



**MINUTES OF MONTACUTE PARISH COUNCIL**  
**MONTHLY MEETING HELD ON**  
**WEDNESDAY 17<sup>TH</sup> JANUARY 2024**  
**IN THE VILLAGE HALL**

	<b>Action</b>
<p><b><u>24/001/a PRESENT:</u></b>  <b>Members:</b> Mrs C Saint (Chairman), Mr A McFarlane (Vice Chairman), Mrs L Drayton, Mr T Harper, Mr M Myram, Mr B Owen, and Mr D Warry  <b>Others:</b> Mrs S Moore (Clerk), Mr Mike Hewitson (Unitary Authority Councillor), and 2 members of the public</p> <p><b><u>24/001/b APOLOGIES:</u></b>            Mr J Davies, Mrs S Richings, and Mr Oliver Patrick (Unitary Authority Councillor)</p>	
<p><b><u>24/002 DECLARATIONS OF INTEREST</u></b>            Cllr McFarlane declared an interest in planning applications 21/03731/FUL &amp; 21/03732/LBC</p>	
<p><b><u>24/003 PUBLIC SESSION</u></b>            A resident mentioned an article they had read in 'The Leveller' on health and asked what could be done at a parish level to use nature to help the environment and residents with poor health. Cllr Saint said councillors would need to read the article before they could comment on this issue.            Cllr Saint introduced a resident who was interested in joining the parish council and <i>(Cllr Drayton left the meeting)</i> explained that they were part of the Neighbourhood Watch.  <i>(Cllr Drayton re-joined the meeting)</i></p>	
<p><b><u>24/004 UNITARY COUNCILLORS</u></b>            The Unitary report had been circulated to councillors.            Cllr Hewitson reported on Somerset Council's budget and explained there was a 20% gap. He said that the Council can try to alleviate this by selling off assets, raising the council tax by 10%, cutting non-statutory services and streamlining non-services personnel. Parish and Town Councils are being asked to take on the non-statutory services. If these services are transferred, it will not happen immediately and there will be some help on processes.            Concerns were raised that parishes have to set their precept before Somerset Council decide whether to cut services. Cllr Hewitson said that parishes are being asked to calculate the risk of taking on services.</p>	
<p><b><u>24/005 MINUTES OF PREVIOUS MEETING</u></b>            An amendment was made to <i>Minute ref: 23/155</i> in the confidential minutes.            It was RESOLVED to approve and sign the Ordinary Minutes and the Confidential Minutes of the November Parish Council meeting.</p>	
<p><b><u>24/006 MATTERS ARISING FROM MINUTES</u></b>  <u>Review of Actions List</u></p> <ul style="list-style-type: none"> <li>• Play Area – the work to the hopscotch area, the 'Dogs on Leads' sign and the screws in the balance steps is ongoing</li> </ul>	<b>Cllr Harper</b>

<ul style="list-style-type: none"> <li>• Allotment Plot – a reinspection of the allotment plot that had willow growing in it needs to be arranged.</li> <li>• Allotment Site – Trees near entrance need tidying up – ongoing</li> <li>• Blocked Drain at junction of Station Road &amp; Hyde Road – this has been blocked solid for about 15 years and the overflowing water is cutting through the stonework of the houses further down the hill. Report to Highways</li> </ul>	<p><b>Cllrs Harper &amp; McFarlane and Clerk</b> <b>Cllr Harper</b></p> <p><b>Clerk</b></p>
<p><b>24/007                   SPORTS &amp; LEISURE</b></p>	
<p><b>24/007/a           Play Area &amp; Recreation Ground</b></p> <p>i.    <u>Play Area</u> The play area inspection report from Cllr Richings was relayed by the Clerk. The ‘pull-up’ ropes have been replaced. All the equipment and surfaces were in good condition</p> <p>ii.   <u>Pavilion Project</u> Cllr Harper gave an update on the pavilion works. The groundworks have been completed and Sparkford Sawmills have erected the building. Cllr Harper said what other works now needed to be carried out. Cllr Saint thanked Cllr Harper for managing the project. Cllr Saint said she had received verbal confirmation regarding the s106 funding that the parish council should received £38,846.64 towards capital costs and £896.99 towards maintenance costs.</p> <p><b>24/007/b           Any Other Issues</b> <i>(Cllr Hewitson entered the meeting. His report is minuted under Minute ref: 24/004. Cllr Hewitson left the meeting after giving his report).</i> Cllr Saint said the Christmas tree lighting event went well and the raffle raised £61 which is going towards the pavilion. The ‘Teddy Bear’ raffle is still ongoing.</p>	
<p><b>24/008                   VILLAGE ENVIRONMENT</b></p>	
<p><b>24/008/a           Allotments</b> The Clerk said the allotment renewals were due on 1<sup>st</sup> March and the allotment holders meeting needed to be arranged. It was agreed to have the meeting at 10am on 17<sup>th</sup> February in the village hall.</p> <p><b>24/008/b           Crime &amp; Anti-Social Behaviour</b> The latest reports from the police.uk website had been circulated to councillors.</p> <p><b>24/008/c           Footpaths</b> No report.</p> <p><b>24/008/d           Ground Maintenance</b> No report</p> <p><b>24/008/e           Highways &amp; Transport</b></p> <p>i.    <u>Speed Indicator Device/Speedwatch</u> Cllr Myram reported that it has been two years since the Speedwatch team was set up. In that time 16,500 vehicles have been recorded with 927 vehicles reported to the police, and the highest speed has been 41mph. With the increase in volunteers, in 2023 there have been 45 sessions. Cllr Myram said that during February there will be a co-ordinated Speedwatch session throughout the whole of Somerset.</p> <p>ii.   <u>Transport Strategy Group</u> The group have not met, so no report was given.</p> <p>iii.   <u>Other</u> None declared.</p> <p><b>24/008/f           National Trust</b> Cllr McFarlane reported that the National Trust were digging the dew ponds on St Michaels Hill as they are silted up, have started cutting the trees on the far side of the hill and will</p>	

<p>be cutting the trees back on the top of the hill. They have been carrying out hedge laying in the 'Gore'</p> <p><b>24/008/g</b> Street Lighting</p> <p>Cllr Warry said the streetlight in Bishopston is now working.</p> <p><b>24/008/h</b> Triangle Trust</p> <p>Cllr Warry said the Triangle Trust's AGM is on 24<sup>th</sup> January, so will report on this at the next parish council meeting.</p> <p><b>24/008/i</b> Any Other Issues</p> <p>None declared.</p>																																							
<p><b>24/009 MEMBERS' &amp; CLERK'S REPORTS</b></p> <p>Cllr Saint said she has received information that the Parish Lengthsman Scheme is likely to be one of the services that will be cut by Somerset Council. Montacute's lengthsman also covers Brympton parish and Yeovil Without and he is a valuable asset to all three parishes. Therefore, Cllr Saint thought it would be beneficial to have a discussion with the clerks from these parishes and suggested delaying setting the precept until this had been done. Cllr McFarlane mentioned that the whole village will have an improved internet access as Wessex Internet were putting fibre optic in as well as Gigaclear.</p>																																							
<p><b>24/010 FINANCE</b></p> <p><b>24/010/a</b> Matters for Report:</p> <p>i. <u>Monthly Bank Reconciliation</u></p> <p>The Clerk gave the monthly bank reconciliation as of 30<sup>th</sup> November 2023:</p> <table data-bbox="231 992 989 1205"> <tr> <td>Current Account</td> <td>£ 250.00</td> </tr> <tr> <td>Business Reserve Account</td> <td>£ 48,850.82</td> </tr> <tr> <td>Pavilion Reserve Account</td> <td>£ 21,544.59</td> </tr> <tr> <td><b>Total</b></td> <td><b>£ 70,645.41</b></td> </tr> <tr> <td>Less Outstanding Cheques</td> <td>£ 1,514.48</td> </tr> <tr> <td><b>Total as Cash Book</b></td> <td><b>£ 69,130.93</b></td> </tr> </table> <p>The Clerk gave the monthly bank reconciliation as of 31<sup>st</sup> December 2023:</p> <table data-bbox="231 1317 989 1529"> <tr> <td>Current Account</td> <td>£ 250.00</td> </tr> <tr> <td>Business Reserve Account</td> <td>£ 21,537.35</td> </tr> <tr> <td>Pavilion Reserve Account</td> <td>£ 35.08</td> </tr> <tr> <td><b>Total</b></td> <td><b>£ 21,822.43</b></td> </tr> <tr> <td>Less Outstanding Cheques</td> <td>£ 59.17</td> </tr> <tr> <td><b>Total as Cash Book</b></td> <td><b>£ 21,763.26</b></td> </tr> </table> <p><u>Ring-Fenced Amounts</u></p> <table data-bbox="231 1675 989 1921"> <tr> <td>Sports Pavilion</td> <td>-£15,288.50</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 &amp; 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><b>Total</b></td> <td><b>£ 7,809.07</b></td> </tr> </table> <p><b>Budget Working Capital</b> £13,954.19</p>	Current Account	£ 250.00	Business Reserve Account	£ 48,850.82	Pavilion Reserve Account	£ 21,544.59	<b>Total</b>	<b>£ 70,645.41</b>	Less Outstanding Cheques	£ 1,514.48	<b>Total as Cash Book</b>	<b>£ 69,130.93</b>	Current Account	£ 250.00	Business Reserve Account	£ 21,537.35	Pavilion Reserve Account	£ 35.08	<b>Total</b>	<b>£ 21,822.43</b>	Less Outstanding Cheques	£ 59.17	<b>Total as Cash Book</b>	<b>£ 21,763.26</b>	Sports Pavilion	-£15,288.50	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	<b>Total</b>	<b>£ 7,809.07</b>	
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<p>ii. <u>National Trust Direct Debit Payment for Recreation Ground</u> The monthly invoices for December and January of £29.17 for the recreation ground lease had been received. These invoices are paid by direct debit.</p> <p>iii. <u>HugoFox Direct Debit Payment for Website</u> The monthly invoices for December and January of £23.99 for the website have been received. These invoices are paid by direct debit.</p> <p>iv. <u>VAT Reclaim</u> The Clerk reported that the VAT reclaim of £14,073.47 had been submitted to HMRC on 4<sup>th</sup> January 2024.</p> <p>v. <u>Quarterly Budget Comparison Report</u> The quarterly budget comparison report had been circulated to councillors. The council's expenditure less the amounts paid out of ring-fenced monies were shown to be on budget</p>																																																									
<p><b>24/010/b</b>      <u>Invoices Payable</u></p> <p><u>Invoice paid 01.12.23</u></p> <table border="0"> <tr> <td>M Ford Groundworks</td> <td>Pavilion Slab, Cesspool &amp; Soakaway</td> <td>£20,692.60</td> <td>Chq 1844</td> </tr> <tr> <td>Sparkford Sawmills</td> <td>Pavilion 60% payment</td> <td>£26,377.19</td> <td>Chq 1845</td> </tr> <tr> <td>Paull &amp; Co Ltd</td> <td>Additional Cost for Christmas Tree</td> <td>£ 42.85</td> <td>Chq 1846</td> </tr> <tr> <td></td> <td style="text-align: right;">Total</td> <td><u>£47,112.64</u></td> <td></td> </tr> </table> <p><u>Invoices payable</u></p> <table border="0"> <tr> <td>Sarah Moore</td> <td>November &amp; December Expenses</td> <td>£ 437.88</td> <td>Chq 1847</td> </tr> <tr> <td>Evis Ground Maintenance</td> <td>Grass Cutting – November &amp; December</td> <td>£ 1,151.08</td> <td>Chq 1848</td> </tr> <tr> <td>HMRC</td> <td>PAYE Period 7-10</td> <td>£ 486.00</td> <td>Chq 1849</td> </tr> <tr> <td>Somerset Council</td> <td>Winter Bedding Plants</td> <td>£ 85.50</td> <td>Chq 1850</td> </tr> <tr> <td>Somerset Council</td> <td>Lengthsman - December</td> <td>£ 211.26</td> <td>Chq 1850</td> </tr> <tr> <td></td> <td style="text-align: right;">Total</td> <td><u>£ 2,371.72</u></td> <td></td> </tr> </table> <p>The Clerk asked if the following invoices could also be paid:</p> <table border="0"> <tr> <td>National Grid</td> <td>Electric Supply for Pavilion</td> <td>£ 4,154.27</td> <td>Chq 1851</td> </tr> <tr> <td>Terry Harper</td> <td>Reimbursement for Heras Fencing and Padlocks for Pavilion</td> <td>£ 263.00</td> <td>Chq 1852</td> </tr> <tr> <td>Christine Saint</td> <td>Reimbursement for Christmas Event Refreshments &amp; Gifts</td> <td>£ 31.98</td> <td>Chq 1853</td> </tr> <tr> <td></td> <td style="text-align: right;">Total</td> <td><u>£ 4,449.25</u></td> <td></td> </tr> </table> <p>It was RESOLVED to approve the payments.</p> <p><b>24/010/c</b>      <u>Other:</u></p> <p>It was RESOLVED to defer setting the budget and the precept for 2024/25 until after a meeting had been held with the clerks from Brympton and Yeovil Without to discuss the Parish Lengthsman Scheme.</p>	M Ford Groundworks	Pavilion Slab, Cesspool & Soakaway	£20,692.60	Chq 1844	Sparkford Sawmills	Pavilion 60% payment	£26,377.19	Chq 1845	Paull & Co Ltd	Additional Cost for Christmas Tree	£ 42.85	Chq 1846		Total	<u>£47,112.64</u>		Sarah Moore	November & December Expenses	£ 437.88	Chq 1847	Evis Ground Maintenance	Grass Cutting – November & December	£ 1,151.08	Chq 1848	HMRC	PAYE Period 7-10	£ 486.00	Chq 1849	Somerset Council	Winter Bedding Plants	£ 85.50	Chq 1850	Somerset Council	Lengthsman - December	£ 211.26	Chq 1850		Total	<u>£ 2,371.72</u>		National Grid	Electric Supply for Pavilion	£ 4,154.27	Chq 1851	Terry Harper	Reimbursement for Heras Fencing and Padlocks for Pavilion	£ 263.00	Chq 1852	Christine Saint	Reimbursement for Christmas Event Refreshments & Gifts	£ 31.98	Chq 1853		Total	<u>£ 4,449.25</u>		
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<p><b>24/011</b>      <b>PLANNING</b></p> <p><b>24/011/a</b>      <u>Parish Planning Working Party Feedback on Applications:</u></p> <p>None declared</p> <p><b>24/011/b</b>      <u>Planning Decisions and Reports</u></p> <p><u>Decisions:</u></p> <p><b>23/02702/TCA</b> – notification of intent to carry out Tree Surgery Works to No. 1 tree within a conservation area – Shoemakers House, Townsend, Montacute TA15 6XH – decided</p>																																																									

<p><b>23/02447/CLB</b> – application for a Lawful Development Certificate for proposed refurbishment of windows – 11a Middle Street, Montacute TA15 6UZ – decided</p> <p><u>Reports:</u></p> <p><b>23/02766/HOU &amp; 23/02767/LBC</b> – 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</p> <p><b>21/03731/FUL &amp; 21/03732/LBC</b> – 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><b>20/00991/OUT</b> – 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 –awaiting decision.</p>	
<p><b>24/012</b>            <b><u>GOVERNANCE</u></b></p> <p>None declared</p>	
<p><b>24/013</b>            <b><u>CORRESPONDENCE</u></b></p> <p>A letter had been passed onto the council by a resident in the public session. The letter refers to the next election year, and also climate change.</p>	
<p><b>24/014</b>            <b><u>ITEMS FOR FUTURE AGENDAS</u></b></p> <p>None declared</p>	
<p><b>24/015</b>            <b><u>DATE OF NEXT PARISH COUNCIL MEETING</u></b></p> <p>There being no further business, the meeting was closed at 21.00pm. The next meeting will be held in the village hall at 7pm on Wednesday, 21<sup>st</sup> February 2024.</p>	