

MINUTES OF MONTACUTE PARISH COUNCIL
MONTHLY MEETING HELD ON
MONDAY 21ST OCTOBER 2019 IN THE VILLAGE HALL

19/151/a PRESENT:

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

Others: Mr Tony Capozzoli (District Councillor), Mr M Keating (County Councillor), Mrs S Moore (Clerk), and 1 member of the public

19/151/b APOLOGIES:

Mr M Inglett and Mrs M Mansi gave their apologies due to ill health and Mr Paul Rowsell (District Councillor) gave his apologies due to prior commitments.

19/152 DECLARATIONS OF INTEREST:

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

Cllr Harper declared an interest in matters relating to the Village Hall and the W.I.

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

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

19/153 PUBLIC SESSION:

Cllr Keating gave an update on the travellers.

(Cllr Wilson entered the meeting)

Concerns were raised that at this time of the year the campsite would be more visible. It was agreed to chase Somerset County Council and Cllr Capozzoli agreed to chase the Environmental Health Department.

Action Cllrs Saint & Capozzoli

Cllr Keating mentioned that if the grit bins needed filling Highways would need to be contacted by the end of October. Cllr Warry agreed to check the grit bins and report back to the Clerk. **Action Cllr Warry**

Cllr Saint raised a couple of issues:

- i) Drain in Townsend. The temporary repair has broken up. It was agreed to report this to highways
- ii) Dangerous parking along the through road at the Houndstone development. It was agreed to email Cllrs Keating and Capozzoli

Cllr Keating asked if the parish council could encourage residents to report footpath issues direct to Rights of Way via Somerset County Council's website. It was agreed to put an article in the village magazine.

Action Clerk

(Cllr Keating left the meeting)

A resident handed over a survey they had circulated to other residents in Hyde Road and Lower Hyde Road and wildlife and green issues.

19/154 DISTRICT & COUNTY COUNCILLORS:

19/154/a Cllrs Capozzoli, Rowsell and Hull:

Cllr Capozzoli said that 'eco-friendly' issues such as new housing developments came under SSDC's remit.

Cllr Saint mentioned that she had not received a reply from Cllr Rowsell regarding a joint calibration of Speedwatch teams. Cllr Capozzoli asked for a copy of the email.

Cllr Capozzoli mentioned that SSDC were looking into purchasing some speed indicator devices and renting them out to parish councils. SSDC would be responsible for the installation and maintenance of the equipment.

Cllr Capozzoli asked the Clerk to send him an update on the pavilion project.

Action Clerk

(Cllr Capozzoli left the meeting)

19/154/b Cllr Keating:

Cllr Keating's reports for October had been circulated to all councillors.

Cllr Keating gave a verbal report under *Minute ref: 19/153*

19/155 MINUTES OF PREVIOUS MEETING:

The Minutes of the previous meeting were signed and approved.

Proposed: Cllr Gihon Seconded: Cllr Harper agreed unanimously

19/156 MATTERS ARISING FROM MINUTES:

19/156/a Review of Actions List

The Action Report from the previous minutes was reviewed:

- Planter obstructing road in Townsend: Highways have inspected this – no outcome.
- Surfacing outside the church: It was confirmed that the area 1 metre from the boundary of the property is the responsibility of the owner. Cllr Saint agreed to contact the churchwarden.
- Speedwatch: It was agreed to put an article in the magazine again. **Action Clerk**
- National Trust sign by the church: The brown Highway's sign requires maintenance work. It was agreed to contact the lengthsman. **Action Clerk**
- Defibrillator sign: It was agreed to put defibrillator signs on two sides of the old telephone box. **Action Cllr Saint**

Proposed: Cllr Kelly Seconded: Cllr Gihon agreed unanimously

19/156/b Utility Services to be Routed Across Allotment Site

A discussion was held regarding the routing of utility services from the property behind the allotments through the allotment site. After careful consideration it was agreed not to allow this work to be carried out.

Proposed: Cllr Gihon Seconded: Cllr J Folkard 5 agreed; 2 abstained

19/156/c VE Day 75 2020

Cllr Saint reported the next meeting was on 4th November. It was agreed to discuss budgeting for this event at the Finance meeting.

19/156/d Christmas Lighting Event

Cllr Saint reported a resident had agreed for the tree to be delivered to the farm again this year. However, new lights would be needed, and Cllr Kelly agreed to source these. **Action Cllr Kelly**
Cllr Littlefield agreed to contact the resident in the Borough regarding using their electric. **Action Cllr Littlefield**

19/156/e Report on S.I.D. Quotations

The Clerk said she had received 3 quotations from TWM Traffic Control Systems, Westcotec and Mallatite Ltd. There were a variety of devices from each company with the prices ranging between £2,100 and £3,000 and, there were additional costs for mounting kits and extra batteries. It was agreed to wait until more information had been received from SSDC.

19/157 RECREATION GROUND PAVILION PROJECT:

It was agreed to forward the different styles of 'ready-made' buildings to the National Trust for approval before discussing it with the architect and planning department. **Action Clerk**

19/158 HIGHWAYS:

No report given.

19/159 GROUND MAINTENANCE

The Clerk said it was agreed at the meeting on 3rd October that there was no economic value to any party in having an umbrella grounds maintenance contract.

19/160 WORKING PARTIES REPORTS:

19/160/a Allotments

Cllr Gihon gave a report on the allotments. The deposits have been paid for the gate keys which will be ring-fenced as they are refundable should an allotment holder decide to vacate their plot. The rotovator needs repairing and Cllr Gihon agreed to store it. It was agreed to give the allotment holder another month to remove the soil from the site. Cllr Gihon gave a list of available plots and said the clear up of the whole site is going well. Cllr Gihon said that a skip is needed for the removal of the rubbish. Quotes had been sought from Yeovil Skips, Yeovil Plant Hire and Westcombe Waste.

<u>Company</u>	<u>Cost inc VAT</u>		
	<u>8yd</u>	<u>10yd</u>	<u>12yd</u>
Westcombe Waste	383.00		
Yeovil Skips	340.00	450.00	495.00
Yeovil Plant Hire	388.00		500.00

It was agreed to get a 12yd skip from Yeovil Skips.

Action Cllr Gihon

Proposed: Cllr Warry Seconded: Cllr J Folkard agreed unanimously

19/160/b National Trust

Cllr J Folkard reported the Trust would be carrying out maintenance work in the 'Triangle' in Yeovil Road at the end of October, and to the stream in Lower Town. The Trust will be putting up signs banning drones from the recreation ground/St Michaels Hill area. The Trust are going to plant 47 cider apple trees and it was suggested they could be planted by the park near the icehouse.

It was agreed to invite the Trust to next month's meeting.

Action Cllr J Folkard

19/160/c Street Lighting

Cllr J Folkard reported streetlight no. 10 in Bishopston is now working.

19/160/d Triangle Trust

Cllr Warry said the Christmas Bazaar in on 30th November at Stoke sub Hamdon Memorial Hall.

19/160/e Recreation Ground

i. Electric Supply to Huts

The Clerk reported a site meeting was held with Western Power Distribution and they have agreed to remove the supply once the meter has been removed by EDF Energy. The Clerk said the acceptance of offer letter needs to be returned as soon as possible and WPD will carry out the work within 6 weeks of receipt of the acceptance. It will cost £932.42 for them to remove the electric supply and this payment needs to be sent with the acceptance letter. The Clerk said a resolution will need to be passed under the Finance section of the meeting.

The Clerk said there have been problems with EDF Energy, and she has sent them a formal complaint. Since the complaint, they have now responded and will remove the meter on 21st October.

ii. Goalposts

The Clerk reported the goalposts have been inspected and it has been confirmed that they do not need replacing only repainting and repositioning. The Clerk said the inspector has recommended using a combi multi-surface paint at a cost of £36 and she has agreed for the lengthsman to add an extra day onto his schedule in October to carry out the work. These costs will be added to the annual lengthsman's charge

iii. Play Area

The Clerk said she and Cllr Saint have a meeting at SSDC to discuss the s.106 application. The Clerk said she would also be looking at other grant funding applications.

iv. Litter Bin

A discussion was held about the position of the new litter bin. It was agreed to get the handyman to remove the old litter bin and place the new one in between the seats in the play area.

Action Clerk

Cllr R Folkard agreed to empty the bin.

ii. Quarterly Budget Comparison

The Budget Comparison report had been circulated to councillors. This budget report covers the first six months of the financial year. Parish Council spending during this period was under budget.

iii. Annual Governance – PKF Littlejohn Report

The external audit report is as follows:

'The smaller authority failed to approve the AGAR in time to publish it before 1 July 2019, the date required by the Accounts and Audit Regulations 2015 and did not disclose this by answering 'No' to Section 1, Box 1.

Other matters not affecting our opinion which we draw to the attention of the authority:

We note that the smaller authority did not comply with Regulation 15 of the Accounts and Audit Regulations 2015 as it failed to make proper provision during the year 2019/20 for the exercise of public rights, since the approval date was after the start of the period for the exercise of public rights. As a result, the smaller authority must answer 'No' to Assertion 4 of the Annual Governance Statement for 2019/20 and ensure that it makes proper provision for the exercise of public rights during 2020/21'.

The Clerk explained the form had been completed prior to sending to the internal auditor and they had not returned the accounts before 30th June so the parish council could not comply with Regulation 15. The Clerk said she had explained this to PKF Littlejohn when submitting the Annual Governance Return.

19/163/b Cheques for Signature

Christine Saint	Reimbursement for Security Fencing	£ 121.68	Chq 1576
Sarah Moore	Reimbursements & Expenses for		
	October	£ 103.75	Chq 1577
K M Dike Nurseries	Grass Cutting April - September	£ 412.60	Chq 1578
HMRC	PAYE Period 5-7	£ 276.60	Chq 1579
HeartStart Somerset	Defibrillator Training	£ 80.00	Chq 1580
Cary Traders	Verge Cutting	<u>£ 428.40</u>	Chq 1581
	Total	£2,714.88	

Proposed: Cllr Gihon Seconded: Cllr Kelly agreed unanimously

19/163/c Other

It was resolved to pay:

Void Chq			Chq 1582
Western Power Distribution	Remove Electric Supply	£ 932.42	Chq 1583
Mr D Fox	Plough 3 x Allotments	£ 75.00	Chq 1584
Christine Saint	Reimbursement for Security Fencing	<u>£ 173.88</u>	Chq 1576
	Total	£1,181.30	

Proposed: Cllr R Folkard Seconded: Cllr Gihon 6 agreed; 1 disagreed

19/164 PLANNING:

19/164/a Planning Information

No report given.

19/164/b Parish Planning Working Party Feedback on Applications:

19/02451/HOU – proposed extension to provide an annexe – Ridsdale, Townsend, Montacute TA15 6XH – no observations or objections

19/02802/TCA – application to carry out tree works within a Conservation Area – 17 The Borough, Montacute TA15 6XB – the parish council are not required to comment

19/164/c Planning Decisions and Reports

i. Decisions

19/02575/TCA – notification of intent to fell no.1 tree within a Conservation Area- The Roundhouse, Bishopston, Montacute TA15 6UU – application permitted

ii. Reports

18/04084/FUL – erection of a new pavilion – Montacute Recreation Ground, Montacute Road, Montacute - no update since previous meeting

19/165 GOVERNANCE:

No report given.

19/166 CORRESPONDENCE:

A resident has asked if the parish council would enquire about a mobile phone mast as there is a serious lack of mobile phone signal in Montacute. A discussion was held, and it was agreed to contact BT. **Action Clerk**

A sales letter has been received regarding installing an electric vehicle charging point. It was agreed that there was no money in the budget to purchase this item.

19/167 MEMBERS' REPORTS:

No reports given.

19/168 ITEMS FOR FUTURE AGENDAS:

VE 75 Celebrations 8th May 2020

Christmas Tree Lighting Ceremony

19/169 DATE OF NEXT PARISH COUNCIL MEETING:

There being no further business the meeting was closed at 10.20pm. The next meeting will be held on Monday, 18th November 2019 in the Village Hall at 7.15pm.