



MINUTES OF MONTACUTE PARISH COUNCIL MONTHLY MEETING HELD ON MONDAY 27TH JUNE 2022 IN THE BAPTIST CHAPEL

22/077/a PRESENT:

Members: Mrs C Saint (Chairman), Mrs L Drayton, Mr A McFarlane, Mrs S Richings, and Mr D Warry

Others: Mrs S Moore (Clerk), Mr Mike Hewitson (County and Unitary Authority Councillor) and no members of the public

22/077/b APOLOGIES:

Mr M Myram, Mr Tony Capozzoli (District Councillor) and Mr Oliver Patrick (County and Unitary Authority Councillor)

Cllr Saint said that the Parish Council needed a Vice Chairman and nominated Cllr McFarlane. It was RESOLVED for Cllr McFarlane to hold the office of Vice Chairman. The Declaration of Acceptance was signed by Cllr McFarlane and witnessed by the Clerk

22/078 DECLARATIONS OF INTEREST

Cllr McFarlane declared an interest in planning application 21/03731/FUL & 21/03732/LBC

22/079 PUBLIC SESSION

There were no members of the public in attendance.

(Cllr Hewitson entered the meeting)

22/080 DISTRICT & COUNTY COUNCILLORS

22/080/a District Councillor

No report received.

22/080/b County Councillor

Cllr Hewitson said the Unitary Authority CEO should be in place in the autumn; and community led groups will be set up for services.

Cllr Hewitson gave an update on Chinnock Hollow. Cllr Drayton asked when the verges for Hollow Lane and Batemore will be cut back. Cllr Hewitson asked if any safety issues could be reported to him.

(Cllr Hewitson left the meeting)

22/081 MINUTES OF PREVIOUS MEETING

It was RESOLVED to approve and sign the Minutes of the May Parish Council meeting.

22/082 MATTERS ARISING FROM MINUTES

Review of Actions List

- Online Banking: As Lloyds Bank are now accepting account switches it was RESOLVED that all councillors would be signatories and for councillors to forward onto the Clerk their details. The Clerk agreed to forward the business account guide onto the councillors. It was also RESOLVED to apply for a credit card with a maximum limit of £500. **Action Whole Council**
- Dangerous parking in Yeovil Road –Cllr Saint said that she is monitoring the situation before approaching the school.
- Play Area Sign: The Clerk said this is ongoing as she needed to check the wording. It was agreed to add the wording 'Please put litter in the bin' on the sign. **Action Clerk**
- Jubilee Bench – The Clerk gave an update on the delivery of the bench and said that she was waiting for the quote from Streetscene to lay the concrete base. Cllr Warry agreed to get an additional quote. **Action Cllr Warry**
- Allotment Hedge – Cllr McFarlane recommended not to plant hedging.

22/083 SPORTS & LEISURE

22/083/a Play Area & Recreation Ground

The Clerk said the damaged matting by the Active Climber has been repaired. The Clerk said she is still waiting to hear back from the other contractors regarding the surfacing in other areas of the play area.

22/083/b Recreation Ground Pavilion Project – Progress Report.

The Clerk said she has received a letter from the Planning Department regarding the Discharge of Conditions on the planning application for the pavilion. The letter stated that a fee is payable, and that the parish council are required to pay half the cost which is £58. As the fee needs to be paid via an online service, it was RESOLVED to add this amount to the Clerk's expenses, and she will pay the fee.

Action Clerk

22/083/c Any Other Issues

None declared

22/084 VILLAGE ENVIRONMENT

22/084/a Allotments

Cllr Saint reported that she and the Clerk had a site meeting with allotment holders. As a result of that meeting it had been agreed to clear the fence line at the front of the allotments, to remove the planters and change them into seats which could go on the concrete standings in the recreation ground. An allotment holder has kindly agreed to trim and weed spray the overgrown plots and it was agreed to reimburse the allotment holder for the fuel and weedkiller. Cllr Saint said that the Tenancy agreement needs to be reviewed. Cllr Saint said that South Petherton allotments have an allotment committee and said she would arrange a meeting with them to discuss how this works with their parish council.

Action Cllr Saint & Clerk

A discussion was held regarding the water supply and an additional trough on the allotments. It was agreed to see whether the funding was still available from Wessex Water.

Action Clerk

The Clerk said the noticeboard needed refurbishing.

As some work was needed to the bottom end of the allotments Cllr Saint said she would contact the allotment holder whose allotment was near this area to see whether they would be willing to move to another plot.

Action Cllr Saint

22/084/b Crime & Anti-Social Behaviour

No report received.

22/084/c Footpaths

A resident has shown an interest in being the parish's PPLO. Cllr Saint agreed to contact the resident and the Clerk said she has contacted Rights of Way for information on their volunteer induction programme.

Action Cllr Saint

Cllr Drayton mentioned that part of Ladies Walk is overgrown. Cllr McFarlane agreed to contact the National Trust.

Action Cllr McFarlane

22/084/d Ground Maintenance

Cllr Saint commented that the lengthsman will trim up to the top of Park View and he will clear the flood elevation ditch near the school.

22/084/e Highways & Transport

i. Speed Indicator Device/Speedwatch

No report.

ii. Road Closure

The Clerk reported that there will be a road closure of Ham Hill Road in Odcombe to enable Openreach to carry out poling work on 12th July between 9.30 – 15.30. Traffic is being redirected through Yeovil, Montacute and Stoke sub Hamdon.

22/084/f National Trust

Cllr McFarlane reported that the National Trust are putting together a grant application for the tree work on St Michael's Hill which could possibly start next year.

22/084/g Street Lighting

Cllr Warry reported that the streetlight at the junction of Bishopston and Wash Lane has a shade on it so it is obscuring the amount of light into the lane. This has been reported to Somerset County Council.

22/084/h Triangle Trust

No report given.

22/084/i Any Other Issues

Cllr Warry asked if a note could go in the magazine asking residents to make sure overhanging vegetation is cut back.

Action Clerk

22/085 MEMBERS' & CLERK'S REPORTS

Cllr Richings said she has been to All Saint's school and met with the Head.

22/086 FINANCE

22/086/a Matters for Report:

i. Monthly Bank Reconciliation

The Clerk gave the monthly bank reconciliation as of 31st May 2022:

Current Account	£ 250.00
Business Reserve Account	£67,827.33
Pavilion Reserve Account	<u>£21,269.42</u>
Total	£89,346.75
Outstanding Deposits	£ 0.00
Less Outstanding Cheques	<u>£ 3,831.26</u>
Total as Cash Book	£85,515.49

Ring-Fenced Amounts

Sports Pavilion	£41,904.94
Play Equipment	£ 4,241.42
Asset Management	£19,059.00
Allotment Rent & Donations	£ 475.47
Allotment New Plot Deposits	£ 475.00
Allotment Gate Key Deposits	£ 440.00
Defibrillator Accessories	£ 143.30
Spring Bulbs	<u>£ 26.50</u>
Total	£66,765.63

Budget Working Capital £18,749.86

ii. National Trust Direct Debits Payment for Recreation Ground

The monthly invoice for June totally £29.17 for the recreation ground lease had been received. This is paid by direct debit

iii. National Trust Direct Debit Payment for the Borough Car Park Lease

The annual invoice of £300 for the Borough Car Park Lease had been received. This is paid by direct debit.

22/086/b Invoices Payable

Invoices Payable:

Sarah Moore	May Expenses	£ 219.79	Chq 1740
Evis Ground	Grass Cutting May	£ 388.88	Chq 1741
Maintenance			
Play UK	Replace Grassloc Tiles by Climbing Frame	£ 60.00	Chq 1742
HMRC	PAYE Period 1-3	£ 996.49	Chq 1743
Coram Construction	Chapter 8 Training	£ 264.00	Chq 1744
Training			
Wendy Rashid	Return of Allotment Key Deposit	£ 10.00	Chq 1745
	Total	<u>£1,939.16</u>	

It was RESOLVED to approve the payments.

22/086/c Other Items for Resolution

The Clerk asked if the Parish Council wanted to continue with the Somerset Playing Fields Association subscription. The cost is £15 p.a. It was RESOLVED to pay the renewal and for the payment to be included with this month's payments.

The Clerk said she had received a couple more invoices from i) Montacute Baptist Chapel and ii) Pinnacle Accountancy Services and asked if they could also be paid with this month's payments.

Additional Payments:

Montacute Baptist Chapel	Hire of Hall for PC Meeting on 27.06.22	£	20.00	Chq 1746
Pinnacle Accountancy Services	Internal Audit	£	132.00	Chq 1747
Somerset Playing Fields Association	Subscription Renewal	£	15.00	Chq 1748
		Total	<u>£ 167.00</u>	

22/086/d Approval of the Annual Governance Statement

It was RESOLVED to approve the Annual Governance Statement for 2021/22.

22/086/e Approval of the Annual Accounting Statements for 2021/22

It was RESOLVED to approve the Annual Accounting Statement for 2021/22.

22/087 **PLANNING**

22/087/a Planning Information

None declared.

22/087/b Parish Planning Working Party Feedback on Applications:

No new applications received this month.

22/087/c Planning Decisions and Reports

i. Decisions:

There were no decisions made this month.

ii. Reports:

22/00742/HOU – extension and internal remodelling – 16 Park View, Montacute TA15 6XW – awaiting decision

21/03731/FUL & 21/03732/LBC – 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.

20/00991/OUT – 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 – This is still awaiting decision. No update since last month.

22/088 **GOVERNANCE**

The Clerk gave an update on the training session dates and asked councillors to email over which sessions they were able to attend.

Action Whole Council

A discussion was held regarding the change of date for parish council meetings. It was RESOLVED to change the day to the third Wednesday of the month from September. Cllr Saint said she would contact the Village Hall booking secretary and the Clerk will forward a list of dates.

Action Cllr Saint & Clerk

22/089 **CORRESPONDENCE**

A letter has been received from a teaching assistant at All Saints School stating they would like to install a defibrillator and cabinet outside the school gates and asked whether the parish council could support them. The Clerk said she had already sent over information regarding the parish's defibrillator. The Clerk said the teaching assistant will attend a parish council meeting to discuss the matter further.

22/090 **ITEMS FOR FUTURE AGENDAS**

Traffic Calming

22/091 **DATE OF NEXT PARISH COUNCIL MEETING**

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 Monday, 18th July 2022.