

MINUTES OF MONTACUTE PARISH COUNCIL
MONTHLY MEETING HELD ON
MONDAY 17th SEPTEMBER 2018 IN BAPTIST CHAPEL

18/102/a PRESENT:

Members: Mr V Baker (Chairman), Mrs C Saint (Vice Chairman), Mrs J Folkard, Mrs A Gihon, Mrs A Jewell-Harrison, Mr H Marsh and Mr D Warry

Others: Mrs S Moore (Clerk), Mr M Keating (County Councillor), 2 PCSOs and 4 members of the public

18/102/b APOLOGIES:

Mrs J Roundell Greene (District Councillor)

18/103 DECLARATION OF INTEREST:

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

Cllr Saint declared an interest in matters relating to the village hall and planning application 18/02286/FUL.

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.

18/104 CO-OPTION:

Cllr Baker said he had received three applications for the three vacancies on the parish council. The applicants were Mrs Margaret Mansi, Mr Roy Littlefield and Mrs Kaye Harper. Cllr Baker asked for nominations for Mrs Mansi.

Proposed: Cllr Saint Seconded: Cllr Gihon agreed unanimously

Cllr Baker asked for nominations for Mr Littlefield

Proposed: Cllr Saint Seconded: Cllr Gihon agreed unanimously

Cllr Baker asked for nominations for Mrs Harper

Proposed: Cllr Folkard Seconded: Cllr Warry agreed unanimously

The Clerk asked each new member to sign a Declaration of Acceptance and gave them a new councillor pack. The Clerk also asked the new members to complete their Register of Interests. Cllr Baker welcomed the new members to the parish council

18/105 PUBLIC SESSION:

A resident asked whether the double yellow lines in Middle Street could be extended further down the road. The Clerk explained that when Highways carried out the site visit they decided where the lines would go but said that the situation would be monitored.

A resident asked when the new dog/litter bin was going to be installed near Back Lane. The Clerk said that it has been delivered and the council were waiting for the handyman to confirm when it would be installed.

18/106 DISTRICT & COUNTY COUNCILLORS:

18/106/a Cllr Roundell Greene:

No report received.

18/106/b Cllr Keating:

Cllr Keating's report had been circulated to councillors.

Cllr Keating asked if the message regarding getting the Flu/MMR vaccination could be put in the village magazine.

Action Clerk

Councillors at Somerset County Council had a meeting on 12th September to discuss what possible savings could be made.

Cllr Warry expressed his thanks for the drains being cleared. Cllr Warry asked when the grass verges were due to be cut back. Cllr Keating thought that these should have been done in May and asked for a list of lanes that had not been cut back.

Cllr Saint asked for an update on the 20mph speed limit. It was agreed for the Clerk to contact Highways **Action Clerk**

Cllr Baker asked whether the drain between Tintinhull and Montacute had been built up which would prevent it from flooding again and would, in the long run, be more cost effective for Somerset County Council rather than repeatedly clearing the drain out. Cllr Keating said that this would need to be scheduled. It was agreed that the Clerk would contact Highways. **Action Clerk**

Cllr Folkard asked when the dropped kerb in Middle Street would be removed. It was agreed that the Clerk would contact Highways. **Action Clerk**

18/107 MINUTES OF PREVIOUS MEETING:

The following Minute references were changed:

Minute ref: 18/087 – The wording ‘Old Mill’ should read ‘Sheep Wash’ and the hedge at back of the recreation ground was cut back ‘18 years ago’ not ‘8 years ago’

Minute ref: 18/092/a – The wording ‘first plot’ should read ‘plot 4’

The Minutes of the previous meeting were signed and approved.

Proposed: Cllr Marsh Seconded: Cllr Jewell-Harrison 4 agreed; 4 abstained

18/108 MATTERS ARISING FROM MINUTES:

18/108/a Review of Actions List

The Clerk reviewed the items on the Action List:

- Dog/litter bin – the bin has been received. Handyman has been contacted. Waiting to be installed. **Action Clerk**
- Defibrillator – The Clerk explained that HeartStart have confirmed that the defibrillator is ready for installation. However, HeartStart have encountered difficulties with some electricians installing defibrillators into telephone boxes as they are not complying with the BT phone box purchase contract and its obligations, nor the unique earthing issues that arise with BT phone boxes and installing RCD protection. Therefore, HeartStart are now offering a full installation package for £250. The Clerk said the price HeartStart has quoted is comparative with other electricians the Clerk recommended that councillors approved this installation cost.

Proposed: Cllr Saint Seconded: Cllr Folkard agreed unanimously

- Highways issues – these are all ongoing.
- Allotments – Plot 4 has been measured but not ploughed as the ground is too dry.
- A warning sign needs to be erected on the hut to stop youths climbing on the roof. Cllr Baker said that this item is ongoing. **Action Cllr Baker**
- The hedge in Hyde Road has been cut back but not far enough.
- There were a few items left in the hut on the recreation ground which will be removed shortly. **Action Cllr Baker**
- Website – the Clerk has put an article in the village magazine asking groups, organisations and local businesses to provide contact details if they wish to go on the website. However, no response has been received from anyone in the village. It was agreed to resubmit the article in the October magazine. The Clerk said that she had drawn the new parish council logo which will go on the new website. This was passed around for councillors’ approval **Action Clerk**

18/109 REVISION OF WORKING PARTY GROUPS:

As there were new members on the parish council it was decided to revise the working party groups.

Planning	Cllrs Saint, Jewell-Harrison and Folkard
Finance	Cllrs Baker, Warry, Saint and the Clerk
<u>Recreation Ground:</u>	
Pavilion	Cllrs Baker, Folkard, Gihon, Jewell-Harrison, Littlefield, Saint & Clerk
Play Equipment Inspection	Cllrs Baker
Play Equipment Project	Cllrs Gihon, Mansi & Saint
National Trust	Cllr Jewell-Harrison & Tom Bear (N.T.)
Allotments	Cllrs Folkard, Gihon, Harper and the Clerk
Footpath Officer	Mr Chris Fox
Street Lighting	Cllr Folkard
School Liaison	Cllr Saint – Stanchester and All Saints
Highways	Cllr Warry & the Clerk
Triangle Trust	Cllr Warry
SALC	Whole Council
Environmental Warden	Cllr Marsh
Neighbourhood Watch	TBA
Village Magazine	Cllr Baker & the Clerk

(2 PCSOs entered the meeting)

Josh Weldon introduced himself as the new PCSO for Montacute and Stoke sub Hamdon. He reported that there had been a theft from a vehicle on Ham Hill in an area that was not covered by the new CCTV.

Cllr Baker mentioned that there was a vehicle fire in Windmill Lane recently.

PCSO Weldon asked if there was anything that he needed to be aware of. The Clerk said there has been a spate of speeding vehicles late at night through both Stoke and Montacute with some damage being done to parked vehicles, and could the PCSOs keep an eye on the situation.

18/110 RECREATION GROUND PAVILION PROJECT:

A report had been circulated to all councillors. Cllrs Baker, Saint and the Clerk had met with Jake Hannis from SSDC to discuss what funding could be available to the parish council in respect of the s.106 funding from the development in East Stoke and, through the Prime Foundation grant. He also explained what would be required from the parish council when applying for funding. During the meeting Mr Hannis also went through project planning and made suggestions regarding altering the internal plan of the building

18/111 HIGHWAYS:

The Clerk has re-report the pothole in South Street as it has got a lot deeper. **Action Clerk**

18/112 WORKING PARTIES REPORTS:

18/112/a Allotments

Cllr Gihon expressed her thanks to Mr Harper, and to Cllr Littlefield. Cllr Littlefield had made the sign on the allotment gate which shows how many plots are vacant. Cllr Baker said that he would get plot 4 ploughed once the soil is not so hard and dry. **Action Cllr Baker**

Cllr Gihon said that she has let plot 37. Cllr Baker said that he and Mr Harper will remove the Cherry tree and Hazel from plots 20 and 27 **Action Cllr Baker**

18/112/b National Trust

Cllr Jewell-Harrison said there has been no report from the National Trust.

Cllr Marsh asked why the Trust has put a metal gate at the entrance to the orchard. Cllr Gihon said that the wall from Lower Town to the gate into the park has been cleared of vegetation

but not by the stream and, there are Oak tree branches going out into the road. Cllr Jewell-Harrison said that she would convey this information to Tom Bear.

Cllr Saint said Back Lane and the orchard in the triangle need clearing; the hedge is growing out into the lane. Also, the Trust has left debris in the walkway of Ladies Walk after they carried out their clearance task.

Action Cllr Jewell-Harrison

18/112/c Street Lighting

Cllr Folkard said there was nothing to report.

18/112/d Triangle Trust

Cllr Warry announced the Christmas Bazaar will be held on 24th November at the Memorial Hall in Stoke sub Hamdon.

18/112/f Recreation Ground

Cllr Saint said that she had received an emailed quotation on the 'Witches Hat' but was unable to open the attachments. Also, Cllr Saint said that she was going to apply for community funding.

Action Cllr Saint

18/112/g Footpaths

No report given.

18/112/h Other

None declared.

18/113 CHAIRMAN'S ANNOUNCEMENTS:

Cllr Baker said that he had received a complaint about barking dogs and asked the Clerk to put an article in the magazine.

Action Clerk

18/114 CLERK'S REPORT:

The Clerk gave councillors the login and password information so that they could access the Somerset Association of Local Councils website.

18/115 FINANCE:

18/115/a Matters for Report

i. Monthly Bank Reconciliation

The Clerk gave the quarterly bank reconciliation as at 3rd August 2018:

Current Account	£ 250.00
Business Reserve Account	£ 49,167.41
Sports Project Reserve Account	<u>£ 21,189.88</u>
Total	£ 70,607.29
Outstanding Cheques	<u>£ 1,506.13</u>
Total as Cash Book	£ 69,101.16

The Clerk gave the quarterly bank reconciliation as at 5th September 2018:

Current Account	£ 250.00
Business Reserve Account	£ 48,240.12
Sports Project Reserve Account	<u>£ 21,190.78</u>
Total	£ 69,680.90
Outstanding Cheques	<u>£ 968.02</u>
Total as Cash Book	£ 68,712.88

ii. Wessex Water Invoice

The Clerk reported she had received the water bill from Wessex Water for the period between February 2018 and August 2018 which amounted to £194.47.

18/115/b Cheques for Signature

Sarah Moore	Reimbursements & Expenses for		
	August & September	£ 202.15	Chq 1514
K M Dike Nurseries	Grass Cutting - July & August	£ 809.00	Chq 1515

SSDC	GDPR Training	£ 12.50	Chq 1516
Roy Littlefield	Sign for Allotments	£ 125.47	Chq 1517
B.T. Lee	Revision of Pavilion Plans	£ 216.00	Chq 1518
Montacute Baptist Chapel	Hire of Hall – Meetings x 3	£ 75.00	Chq 1519
	Sub-Total	£ 1,440.12	

Proposed: Cllr Jewell-Harrison Seconded: Cllr Gihon agreed unanimously

The Clerk handed cheque no. 1517 to Cllr Littlefield

18/115/b Other:

No report given.

18/116 **PLANNING:**

18/116/a Planning Information:

No report given.

18/116/b Parish Planning Working Party Feedback on Applications:

18/02024/FUL & 18/02025/LBC – removal of existing rear lean-to and outbuilding and the construction of new rear two storey extension with lean-to. Replacement of windows to front elevation, internal alterations and new stairs to attic room – 35 Bishopston, Montacute TA15 6UU - No objections. The Parish Council understand the need to extend. The adjoining property has also been extended in a similar way and this extension will be in keeping with the surrounding buildings. Replacing the front windows will enhance the front of the property. Planning permission has been granted.

18/02286/FUL – the erection of a single storey rear extension to dwelling house – 10 Park View, Montacute TA15 6XW – This application had just been received and was with the Planning Working Party.

18/116/c Planning Decisions and Reports

Decisions:

No report given

Reports:

No report given

18/117 **GOVERNANCE**

The Clerk said that the parish council need to approve a number of policies in order to keep in line with legislation. As previously mentioned these will be carried out over a number of months. The Procurement policy is the next to be reviewed. **Action Clerk**

18/118 **CORRESPONDENCE:**

No correspondence received.

18/119 **MEMBERS REPORTS:**

Cllr Folkard said the trees near Yeo Cottage were overhanging the pavement. Cllr Baker said he would speak to the resident in the first instance. **Action Cllr Baker**

Cllr Gihon was concerned that the planters on the other side of the stone planter at Lavender Cottage had not been removed as requested by Highways.

Cllr Warry asked Cllr Saint to find out if the intake of the new school at Houndstone is affecting All Saints school.

The Clerk asked whether the parish council wanted to purchase a Christmas tree this year. Cllr Baker was concerned about the electricity supply for the lights as he did not want a cable stretching across the footpath. Cllr Littlefield suggest solar lighting, but Cllr Baker did not think it would be powerful enough. It was agreed to get a tree on the proviso that the responsibility for the electric supply was sorted out.

Proposed: Cllr Saint Seconded: Cllr Gihon agreed unanimously

18/120 ITEMS FOR FUTURE AGENDAS:

Christmas Event

18/121 DATE OF NEXT PARISH COUNCIL MEETING:

There being no further business the meeting was closed at 9.55pm. The next meeting will be held on 15th October 2018 in the Baptist Chapel at 7pm.