cllr Warry said there was nothing to report. The next meeting will be in April.

23/041/i Any Other Issues

None declared.

23/042 MEMBERS' & CLERK'S REPORTS

None declared.

23/043 FINANCE

23/043/a Matters for Report:

i. Monthly Bank Reconciliation

The Clerk gave the monthly bank reconciliation as of 28th February 2023:

Current Account	£ 250.00
Business Reserve Account	£49,248.92
Pavilion Reserve Account	<u>£21,341.49</u>
Total	£70,840.41
Outstanding Deposits	£ 0.00
Less Outstanding Cheques	<u>£ 689.62</u>
Total as Cash Book	£70,150.79

Ring-Fenced Amounts

Sports Pavilion	£45,075.45
Play Equipment	£ 4,241.42
Asset Management	£11,059.00
Allotment Rent & Donations	£ 554.29
Allotment New Plot Deposits	£ 450.00
Allotment Gate Key Deposits	<u>£ 420.00</u>
Total	£61,800.16

Budget Working Capital **£ 8,350.63**

ii. National Trust Direct Debits Payment for Recreation Ground

The monthly invoice for March of £29.17 for the recreation ground lease had been received. This invoice is paid by direct debit.

23/043/b Invoices Payable

Invoice paid on 09.03.23

Sarah Moore	Reimbursement for payment to Euroloos for portaloos hire 07.05.23	£ 324.00	<i>Chq 1787</i>
		Total	<u>£ 324.00</u>

Invoices payable

Sarah Moore	February Expenses	£ 259.69	<i>Chq 1788</i>
Evis Ground Maintenance	Grass Cutting February	£ 388.88	<i>Chq 1789</i>
SSDC	Lengthsman Scheme – February	£ 436.06	<i>Chq 1790</i>
The Play Inspection Company	Annual Play Inspection	<u>£ 138.00</u>	<i>Chq 1791</i>
	Total	<u>£ 1,546.63</u>	

The Clerk asked if two further payments could be included in this month's payments. These were:

Mr T Harper	Reimbursement for Recreation Ground Keys	£ 34.90	<i>Chq 1792</i>
Sarah Moore	Refund Donkey Hire Deposit	<u>£ 60.00</u>	<i>Chq 1783</i>
	Total	<u>£ 94.90</u>	

It was RESOLVED to approve the payments. Cllr Harper said as he had received the wrong key and was expecting a credit, he would not be reimbursed at this point. It was agreed to void cheque number 1792.

23/043/c Other Items for Resolution

The Clerk had received the forms from Lloyds Bank which were completed and signed by councillors. It was RESOLVED to

- switch bank accounts from NatWest to Lloyds Bank.
- to set up online banking with Lloyds Bank
- for the following to be added as signatories:
 - Sarah Moore, Parish Clerk
 - Christine Saint, Chairman
 - Terry Harper, Councillor
 - Leona Drayton, Councillor
- for permissions to be the Parish Clerk plus any two of the councillor signatories
- to authorise Lloyds Bank to instruct NatWest to transfer the balances from the current account and two business reserve accounts into the new Lloyds Bank account
- to authorise Lloyds Bank to instruct NatWest to transfer all direct debits and standing orders over to the new Lloyds Bank account.
- once the account has been set up to also add Brendan Owen and Alisdair McFarlane as signatories

23/044 PLANNING

23/044/a Planning Information

It was noted that a caravan has been placed in the area at the top of Hollow Lane. This caravan now has a fence around it and a TV aerial.

23/044/b Parish Planning Working Party Feedback on Applications:

23/00550/LBC – proposed installation of secondary glazing throughout the property – 12 Middle Street, Montacute TA15 6UZ – no observations or objections

23/00666/TCA – notification of intent to carry out tree surgery works on no. 03 trees included within a conservation area – Shoemakers House, Townsend, Montacute TA15 6XH – the Parish Council are not required to comment on this application.

23/044/c Planning Decisions and Reports

Decisions:

22/03100/NMA – nonmaterial amendment to approved application 17/03526/FUL for the proposed change of a steel railing balcony to replace glass balcony proposal to be more in keeping with the property – application permitted.

Reports:

23/00261/HOU & 23/00262/LBC – single storey rear lean-to extension and rear lean-to conservatory – 22 The Borough, Montacute TA15 6XB – awaiting decision

22/03504/LBC - Modify a wall junction detail located at the east side of the north wall; Lift copings over rear extensions, line parapet with lead flashing and rebed coping; Re-roof flat roof; Replace first floor rear bedroom window; Re-roof rear porch; Extend structural window opening to allow new door opening at rear porch; Install wall membranes across rear ground floor rooms; Install stud wall and boxing at first floor ensuite; Remove cement plaster from entrance lobby wall; Install mechanical ventilation; Install secondary glazing – 5 South Street, Montacute TA15 6XD – awaiting decision

22/02798/DOC1 – discharge of Condition 4 (external walls) of planning application 21/03730/HOU – 20 Townsend, Montacute TA15 6XH - awaiting decision.

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.

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.

23/045 GOVERNANCE

The Clerk reported that Montacute has now been moved into the LCN Area 9 which comes under Yeovil.

The Clerk relayed information on how to respond to planning applications under the new unitary authority.

23/046 CORRESPONDENCE

A letter was passed onto the council during the public session which asked veterinary practices to hold a stall at the King's Coronation event to promote health and wellbeing for dogs. Cllr Saint said if the vets in question wish to have a stall, then they would need to contact the council.

23/047 ITEMS FOR FUTURE AGENDAS

None declared.

23/048 DATE OF NEXT PARISH COUNCIL MEETING

There being no further business, the meeting was closed at 21.10pm. The next meeting will be held in the village hall at 7pm on Wednesday, 19th April 2023.