

MINUTES OF MONTACUTE PARISH COUNCIL
MONTHLY MEETING HELD ON
MONDAY 19TH APRIL 2021 VIA ZOOM APP



21/046/a PRESENT:

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

Others: Mrs S Moore (Clerk), Mr T Capozzoli (District Councillor) and 2 members of the public

21/046/b APOLOGIES:

Mr J Davies

Cllr Saint announced that Cllr Mansi had resigned from the Parish Council due to personal reasons.

21/047 DECLARATIONS OF INTEREST:

Cllr Saint declared an interest in matters relating to the Village Hall and Montacute Pre-School.

Cllr Gihon declared an interest in matters relating to the Sheep Wash, Triangle Trust, and the Village Hall

Cllr Littlefield declared an interest in matters relating to the Village Hall.

(Cllrs J Folkard and R Folkard entered the meeting.)

21/048 PUBLIC SESSION:

The two members of the public had expressed an interest in joining the parish council and were listening in on proceedings.

21/049 DISTRICT & COUNTY COUNCILLORS:

21/049/a Cllr Capozzoli and Cllr Rowsell

Cllr Capozzoli suggested that a formal complaint should be made to Somerset County Council regarding the lack of action regarding the travellers in Station Road and, the non-attendance of the County Councillor at parish council meetings. **Action Clerk**

Cllr Capozzoli said the phosphates issue was still being discussed and the matter was ongoing.

Cllr Capozzoli announced that SSDC's Chief Executive was leaving the council, and a new CEO would be appointed in the near future.

21/049/b Cllr Keating:

No report had been received.

21/050 MINUTES OF PREVIOUS MEETING:

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

21/051 MATTERS ARISING FROM MINUTES:

Review of Actions List

- Various Highway Issues: It was agreed for Cllrs Littlefield and Saint to compile a list of outstanding highway issues and forward them to the Clerk so that a report could be sent to Somerset County Council. **Action Cllrs Littlefield & Saint**
- Travellers in Station Road – This item was discussed under *Minute ref: 21/049/a*
- Fingerpost in Middle Street – It was agreed to ask the Lengthsman to drop the top of the fingerpost to Mr Fox's address. **Action Cllr Saint**
- Online Banking – Cllr Saint said had spoken to Lloyds Bank who had said they were now accepting new business accounts, but it would need to be set up online. It was agreed for Cllr Saint and the Clerk to liaise and possibly go into NatWest to arrange the transfer of funds. **Action Cllr Saint & Clerk**
- Sports Pavilion - It was agreed that as the lockdown restrictions were easing, the Pavilion Project Working Party would be able to meet in due course and produce a business plan.
- National Trust Easter Event: Cllr J Folkard said the event had to be booked online and the overflow car park was made available.

- Feedback on the National Trust Management Plan - Cllr Saint said councillors must send their feedback to the Clerk so that a report can be compiled as soon as possible.

Action Whole Council

- Litter Pick – The Clerk said some residents have said they would be willing to volunteer. It was agreed that the starting point would be at the garage.

(Cllr Wilson joined the meeting)

Cllr Wilson explained how a village run litter picking group is set up. It was agreed to hold an organised litter pick in conjunction with Streetscene before setting up a village run group. The Clerk explained that Streetscene will loan the Parish Council the equipment over a weekend and would collect the rubbish from a designated point. It was agreed to hold a litter pick on Saturday, 15th May at 10am.

- Unitary Consultation - Cllr Saint said councillors needed to send comments to the Clerk so that a Parish Council viewpoint could be made.

Action Whole Council

21/052 SPORTS & LEISURE:

21/052/a Play Area & Recreation Ground:

Cllr R Folkard said there has been a few problems with litter and the grass cutting. The Clerk said the groundsman has had issues with his mower. Cllr R Folkard said the groundsman needs to cut the play area with a hand mower as the large mower could damage the matting etc. Cllr Saint suggested asking the groundsman to carry out an extra cut. The Clerk pointed out that this would incur an extra cost. It was RESOLVED to provisionally pay the additional amount for one extra cut.

Action Clerk

21/052/b Recreation Ground Pavilion Project:

No report given.

21/52/c Any Other Issues:

Nothing reported

21/053 VILLAGE ENVIRONMENT:

21/053/a Allotments:

Cllr Gihon said the rubbish has now been cleared from the allotments, so the next stage is to level off the ground at the bottom of the allotments, to the track way, to the area at the top near the entrance and, to sow grass seed where necessary. This means a digger would need to be hired for a weekend and would cost £250 to the hire. It was RESOLVED to get a digger and purchase the grass seed.

Cllr Gihon said additional fuel was needed for the previous digger hire and the receipts will be passed onto the Clerk.

Action Cllr Saint

Cllr Gihon said the piece of no man's land that needs refencing measures 25 x 32 yards and prices for fencing are being sought. Cllr Gihon said she would contact the Carnival Committee to find out whether they would support this project financially and possibly the cost of a new rotavator as the existing one is beyond repair. It was agreed for Cllr Gihon to get some quotes for a new rotavator.

Action Cllr Gihon

Cllr Gihon thanked Cllr Littlefield for making the two new 'No Tipping' signs.

21/053/b Crime & Anti-Social Behaviour:

Cllr R Folkard said there has been some vandalism to the basketball hoop on the recreation ground and had been reported to the police. Cllr Saint asked if any information including the incident numbers to the Clerk.

The Clerk asked whether a new net was needed and Cllr J Folkard said the parish council may have a spare net in storage.

21/053/c Footpaths:

No report.

21/053/d Ground Maintenance:

This item was discussed under *Minute ref 21/052/a*.

(Cllr Capozzoli left the meeting)

21/053/e Highways & Transport:

i. SID Update:

The Clerk reported that the speed indicator device had now been ordered but no delivery lead time had been given. The Clerk said County Council have now agreed that the SID can be put on the triangular warning signpost next to the Orchard in Yeovil Road.

ii. Speedwatch:

Cllr Saint has received a list of volunteers but only a couple of people have been trained. It was agreed to hold a meeting on 22nd May at 10.30am to bring all the volunteers together to discuss a way forward.

21/053/f National Trust:

This item was discussed under *Minute ref: 21/051*

National Trust Lease

The Clerk reported that all the paperwork has now been sent to Amicus Law and confirmation had been received that they are liaising with the National Trust's solicitors.

21/053/g Street Lighting:

Cllr J Folkard said there was nothing to report.

21/053/h Triangle Trust:

Cllr Warry said there was nothing to report.

21/053/i Any Other Issues:

Nothing to report.

21/054 MEMBERS' & CLERK'S REPORTS

No reports received.

21/055 FINANCE:

21/055/a Matters to Report

i. Monthly Bank Reconciliations

The Clerk gave the monthly bank reconciliation as of 31st March 2021:

Current Account	£ 250.00
Business Reserve Account	£35,799.16
Pavilion Reserve Account	<u>£21,263.94</u>
Total	£57,313.10
Less Outstanding Cheques	<u>£ 150.00</u>
Total as Cash Book	£57,163.10

Ring-Fenced Amounts

Sports Pavilion	£33,129.52
Play Equipment	£ 4,241.42
Allotment New Plot Deposits	£ 200.00
Allotment Gate Key Deposits	£ 350.00
Defibrillator Accessories	£ 186.50
Spring Bulbs	<u>£ 100.00</u>
Total	£38,207.28

Budget Working Capital **£18,955.82**

ii. Year End Budget Comparison

The Budget Comparison report had been circulated to councillors. This report compares the budget for 2020/21 against actual expenditure. The areas where there were an overspend were: Staffing costs - this was due to a NALC pay increase; Grants – the grant for towards the churchyard maintenance was increased; Subscriptions – due to Covid and not being allowed to meet face-to-face the Parish Council had to purchase an online Zoom subscription and; Play Equipment – new play equipment was purchased. Much of this was paid for by ring-fenced money and an s.106 grant from SSDC. The overall expenditure for the financial year was 22% under budget.

iii. Precept 2021/22

The Clerk reported that she had received the remittance advice from SSDC for the precept.

21/055/b Cheques for Signature

Sarah Moore	March Expenses	£ 327.69	Chq 1666
Evis Ground Maintenance	Grass Cutting – March	£ 388.88	Chq 1667
HMRC	PAYE Period 11-12	£ 174.20	Chq 1668

Montacute Pre-School	Grant – Outdoor Play Area Refurb	£ 500.00	Chq 1669
	Total	£1,390.77	

The Clerk asked if the payment for the fuel for the digger could be added to the cheque payments. This was agreed. The payment details are as follows:

David Fox	Fuel for Digger	£ 23.51	Chq 1670
-----------	-----------------	---------	----------

It was RESOLVED to approve the payments.

21/055/c Other

None declared.

21/056 PLANNING:

Cllr Saint said that now that Cllr Mansi has resigned the Planning Working Group is considerably depleted and asked councillors to join the working group. It was agreed that Cllrs Saint, Gihon, Littlefield and Warry would now be on the Planning Working Group.

21/056/a Planning Information

No report given.

21/056/b Parish Planning Working Party Feedback on Applications:

None received.

21/056/c Planning Decisions and Reports

i. Decisions

No decisions to report.

ii. Reports

20/00991/OUT – Outline application with all matters reserved save for access for the residential development of land for up to 30 no. dwellings – Land at Mason Lane, Montacute – Awaiting Decision. No further information has been posted on the SSDC Planning Portal. An extension has been applied for until May.

21/00195/FUL – erection of a new pavilion, re-submission of 18/04084/FUL – Montacute Recreation Ground, Montacute Road, Montacute – awaiting decision.

21/057 GOVERNANCE:

i. New Code of Conduct 2020

The Clerk reported that the Local Government Association have produced a new model Code of Conduct which explains the 'Nolan Principles' in more depth. Also, the new Code of Conduct has been developed to cover all tiers of Local Government. The draft Code for Montacute will be circulated to councillors for approval and adoption at the Annual Parish Council meeting.

ii. Returning to Face-to-Face Meetings

The Clerk said the Regulations set up by Central Government to enable councils to hold meetings remotely during the pandemic will come to an end from 7th May 2021. The National Association of Local Councils (NALC) is working with a number of national bodies to press the government to extend these regulations beyond this date and will continue to stress the urgency and importance of this issue but, at this time the government has no plans to extend these regulations, so councils are advised to start preparing for the real possibility of face-to-face meetings from May.

The Clerk said parish councils had to defer their Annual Parish Council meeting in 2020 due to the lockdown and as this would not be allowed for 2021, NALC is recommending that parish councils hold their Annual Parish Council meeting before the 7th May so that it can be held by Zoom. The Clerk also suggested carrying out a Scheme of Delegation for the month of May and return to face-to-face meetings at the end of June.

It was agreed to hold the Annual Parish Council meeting on Tuesday, 4th May at 7pm. It was RESOLVED to carry out a Scheme of Delegation for the Clerk along with Cllrs Saint and Gihon carrying out the day-to-day running of the Parish Council. Cllr Saint suggested that Cllrs Saint, Gihon and the Clerk meet on 21st May.

Cllr Saint said that the village hall committee decided that the hall would remain closed to the general public with the exception of parish council meetings starting at the end of June.

21/058 CORRESPONDENCE:

Cllr Saint said as the carnival is not being held this year, the Carnival Club are proposing to hold a 'bring your own' village picnic on the recreation ground provisionally on either the 4th or 5th September with live music and games for the children. However, the only issue would be toilet facilities and it was suggested that the parish council could provide some portaloos. It was agreed for Cllrs Saint and Gihon would join the Carnival Clubs Zoom meeting.

The Clerk said she had received a telephone call from a resident who had asked what the parish council could do to help disabled people in the natural environment. The Clerk said the only communal areas under the parish council remit were the recreation ground and the allotments and asked councillors to consider how these areas could be adapted and what activities could be developed for disabled members of the community.

21/059 ITEMS FOR FUTURE AGENDAS:

None declared.

(Cllr Warry left the meeting)

21/060 DATE OF NEXT PARISH COUNCIL MEETING:

There being no further business the meeting was closed at 9.20pm. The next parish council meeting will be held at the village hall at 7pm on Monday, 21st June 2021.