

MINUTES OF MONTACUTE PARISH COUNCIL
MONTHLY MEETING HELD ON
MONDAY 18TH NOVEMBER 2019 IN THE VILLAGE HALL

19/170/a PRESENT:

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

Others: Mr Tony Capozzoli (District Councillor), Mr Paul Rowsell (District Councillor), Mrs S Moore (Clerk), and 1 member of the public

19/170/b APOLOGIES:

Mr M Inglett, Mrs J Kelly and Mr M Keating (County Councillor),

19/171 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 Saint declared an interest in matters relating to the Village Hall

19/172 PUBLIC SESSION:

No members of the public were in attendance.

19/173 DISTRICT & COUNTY COUNCILLORS:

19/173/a Cllrs Capozzoli, Rowsell and Hull:

Cllr Rowsell explained the volunteer who carried out the Community Speed Watch in Chilthorne Domes has now left.

Cllr Capozzoli said if the parish council were going to purchase a speed indicator device then SSDC could possibly help with some funding.

19/173/b Cllr Keating:

Cllr Keating's reports for October had been circulated to all councillors.

19/174 MINUTES OF PREVIOUS MEETING:

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

19/175 MATTERS ARISING FROM MINUTES:

19/175/a Review of Actions List

The Action Report from the previous minutes was reviewed:

- New Christmas Tree Lights: Cllr Saint has purchased 2000 lights at a cost of £66.62
- Electric Supply for Christmas Tree: Cllr Littlefield said the resident has agreed for their electric to be used for the tree lights
- Skip for Allotments: This item is ongoing
- Install Litter Bin in Play Area: It was agreed to ask the lengthsman to do the work **Action Clerk**
- Recreation Ground: It was agreed to obtain a dog's on lead sign and to contact the resident in the adjoining property regarding the overgrown vegetation. **Action Clerk**
- Mobile Phone Mast: It was agreed to contact BT. **Action Clerk**

19/175/b To Discuss VE Day 75 2020

The meeting was cancelled, and it was decided to arrange a meeting in January.

19/175/c To Discuss Christmas Lighting Event

Cllrs Gihon and Harper agreed to organise the event.

(Cllr Warry entered the meeting)

It was agreed that all councillors would contribute a dozen mince pies and donate towards the hamper for the raffle prize. The proceeds from the raffle will go towards the pavilion. The event is to start at 6pm in the Borough and to finish by 8.30pm. Cllr Littlefield and the Clerk will liaise regarding the delivery of the Christmas tree.

19/176 RECREATION GROUND PAVILION PROJECT:

Cllr Littlefield gave a report on the specifications of the pavilion and that details have been sent to the National Trust. The National Trust have agreed in principle to the new style of building. However, they have requested the exact building style and size before they will give full approval.

19/177 HIGHWAYS:

It was agreed to contact Highways on the outstanding issues including the drain in Townsend as the grid is now buckling.

Action Clerk

19/178 GROUND MAINTENANCE

No report given.

19/179 WORKING PARTIES REPORTS:

19/179/a Allotments

Cllr Gihon said there was a gap at the end of the fence, and it was agreed to look at getting some more trees. There are four Ash trees which have self-seeded and will be removed.

19/179/b National Trust

Cllr Saint said it was a great improvement to Back Lane now that the Trust has cut back the hedge. Cllr Folkard agreed to talk to the Trust amount pruning the Apple trees and cutting down the Elder tree in the Orchard in Yeovil Road

Action Cllr J Folkard

19/179/c Street Lighting

Nothing to report.

19/179/d Speedwatch

Cllr Saint reported 3 people attended the meeting on 6th November. It was agreed to wait until March to discuss this further and ask for volunteers for the Community Speed Watch in the February magazine.

Action Clerk

19/179/e Triangle Trust

Nothing to report.

19/179/f Recreation Ground

Cllr Saint said the meeting to with SSDC to discuss the s106 application regarding a grant towards new play equipment was very informative. The revised forms have been submitted to SSDC and the Clerk is just waiting to find out whether the council has been successful.

The Clerk said Western Power Distribution will be removing the electricity supply on 6th December. Once the work has been done the Clerk will contact the building contractor so the huts can be demolished.

Action Clerk

Cllr R Folkard asked when the toilet hut will be demolished. Cllr Saint said she would obtain an additional quote from the building contractor.

Action Cllr Saint

19/179/g Footpaths

No report given.

19/180 CHAIRMAN'S ANNOUNCEMENTS:

Cllr Saint gave a report on the Remembrance Service.

19/181 CLERK'S REPORT:

No report given.

19/182 FINANCE:

19/182/a Matters to Report

i. Monthly Bank Reconciliation

The Clerk gave the quarterly bank reconciliation as at 31st October 2019:

Current Account	£ 250.00
Business Reserve Account	£53,614.12
Pavilion Reserve Account	<u>£21,237.59</u>
Total	£75,101.71
Less Outstanding Direct Debits	£ 0.00
Less Outstanding Cheques	<u>£ 1,330.31</u>
Total as Cash Book	£73,771.40

Ring-Fenced Amounts

Sports Pavilion	£29,151.54
Play Equipment	£10,649.00
Spring Bulbs	<u>£ 100.00</u>
Total	£39,900.54

Unallocated Money

£33,870.86

ii. Online Banking

The Clerk said the Finance Working Party discussed going over to online banking as this is now becoming normal practice and many suppliers prefer to be paid by BACS or direct debit. The Clerk said she was unable to access any information online unless she set up an account Cllr Saint agreed to contact NatWest. The Clerk said Councillors would need to agree for her to become a signatory so that she can process payments/credits and any transactions made would also need a minimum of two other councillors to authorise. By using online banking, it will make payments and administration more efficient.

Proposed: Cllr Gihon Seconded: Cllr Littlefield agreed unanimously

iii. EDF Energy Disputed Invoice

The Clerk reported she has received an invoice from EDF for the period 6th July to 20th October for £91.16. She stated the final meter reading was given on 19th September but EDF were using this reading as the 'previous reading' and the 'latest reading' is an estimated figure. Therefore, a complaint has been made to EDF stating the council should only be charged up to 19th September and not 20th October as it was EDF's error for not acting on the council's instructions quick enough. The Clerk said she has also asked for compensation as EDF have not removed the meter from the hut when they were instructed resulting in the council incurring additional cost on the security fencing. The Clerk will give an update at the next meeting.

19/182/b Cheques for Signature

Sarah Moore	Reimbursements & Expenses for October	£ 104.00	Chq 1586
K M Dike Nurseries	Grass Cutting October	£ 412.60	Chq 1587
PKF Littlejohn LLP	Annual Governance & Accountability Return	£ 240.00	Chq 1588
<u>Local Government Act 1972 s.137</u>			
The Royal British Legion	Donation to Poppy Appeal	<u>£ 35.00</u>	Chq 1589
	Total	£ 791.60	

The Clerk said as there was no meeting in December could some additional payments be made. This was agreed.

Paull's of Martock	Christmas Tree	£ 130.00	Chq 1590
David Fox	4 x Allotment Plots Ploughed	£ 100.00	Chq 1591
Elizabeth Gihon	Reimbursement for Christmas Event Items	£ 38.66	Chq 1592
Christine Saint	Christmas Tree Lights	£ 66.62	Chq 1593
	Total	£ 335.28	

Proposed: Cllr Gihon Seconded: Cllr Kelly agreed unanimously

19/182/c Other

The Clerk had prepared the budget and the budget recommendations have been circulated to councillors. The budget was approved.

Proposed: Cllr Mansi Seconded: Cllr Gihon agreed unanimously

The Clerk said she should receive the Tax Base rate mid-December and the Finance Working Party will make its recommendations for the precept at the January meeting.

19/183 PLANNING:

19/183/a Planning Information

No report given.

19/183/b Parish Planning Working Party Feedback on Applications:

No report given

19/183/c Planning Decisions and Reports

i. Decisions

19/02802/TCA – application to carry out tree works within a Conservation Area – 17 The Borough, Montacute TA15 6XB – application permitted

ii. Reports

18/04084/FUL – erection of a new pavilion – Montacute Recreation Ground, Montacute Road, Montacute - no update since previous meeting

19/184 GOVERNANCE:

No report given.

19/185 CORRESPONDENCE:

A letter has been received from the Treasurer of St Catherine's Church asking if the parish council would consider raising the grant towards the churchyard maintenance. The Clerk explained if the council were to provide a grant for the full maintenance cost then it would a 400% increase of the existing allocated amount. The Clerk said it had been recommended at the recent Finance meeting to increase the grant by £400 in the 2020/21 budget.

Proposed: Cllr Warry Seconded: Cllr R Folkard agreed unanimously

19/186 MEMBERS' REPORTS:

No reports given.

19/187 ITEMS FOR FUTURE AGENDAS:

None declared

19/188 DATE OF NEXT PARISH COUNCIL MEETING:

There being no further business the meeting was closed at 21.20pm. There is no meeting in December and the next meeting will be held on Monday, 20th January 2020 in the Village Hall at 7.15pm.