

**MINUTES OF MONTACUTE PARISH COUNCIL**  
**MONTHLY MEETING HELD ON**  
**MONDAY 16<sup>TH</sup> MARCH 2020 IN THE VILLAGE HALL**



**20/031a PRESENT:**

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

**Others:** Mrs S Moore (Clerk), Mr Tony Capozzoli (District Councillor), Mr M Keating (County Councillor), Mr J Ockrim and Mrs J Howarth (Yeovil District Hospital) and no members of the public

**20/031/b APOLOGIES:**

Mrs K Harper, Mr R Littlefield, Mrs M Mansi and Mrs M Wilson

Cllr Saint reported that Cllr Kelly had resigned from the council.

**20/032 DECLARATIONS OF INTEREST:**

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

Cllr Mansi declared an interest in matters relating to the Village Hall

Cllr Saint declared an interest in matters relating to the Village Hall

**20/033 PUBLIC SESSION:**

Mr Ockrim and Mrs Howarth gave the council an update on the pandemic and the lockdown situation and advised what residents should be doing. Cllr Saint explained that leaflets had been sent to every household giving residents the necessary information and links to the government website. Cllr Saint also said that a resident had set up a community help scheme to assist those who needed shopping and prescriptions etc.

*(Mr Ockrim & Mrs Howarth left the meeting)*

**20/034 DISTRICT & COUNTY COUNCILLORS:**

**20/034/a Cllr Capozzoli**

Cllr Capozzoli explained that the waste collection will be collected every three weeks as from June. Cllr Capozzoli will email the Clerk the information from Somerset Waste Partnership and some information about the homeless.

**Action Cllr Capozzoli**

**20/034/b Cllr Keating:**

Cllr Keating's report had been circulated to all councillors.

Cllr Keating asked the council to make sure there is help for those residents who are isolated. He said that he would keep the council updated on any Covid-19 information.

*(Cllrs Capozzoli & Keating left the meeting)*

**20/035 MINUTES OF PREVIOUS MEETING:**

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

**20/036 MATTERS ARISING FROM MINUTES:**

**20/036/a Review of Actions List**

- Dropped Kerb in Middle Street: This work has still not been carried out despite Highways agreeing to carry out the work before the end of March 2019. Cllr Inglett reported that Highways were only working on priority safety defects due to recent inclement weather.  
**Action Clerk**
- Litter Bin: The lengthsman has collected the bin and the Clerk will ask him to install it.  
**Action Clerk**
- Dogs on Lead Sign: The sign has been ordered. Clerk to chase.  
**Action Clerk**
- Mobile Phone Mast: Cllr Inglett agreed to investigate this matter.  
**Action Cllr Inglett**
- Utilities for New Pavilion: Quotes from groundworks contractors and Western Power Distribution are still to be received.
- Parking on Grass Verge in Yeovil Road: Cllr Wilson is to contact the school. **Action Cllr Wilson**

- Blocked Drain in Yeovil Road: Cllr Inglett agreed to investigate. **Action Cllr Inglett**
- S.I.D. Hire and Locations: The Clerk is to let SCC know which location we would like the S.I.D.s to be situated and then discuss hiring the equipment from Martock Parish Council. **Action Clerk**

## **20/037        SPORTS & LEISURE:**

### **20/037/a        Play Area & Recreation Ground:**

A report had been circulated to all councillors.

i. **Play Area**

The Clerk said there was no news regarding the play equipment.

ii. **Recreation Ground**

The Clerk said she had received a response from the solicitor about the queries raised on the new lease. These had been sent out in the report sent to councillors. Not all queries had been addressed and the Clerk said she would contact the solicitor. **Action Clerk**

Cllr R Folkard thought that warning signs should be put around the concrete slabs as they could be a potential trip hazard.

### **20/037/b        Recreation Ground Pavilion Project:**

The Clerk reported the amended plans for the building had been received but these would need to be checked by Cllr Littlefield. KTDesign have agreed to prepare a new location plan for the planning application and a draft of this plan has been given to the ground works contractors. I have contacted Paul Dance regarding the original CAD drawings. Cllr Saint and the Clerk have met with some ground works contractors and are waiting for their quotes. The ground works contractors have indicated that digging a trench across the recreation ground could prove expensive so it has been suggested having a cesspit installed rather than a septic tank as the usage will be minimal, and to access the fresh water supply directly across the road through the car park. The National Trust have been contacted and this option appears to be favourable. The Clerk said she had contacted Western Power Distribution regarding the electric supply and is waiting for their quote.

### **20/037/c        Any Other Issues:**

The Clerk reported the design for the hog roast tickets and programme flyer had been produced and quotes were being obtained for the printing.

*(Cllr Inglett left the meeting)*

It was agreed that these would be put on hold because the Government have banned all public events in light of the Coronavirus. It was agreed to postpone the event until the ban has been lifted.

*(Cllr Inglett re-entered the meeting)*

## **20/038        VILLAGE ENVIRONMENT:**

A report had been circulated to all councillors

### **20/038/a        Allotments:**

Cllr Gihon reported allotment holders meeting went well on 29<sup>th</sup> February and the allotment holders have agreed to help clear the site of all rubbish and the skip would be delivered on 4<sup>th</sup> April. Cllr Gihon said that monthly inspections of the plots will be carried out shortly and the allotment holders thought that it was a good idea to plant new trees along the fence line. **Action Cllr Gihon**

### **20/038/b        Crime & Anti-Social Behaviour:**

No report given.

### **20/038/c        Footpaths:**

No report given

### **20/038/d        Ground Maintenance:**

The grass cutting tender documents have gone out to K M Dike Nurseries, Evis Ground Maintenance and Greenways Ground Maintenance.

### **20/038/e        Highways & Transport:**

The road at the top of the High Street in Stoke sub Hamdon will be closed on 30<sup>th</sup> March for approximately five days so that Wessex Water can re-lay some pipes.

Yeovil Road, South Street, Middle Street, Bishopston, Lower Town, Windmill Lane and Montacute Road will be closed between 9am and 11.30am on 29<sup>th</sup> March for the Yeovil Half Marathon.

### **20/038/f        National Trust:**

Cllr J Folkard said the National Trust will be going to check Wash Lane towards the end of March.

Councillors listed some work that needed carrying out: the apple trees in the Yeovil Road Orchard needed pruning; the hedge on the corner of Back Lane needed trimming and; a dead Oak tree in Lower Town needed cutting down as several branches had fallen and was a safety issue.

**20/038/a Street Lighting:**

Cllr J Folkard said there was nothing to report.

**20/038/g Triangle Trust:**

Cllr Warry said all meetings had been cancelled due to the Coronavirus.

**20/038/a Any Other Issues:**

None declared.

**20/039 MEMBERS' & CLERK'S REPORTS**

The Clerk explained that due to the Covid-19 virus and Government requirements parish councils have been advised to suspend all parish council meetings until further notice. It was RESOLVED to suspend all parish council meetings

Following advice from the Somerset Association of Local Councils the following decisions were RESOLVED:

- a. Should the council be unable to meet for whatever reason, the Clerk be given delegated authority to progress all ongoing matters and projects and authorise all regular payments and incur expenditure in line with the council's agreed budget and any decisions taken under resolution (a) above will be taken, whenever possible, in consultation with the Chairman and Vice Chairman of the Council and the relevant Committee Chairman (if appropriate). A record of all decisions and expenditure incurred under delegated authority will be kept and reported to members when the council next meets.
- b. The authority to decide the council's response to planning applications be delegated to the Clerk, in consultation with the Chairman of the Planning Committee and Chairman and Vice Chairman of the Council. Whenever possible, members of the Planning Committee (or council in the case of large applications) will be informed of applications out for consultation and will be invited to submit comments to the Clerk.
- c. The provisions outlined in resolutions (a-b) above will override any requirements to the contrary in the council's standing orders, financial regulations, or terms of reference.
- d. In the interest of staff and public safety to the community office will be closed to the public, except by appointment, wherever government advice deems this to be appropriate. It was agreed that the Clerk puts a notice up outside her door and on the noticeboard that residents can only contact her through email or by telephone.
- e. The Clerk, in consultation with the Chairman and Vice Chairman, may incur expenditure from the project earmarked reserve where such expenditure will help the community's efforts to support those in need of assistance or prevent social isolation. The Clerk explained the power under the Local Government Act 1972 s.137 can be utilised for any expenditure made to assist with the needs of the elderly and vulnerable members of the community. However, NALC have asked the government if parish council could temporarily use the General Power of Competence for such cases. This has yet to be approved.
- f. Should government allow councils to meet virtually (online), the council will take all reasonable steps to facilitate this.

It was agreed to look at the various online meeting sites.

**20/040 FINANCE:**

**20/040/a Matters to Report**

i. Monthly Bank Reconciliation

The Clerk gave the quarterly bank reconciliation as at 29<sup>th</sup> February 2020:

Current Account	£ 250.00
Business Reserve Account	£46,674.77
Pavilion Reserve Account	<u>£21,251.56</u>
<b>Total</b>	<b>£68,176.33</b>
Less Outstanding Cheques	<u>£ 100.00</u>
<b>Total As Cash Book</b>	<b>£68,076.33</b>

Ring-Fenced Amounts

Sports Pavilion	£28,771.24
Play Equipment	£10,649.00
Allotment New Plot Deposits	£ 100.00
Allotment Gate Key Deposits	£ 320.00
Defibrillator Accessories	£ 186.50
Spring Bulbs	£ 100.00
<b>Total</b>	<b>£40,126.74</b>

**Budget Working Capital**

**£27,949.59**

ii. VAT Reclaim

The Clerk reported the VAT reclaim of £2,621.66 had been received.

**20/040/b** Cheques for Signature

Sarah Moore	Expenses for February	£ 292.55	<i>Chq 1607</i>
K M Dike Nurseries	Grass Cutting – January	£ 412.00	<i>Chq 1608</i>
National Trust	Recreation Ground Rent	<u>£ 100.00</u>	<i>Chq 1609</i>
	Sub Total	£ 904.55	

It was RESOLVED to approve the payments.

**20/040/c** Other

No report given.

**20/041** PLANNING:

**20/041/a** Planning Information

No report given.

**20/041/b** Parish Planning Working Party Feedback on Applications:

**20/00308/HOU & 20/00309/LBC** – Application to regularise single storey rear extension and external WC (retrospective) – 23 The Borough, Montacute TA15 6XB – no observations or objections

**20/00326/LBC** – The carrying out of internal and external alterations to provide structural stabilisation works to the west gable end of dwelling house – Jasmine Cottage, 4 Middle Street, Montacute TA15 6UZ – no observations or objections

**20/041/c** Planning Decisions and Reports

i. Decisions

**20/00336/S73** – Application to vary Condition 2 (approved plans) of planning approval 19/03126/HOU to allow hipped roof design in substitution of approved gable design – 14 Yeovil Road, Montacute TA15 6XG – approved

ii. Reports

**20/00348/LBC** – Listed buildings consent for the improvement of 2 no. internal doors on second floor – Montacute House, Bishopston, Montacute TA15 6XP – awaiting decision

**20/042** GOVERNANCE:

No report given.

**20/043** CORRESPONDENCE:

No correspondence received

**20/044** ITEMS FOR FUTURE AGENDAS:

None declared.

**20/045** DATE OF NEXT PARISH COUNCIL MEETING:

There being no further business the meeting was closed at 9.35pm.