



MINUTES OF MONTACUTE PARISH COUNCIL
MONTHLY MEETING HELD ON
WEDNESDAY 21ST FEBRUARY 2024
IN THE VILLAGE HALL

	Action
<p><u>24/021/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 B Owen, Mrs S Richings, and Mr D Warry</p> <p>Others: Mrs S Moore (Clerk) and 1 members of the public</p> <p><u>24/021/b</u> APOLOGIES:</p> <p>Mr M Myram, Mr Mike Hewitson (Unitary Authority Councillor), and Mr Oliver Patrick (Unitary Authority Councillor)</p>	
<p><u>24/022</u> DECLARATIONS OF INTEREST</p> <p>Cllr McFarlane declared an interest in planning applications 21/03731/FUL & 21/03732/LBC</p>	
<p><u>24/023</u> PUBLIC SESSION</p> <p>None declared.</p>	
<p><u>24/024</u> CO-OPTION</p> <p>Cllr Saint nominated Mrs Heather Stokes to join the parish council. Cllr Drayton seconded this. The motion was RESOLVED. <i>(Cllr Harper joined the meeting.)</i> Cllr Stoke signed the Declaration of Acceptance which was witnessed by the Clerk.</p>	
<p><u>24/025</u> UNITARY COUNCILLORS</p> <p>No report received.</p>	
<p><u>24/026</u> MINUTES OF PREVIOUS MEETING</p> <p>It was RESOLVED to approve and sign the Ordinary Minutes of the January Parish Council meeting. It was RESOLVED to approve and sign the Extraordinary Minutes</p>	
<p><u>24/027</u> MATTERS ARISING FROM MINUTES</p> <p><u>Review of Actions List</u> All items under the Actions List are currently ongoing.</p>	
<p><u>24/028</u> SPORTS & LEISURE</p> <p><u>24/028/a</u> <u>Play Area & Recreation Ground</u></p> <p>i. <u>Play Area</u> Cllr Richings reported that on the whole the play area was good despite it being wet and very muddy. However, one of the grassloc tiles under the cradle swings is raised. Cllr Harper said he would check on this. Cllr Richings suggested changing the painted hopscotch into a painted snake game. Cllr Davies said that he has received a request for a new net to go on the basketball hoop. The Clerk will check who the supplier was and get a quote.</p> <p>ii. <u>Pavilion Project</u></p>	<p>Cllr Harper</p> <p>Clerk</p>

<p>The Clerk reported that the National Grid were sending a wayleave request to the National Trust so that they could carry out the necessary electrical work in the recreation ground.</p> <p>The funding has now been received from Somerset Council so the remaining work can now be completed. The working group met to discuss the internal work and a report was circulated to all councillors giving a price comparison and recommendation on all the items needed for the internal work. It was RESOLVED to approve the working party's recommendations.</p> <p>It was also RESOLVED to reimburse any council member immediately for any items purchased out of their own pocket up to the value of £250. Any payments made will be ratified at the next available meeting.</p> <p>Cllr Saint expressed her thanks to Cllrs Harper and Owen for obtaining the quotes. It was agreed that once all the work was complete, a grand opening event should be arranged. It was also agreed to create a hiring agreement.</p> <p>24/028/b <u>Any Other Issues</u></p> <p>None declared.</p>	<p>Clerk</p>
<p>24/029 <u>VILLAGE ENVIRONMENT</u></p> <p>24/029/a <u>Allotments</u></p> <p>The allotment holders meeting held on Saturday, 17th February was well attended. The purpose of the meeting was to pay the rent for the coming year and to discuss any issues or items of interest. A new allotment management committee will be set up. This is made up of allotment holders who will oversee the allotment and report to the parish council. A draft constitution has been set up and it was agreed to forward a copy onto Cllr Harper. A request was made to have bee hives on the allotment. The hives will be situated at the bottom of the allotment site and anyone who wished to keep bees must be a registered beekeeper with five years' experience. It was RESOLVED to allow bee hives to be kept on the allotment site. It was agreed for the Clerk to send a letter to allotment holders with a codicil to be added to this year's tenancy agreement and to amend the tenancy agreement for next year.</p> <p>Cllr Harper reported that the sign on the allotment gate is damaged and needed replacing.</p> <p>24/029/b <u>Crime & Anti-Social Behaviour</u></p> <p>The latest reports from the police.uk website had been circulated to councillors.</p> <p>24/029/c <u>Footpaths</u></p> <p>No report.</p> <p>24/029/d <u>Ground Maintenance</u></p> <p>The Clerk reported that it has been indicated that Somerset Council will be disbanding the Lengthsman Scheme. Therefore, the Clerk and Cllr Saint have been in discussions with two other parishes; Yeovil Without and Brympton, on how the three councils can work together to keep the lengthsman. A discussion was held, and it was agreed that more information was needed on what the legal implications are.</p> <p>24/029/e <u>Highways & Transport</u></p> <ol style="list-style-type: none"> i. <u>Speed Indicator Device/Speedwatch</u> No report. ii. <u>Transport Strategy Group</u> It was agreed to remove this from the agenda. iii. <u>Other</u> There has been a landslip in Hollow Lane. The road is still open, and the landslip has been reported to Highways. <p>24/029/f <u>National Trust</u></p> <p>No report.</p> <p>24/029/g <u>Street Lighting</u></p> <p>No report.</p> <p>24/029/h <u>Triangle Trust</u></p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr Harper</p>

<p>Cllr Warry said the Triangle Trust has held its AGM. <u>24/029/i</u> Any Other Issues None declared.</p>																											
<p>24/030 MEMBERS' & CLERK'S REPORTS Cllr Richings said that the primary school would like to be more involved with village activities and may help with the opening of the pavilion. Cllr McFarlane asked if some benches could be purchased to go outside the pavilion. It was stated that the original benches which had to be removed when the old pavilion was demolished were on the allotments, so these can be refurbished and put back on the recreation ground. Cllr Warry asked if Brympton Parish Council could be contacted about the flooding by Houndstone bridge. The Clerk asked if the parish council noticeboard could be refurbished as the inside is always wet and covered with mould. The current card pin boarding was not fit for purpose and needed cork sheeting to be put inside. Cllr Harper agreed to refurbish it. Cllr Saint said that the 'Teddy' raffle held in the post office raised £27. The proceeds will go towards the pavilion.</p>	<p>Cllr Harper Clerk Cllr Harper</p>																										
<p>24/031 FINANCE <u>24/031/a</u> Matters for Report:</p> <p>i. <u>Monthly Bank Reconciliation</u> The Clerk gave the monthly bank reconciliation as of 31st January 2024:</p> <table data-bbox="231 992 997 1205"> <tr> <td>Current Account</td> <td>£ 250.00</td> </tr> <tr> <td>Business Reserve Account</td> <td>£ 29,283.26</td> </tr> <tr> <td>Pavilion Reserve Account</td> <td>£ 35.13</td> </tr> <tr> <td>Total</td> <td>£ 29,568.39</td> </tr> <tr> <td>Less Outstanding Cheques</td> <td>£ 4,461.21</td> </tr> <tr> <td>Total as Cash Book</td> <td>£ 25,107.18</td> </tr> </table> <p><u>Ring-Fenced Amounts</u></p> <table data-bbox="231 1317 997 1563"> <tr> <td>Sports Pavilion</td> <td>-£15,285.45</td> </tr> <tr> <td>Play Equipment</td> <td>£ 6,084.43</td> </tr> <tr> <td>Asset Management</td> <td>£14,059.00</td> </tr> <tr> <td>Allotment Rent & Donations</td> <td>£ 1,971.64</td> </tr> <tr> <td>Allotment New Plot Deposits</td> <td>£ 562.50</td> </tr> <tr> <td>Allotment Gate Key Deposits</td> <td>£ 420.00</td> </tr> <tr> <td>Total</td> <td>£ 7,812.12</td> </tr> </table> <p>Budget Working Capital £17,295.06</p> <p>ii. <u>National Trust Direct Debit Payment for Recreation Ground</u> The monthly invoice for February 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 for February of £23.99 for the website has been received. This invoice is paid by direct debit.</p> <p>iv. <u>£106 Grant Payment</u> The Clerk reported that the £106 grant of £39,653.00 for the pavilion had been received from Somerset Council</p> <p>v. <u>VAT Reclaim</u> The Clerk reported that the VAT reclaim of £14,073.47 has been received.</p>	Current Account	£ 250.00	Business Reserve Account	£ 29,283.26	Pavilion Reserve Account	£ 35.13	Total	£ 29,568.39	Less Outstanding Cheques	£ 4,461.21	Total as Cash Book	£ 25,107.18	Sports Pavilion	-£15,285.45	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	£ 420.00	Total	£ 7,812.12	
Current Account	£ 250.00																										
Business Reserve Account	£ 29,283.26																										
Pavilion Reserve Account	£ 35.13																										
Total	£ 29,568.39																										
Less Outstanding Cheques	£ 4,461.21																										
Total as Cash Book	£ 25,107.18																										
Sports Pavilion	-£15,285.45																										
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	£ 420.00																										
Total	£ 7,812.12																										

<p>vi. <u>M Ford Refund</u> The Clerk reported that the £882 overpayment to M Ford Groundworks has been refunded.</p> <p>24/031/b <u>Invoices Payable</u> <u>Invoices payable</u></p> <table border="0"> <tr> <td>Sarah Moore</td> <td>January Expenses</td> <td>£ 361.89</td> <td><i>Chq 1857</i></td> </tr> <tr> <td>Evis Ground Maintenance</td> <td>Grass Cutting – January</td> <td><u>£ 575.54</u></td> <td><i>Chq 1858</i></td> </tr> <tr> <td></td> <td>Total</td> <td><u>£ 937.43</u></td> <td></td> </tr> </table> <p>The Clerk requested two further invoices to be paid.</p> <table border="0"> <tr> <td>Somerset Council</td> <td>Lengthsman - January</td> <td>£ 422.51</td> <td><i>Chq 1859</i></td> </tr> <tr> <td>Terry Harper</td> <td>Padlocks & Keys</td> <td><u>£ 93.12</u></td> <td><i>Chq 1860</i></td> </tr> <tr> <td></td> <td>Total</td> <td><u>£ 515.63</u></td> <td></td> </tr> </table> <p>It was RESOLVED to approve the payments.</p> <p>24/031/c <u>Other:</u> None declared.</p>	Sarah Moore	January Expenses	£ 361.89	<i>Chq 1857</i>	Evis Ground Maintenance	Grass Cutting – January	<u>£ 575.54</u>	<i>Chq 1858</i>		Total	<u>£ 937.43</u>		Somerset Council	Lengthsman - January	£ 422.51	<i>Chq 1859</i>	Terry Harper	Padlocks & Keys	<u>£ 93.12</u>	<i>Chq 1860</i>		Total	<u>£ 515.63</u>		
Sarah Moore	January Expenses	£ 361.89	<i>Chq 1857</i>																						
Evis Ground Maintenance	Grass Cutting – January	<u>£ 575.54</u>	<i>Chq 1858</i>																						
	Total	<u>£ 937.43</u>																							
Somerset Council	Lengthsman - January	£ 422.51	<i>Chq 1859</i>																						
Terry Harper	Padlocks & Keys	<u>£ 93.12</u>	<i>Chq 1860</i>																						
	Total	<u>£ 515.63</u>																							
<p>24/032 PLANNING 24/032/a <u>Parish Planning Working Party Feedback on Applications:</u> 24/00118/TPO – application to carry out tree surgery works to no.1 tree as shown within SSDC (MONT 1) 1999 Tree Preservation Order – Park House, Lower Town, Montacute TA15 6UN – no comments are required from the parish council 24/00169/HOU – the erection of a single story octagonal wooden summerhouse building – Shoemakers House, Townsend, Montacute TA15 6XH – no observations or objections 24/032/b <u>Planning Decisions and Reports</u> <u>Decisions:</u> 24/00100/TCA – notification to carry out tree surgery works to no.1 trees within a Conservation Area – Montacute All Saints C E V A Primary School, Yeovil Road, Montacute TA15 6XG – application permitted 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 - refused <u>Reports:</u> 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 – 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.</p>																									
<p>24/033 GOVERNANCE The Clerk mentioned that as the council has a new member, councillor training needed to be arranged. It was agreed that Cllrs Harper, Owen and Stokes required the training and for the Clerk to check with SALC on when the next sessions were available.</p>	Clerk																								
<p>24/034 CORRESPONDENCE</p>																									

<p>The Clerk said a resident has expressed their concern over the lack of dog waste bins considering the number of dogs walked in the area. Unfortunately, there are few places where bins can be placed due to residential properties, access and land ownership. Also, any new bin would require permission from Somerset Council as the bin would need to be added to their collection rota. The resident also raised concerns about the amount of litter and said they would be happy to carry out litter picking.</p> <p>A discussion was held, and it was agreed to arrange regular litter picking sessions.</p>	
<p>24/035 <u>ITEMS FOR FUTURE AGENDAS</u></p> <p>Pavilion Grand Opening Regular Litter Picking Sessions</p>	
<p>24/036 <u>DATE OF NEXT PARISH COUNCIL MEETING</u></p> <p>There being no further business, the meeting was closed at 20.38pm. The next meeting will be held in the village hall at 7pm on Wednesday, 20th March 2024.</p>	