

**MINUTES OF MONTACUTE PARISH COUNCIL**  
**MONTHLY MEETING HELD ON**  
**MONDAY 19<sup>TH</sup> MARCH 2018 IN BAPTIST CHAPEL**

**18/018/a PRESENT:**

**Members:** Mr V Baker (Chairman), Mrs J Folkard, Mrs A Gihon, Mr M Sampson, Mrs L Siegle and Mr D Warry

**Others:** Mrs S Moore (Clerk), Keri Phillips (General Manager, National Trust South Somerset) and no members of the public

**18/018/b APOLOGIES:**

Mrs C Saint (Vice Chairman), Mrs A Jewell-Harrison, Mr H Marsh, Mrs J Roundell Greene (District Councillor) and Mr M Keating (County Councillor)

**18/019 DECLARATION OF INTEREST:**

Cllr Baker declared an interest in matters relating to the village hall.

Cllr Gihon declared an interest in matters relating to the Sheep Wash, Triangle Trust and the village hall.

Cllr Warry declared an interest in matters relating to the Triangle Trust.

Cllr Sampson declared an interest in matters relating to the planning application 18/0425/FUL

**18/020 PUBLIC SESSION:**

Keri Phillips, General Manager at the National Trust in South Somerset, introduced herself. Cllr Baker mentioned that the lease on the recreation ground will be up for renewal in a few years' time and asked if there could be an extension on the lease now before the parish council put any investment into the new pavilion. Keri Phillips said to contact the Estate Manager for Somerset. **Action Clerk**

Cllr Folkard asked if the National Trust could attend to a couple items. These were:

- Top of Station Road – bushes are growing through the wall
- Hedge at the back of the recreation ground – this is no longer laid so the hedge has grown too high and is spoiling the views
- Lower Town – the stream needs clearing as it floods in the area where the stream goes under the bridge

It was agreed to email these items to Keri Phillips **Action Clerk**

Keri Phillips mentioned that the National Trust are considering changing the routes into the park and asked for suggestions on how to notify the village. Cllr Siegle said that this could be put into the village magazine.

**18/021 PCSO REPORT:**

As a report is no longer received it was agreed to remove this item from the agenda.

**18/022 DISTRICT & COUNTY COUNCILLORS:**

**18/022/a Cllr Roundell Greene:**

The Clerk read out Cllr Roundell Greene's report:

- SSDC has increased the tax by £5 for a band D property. This is the amount allowed by the government.
- Business rate relief has been increased from 43% to 55%. Rural rate relief has been extended, as has pub relief. Full details of this can be found on the SSDC website.
- SSDC is supporting the Key4Life initiative, which gives help to young men at risk of going to prison or on leaving prison. The scheme assists with finding work and training. There has been a 79% success rate of getting young men into employment in Somerset. SSDC has participated by employing a young man in the Street Scene Team and is continuing to find ways of helping others. To date there have been 15 offenders in Somerset who have benefitted from the scheme.

- Last week saw the launch of the Yeovil Refresh. Plans for regeneration in the town have been published showing areas where the council is proposing major schemes to increase footfall and bring areas such as The Cattle Market back into use. There are mixed development schemes for both housing and office/retail. This is a long-term plan for Yeovil, which will entail working with partners to bring it forward in a phased approach.
- The Yeovil Refresh, along with Transformation, The Innovation Centre Phase 2, Chard Regeneration and Wincanton Town Centre form part of the Council Plan, which has now been adopted and will run until 2021.
- The snow has caused the waste and recycling collections to be delayed. Following the first snow fall the crews caught up with collections very quickly. Crews are working weekends to catch up on missed collections.

**18/022/b Cllr Keating:**

Cllr Keating's report had been circulated to councillors. Some of the items covered in Cllr Keating's report are:

- schools and public transport during the inclement weather and advise to check the @TravelSomerset on Twitter for updates and reports
- Family Support Service – further information can be found at [publichealth@somerset.gov.uk](mailto:publichealth@somerset.gov.uk)
- Ofsted report into SCC Children's Services had a rating of 'requires improvement to be Good'
- Secondary School Admissions – 97.5% of children have been offered a place at their top three school preferences.
- Single Use Plastics – It was agreed to move towards the withdrawal of single use plastics across all SCC sites.
- Libraries Consultation – people are encouraged to participate in the consultation which runs to 22<sup>nd</sup> April. Further information can be found at <http://somersetlibraries.co.uk/consultation/>

The Clerk mentioned that she had received an email from Cllr Keating requesting assistance with his Facebook pages and is looking for people to be the editor for the Montacute Matters page. The Clerk said that she did not have the time to do this and asked if anyone wished to take on this role. Unfortunately, there was no one able to be the editor for the Facebook page.

**18/023 MINUTES OF PREVIOUS MEETING:**

The following Minute references were changed:

17/009/f – sentence was changed to read '.... stipulated that they do not want any planting...'

The Minutes of the previous meeting were signed and approved.

Proposed: Cllr Warry                      Seconded: Cllr Sampson      agreed unanimously

**18/024 MATTERS ARISING FROM MINUTES:**

**18/024/a Review of Actions List**

The Clerk reviewed the items on the Action List:

- The dog/litter bin has been ordered from Wybone. Awaiting delivery
- The defibrillator and cabinet has been ordered. Awaiting delivery
- It was agreed to contact the groundsman to carry out the maintenance on the verge outside the Monks House. **Action Clerk**
- 20mph Speed Limit Recommendations – an email has been sent to Cllr Keating agreeing to the proposal. Cllr Keating understood the remarks regarding St Michaels View and felt that additional data was needed to take this forward.

- The playground repairs are discussed under *minute ref: 18/026/f*
- The Clerk said that she had contacted Wicksteed Leisure to obtain a tool to remove the panel guards from the seesaw. As Wicksteed's had no records of the purchase they had requested photographs - these had been forwarded on and the Clerk said that she is waiting for the tool to be delivered.
- The key for the security gate has been returned but the junior football club still has the hut keys. A book has been passed to Cllr Warry so that the keys will be signed for when they are collected/returned. It was agreed that the padlocks would be changed.

**Action Cllr Baker**

### **18/025 HIGHWAYS:**

Cllr Warry mentioned that the potholes in Back Lane had been marked for repair.

Cllr Baker mentioned that the road between Montacute and Tintinhull is flooded and that this was because the drain has not been maintained. It was agreed to report this on the SCC website.

**Action Clerk**

The Clerk said that the Yeovil Half Marathon will be coming through Montacute on 25<sup>th</sup> March and said that a number of roads will be closed for a short period of time.

The Clerk gave an update on the termination of the Speed Indicator Device programme. SCC have confirmed that the contribution required from parish/town councils for each speed indicator device (SID) installation, should a revised SID programme operate after March 2018, will be £100, and parish councils who wish to be part of a revised programme from April 2018 – i.e. interested in receiving a SID or a number of SIDs at £100 per installation should notify SCC as soon as possible. The Clerk said that there was no obligation to adopt all the SID locations currently allocated under the existing (2017) programme but SCC need to know:

- The locations for a SID and,
- how many times per year the SID is to be installed at each of the locations selected.

The Clerk said that currently there is one S.I.D. placed in Yeovil Road 3 times a year, and asked councillors to consider having one in St Michaels View. A discussion was held and it was agreed to have one S.I.D. in St Michaels View three times a year.

Proposed: Cllr Gihon

Seconded: Cllr Folkard

agreed unanimously

### **18/026 WORKING PARTIES REPORTS:**

#### **18/026/a Allotments**

Cllr Gihon gave an update on the allotments. The allotment holders meeting was cancelled due to the snow, so it was agreed that another meeting will be arranged. Cllr Gihon asked the Clerk to send her a 'welcome pack' for new allotment holders.

**Action Clerk**

#### **18/026/b National Trust**

This item was covered under *Minute ref: 18/020*.

#### **18/026/c Street Lighting**

Cllr Gihon reported there was a faulty light in Station Road. Cllr Folkard to check and report to SCC.

#### **18/026/d Speedwatch**

The speed limit was discussed under *Minute ref: 18/024* and the S.I.D. was discussed under *Minute ref: 18/025*

#### **18/026/e Triangle Trust**

No report given

#### **18/026/f Recreation Ground**

Cllr Siegle said that the new equipment was now installed. Cllr Siegle had written an article for the magazine thanking the National Trust, the Bonfire Club and everyone who had donated towards the equipment. It was agreed for it to be included in the parish council's article.

**Action Clerk**

Cllr Siegle gave a report on the which equipment needed repair. The two main areas were the base plate and matting for the seesaw and, the matting and painting for the slide. The recover matting is specialised and is only available from Matta Products at a cost of £481 excl. VAT for the seesaw and £2,639 excl. VAT for the slide. Cllr Siegle said that these prices include fitting and have a 10-year guarantee. A discussion was held, and it was agreed to go ahead with the matting for the slide and Cllr Siegle said that she would check the price and let everyone know. It was agreed to pay up to £3,000.

Proposed: Cllr Sampson      Seconded: Cllr Gihon      agreed unanimously

The Clerk said that SSDC were offering the annual playground inspection again for 2018 and a cost of £48 for the inspection and £30.50 for the risk assessment. This was agreed.

Proposed: Cllr Warry      Seconded: Cllr Sampson      agreed unanimously

**18/026/g**      Footpaths

No report given.

**18/027**      **CHAIRMAN'S ANNOUNCEMENTS:**

Cllr Baker commented on the design of the changing rooms and the meeting room for the new pavilion and according the F.A. it is not big enough. However, it does not appear that the senior football team is coming back to Montacute so Cllr Baker asked whether councillors were happy with the current size. A discussion was held, and it was agreed to keep the pavilion as it is.

The Clerk mentioned that she had received an email from the arboriculturalist which gave the prices showing technical arboricultural requirements. Stage 1 has already been completed but the report needs a slight rewording; Stage 2 gives the tree protection plan and the method statement and Stage 3 is for the tree protection monitoring. The Clerk said that the only part required was the method statement as tree protection plan and tree protection monitoring is carried out by the National Trust. The cost for the method statement would be £250. This was agreed.

Proposed: Cllr Sampson      Seconded: Cllr Gihon      agreed unanimously

**18/028**      **CLERK'S REPORT:**

i.      Risk Assessment

The Clerk presented the annual risk assessment which was signed by Cllr Baker.

ii.      GDPR and Governance

The Clerk reported that the data protection legislation reform will come into force on 25<sup>th</sup> May 2018 which will mean changes to way the parish council have to comply. The Clerk said that she would investigate this and report back. The Clerk also mentioned that the parish council would need to bring their governance information up to date and that she is currently in the process of complying the necessary policies.

iii.      Computer Issues

The Clerk said that she had continuing issues with her computer which was no longer working. She asked the parish council to purchase a laptop so that she could carry out the day to day administration for the parish council. The Clerk said that she had looked at various types of business laptops and the HP ProBook 470 with Windows 10Pro was the most suitable. The prices varied slightly – Amazon £642.23; HP Store £598.80 incl. VAT. A discussion was held on why this was needed, and it was agreed to purchase the laptop from the HP Store.

Proposed: Cllr Warry      Seconded: Cllr Gihon      agreed unanimously

*(Cllr Siegle left the meeting)*

**18/029 FINANCE:**

**18/029/a Matters for Report**

i. Monthly Bank Reconciliation

The Clerk gave the quarterly bank reconciliation as at 19<sup>th</sup> March 2018:

Current Account	£ 250.00
Business Reserve Account	£ 48,101.74
Sports Project Reserve Account	£ 16,186.39
<b>Total</b>	<b>£ 64,538.13</b>
Outstanding Cheques	£ 749.84
<b>Total as Cash Book</b>	<b>£ 63,788.29</b>

ii. Wessex Water Direct Debit

The Clerk reported that she had received the Wessex Water invoice for the period 31<sup>st</sup> August 2017 to 14<sup>th</sup> February 2018 and that the amount owing was £46.76 which will be taken via direct debit around the 3<sup>rd</sup> April.

**18/029/b Cheques for Signature**

Sarah Moore	Reimbursements & Expenses for February	£ 20.20	Chq 1483
K M Dike Nurseries	Grass Cutting	£ 386.50	Chq 1484
Montacute Baptist Chapel	Hire of Hall February	£ 25.00	Chq 1485
Community Council for Somerset	Membership Renewal	£ 40.00	Chq 1486
South Somerset District Council	Provision of Ranger 2017/18	£ 4,003.45	Chq 1487
National Trust	Recreation Ground Rent	£ 100.00	Chq 1488
	<b>Total</b>	<b>£ 4,575.15</b>	

Proposed: Cllr Folkard      Seconded: Cllr Gihon      agreed unanimously

**18/029/b Other:**

None declared

**18/030 PLANNING:**

**18/030/a Planning Information:**

No report given.

**18/030/b Parish Planning Working Party Feedback on Applications:**

**18/0425/FUL** – alterations and conversion of barn into a church (Use Class D) and associated access and parking – buildings at St Michaels Nursery, Mason Lane, Montacute – this application is still with the planning working party

**18/030/c Planning Decisions and Reports**

Decisions:

**17/04757/LBC** – the carrying out of various internal and external alterations to include replacement windows: 36 Bishopston, Montacute, TA15 6UU - granted

**17/04909/FUL** – erection of small aluminium greenhouse and boundary fencing (retrospective). Erection of timber potting shed (retrospective) and garden vehicle wash down pad with underground collection tanks. Alterations to existing compost area and installation of collection tank – Montacute House (Gardener's Yard), Bishopston, Montacute TA15 6XP - granted

Reports:

No report given

**18/031 CORRESPONDENCE:**

Correspondence had been received from:

The Triangle Trust. The Trust wrote asking for a donation towards equipment servicing and calibration. It was agreed to give £50.

Proposed: Cllr Sampson      Seconded: Cllr Folkard      1 agreed; 2 abstained

Hamdon Medical Centre: The surgery wrote asking for a contribution towards Dr Bulley's retirement present. A discussion was held and it was decided that this did not come under the parish council's powers and that it was down to the individual to make any donations.

**18/032 MEMBERS REPORTS:**

Cllr Warry asked when the Parish meeting will be held. The Clerk said that this will be called by the Chairman. It was agreed that the Chairman and the Clerk would liaise and agree a date.

**18/033 ITEMS FOR FUTURE AGENDAS:**

None declared

**18/034 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 16<sup>th</sup> April 2018 in the Baptist Chapel at 7pm.