

Merriott Parish Council

Minutes of the Parish Council meeting held on 9th October 2017 At 7pm, Tithe Barn, Merriott

Present:

Cllr Iain Hall (Chair)
Cllr Stephen Ashton
Cllr Grant Wright

Cllr David Aslett
Cllr Caro Paine
Cllr Jim Shorting

In attendance

Mrs K Sheehan (Clerk), Cllr A Dance (SCC)
11 members of the public

17/133. Public Open Session

No issues were raised.

17/134. Apologies for absence

Apologies were received from Cllr Paul Maxwell of SSDC.

17/135. Code of Conduct and Declarations of Interests

All Parish Councillors declared an interest in the planning application for the rope tower at the Recreation Field as the Parish Council was the applicant. In order to enable business to be transacted, a dispensation was made for all Parish Councillors to speak and vote on the item. Cllr Iain Hall declared a personal interest in the planning application submitted by Mr Miles at Tail Mill Lane.

17/136. Minutes of the meeting held on 11th September 2017

The minutes were approved as a true and accurate record of the meeting.

Proposed: Cllr C Paine

Seconded: Cllr G Wright

RESOLVED

17/137. Matters Arising from Minutes

Cllr Shorting queried whether a response had been received regarding the water supply at the Bowls Club. The Clerk stated that it had only just been sent.

17/138. Report from County Councillor

Cllr Dance reported that:

- The SIS application for Merriott was ongoing and preparation with Cllr Wright was taking place. Some discussion about the types and viability of SIS suggestions took place with members of the public. In particular concerns were raised about cars parking too close to the junction of Moorlands Road with Broadway. Cllrs Wright and Dance agreed this was a problem but that this was an issue relating to enforcement of the Highway Code rather than an infrastructural proposal for the SIS application.

17/139. Report from District Councillor

None.

17/140. Planning

a. 17/03625/REM – Holcombe House, Beadon Lane

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Members noted that amended application 17/03014/FUL relating to Tinkers Lodge Farm had been withdrawn.

17/141. Finance and Procedure

a. To agree invoices for payment

<u>Voucher</u>	<u>Payee</u>	<u>Details</u>	<u>VAT</u>		<u>Total Payment incl VAT</u>	<u>Budget Line</u>	<u>Cheque Number/BACS</u>
199	Spot On Supplies	Pavilion consumables	£	21.08	£ 126.46	Pavilion consumables	BACS
200	Avoncrop Amenity	Pitch Liner	£	41.34	£ 248.04	Rec maintenance	BACS
201	M Paull	Churchyard grass	£	-	£ 240.00	Churchyard	BACS
202	J Searle	Pavilion cleaning	£	-	£ 60.00	Pavilion contract	BACS
203	EON	Pavilion electricity	£	-	£ 43.98	Pavilion utilities	BACS
204	J Swaffield	Fuel	£	1.08	£ 22.68	Fuel/Plant Repair	BACS
205	Bradforas	Bolts and Washers	£	0.66	£ 3.92	Rec maintenance	BACS
206	ARB Tree & Garden	Rec contract	£	-	£ 210.00	Rec contract	BACS
207	Grant Thornton	External audit fee	£	60.00	£ 360.00	Audit fees	BACS
208	Staff	Salary	£	-	£ 314.01	Clerk	BACS
		Mileage			£ 2.28	Mileage	BACS
		Office costs	£	0.45	£ 11.86	Office costs	BACS
		Total VAT to reclaim	£	124.61			
		TOTAL			£ 1,643.23		

Proposed: Cllr G Wright Seconded: Cllr C Paine RESOLVED for payment

Cllr Hall asked that the Bradforas payment not be made until clarification of the purchase could be made.

The following internal transfers were approved:

NONE.

Action: Cllr Shorting to look at cheaper alternative toilet paper suppliers.

b. To note payments received

RECEIPTS 1st to 30th September 2017

<u>Receipt no</u>	<u>Date</u>	<u>Name</u>	<u>Payment for</u>	<u>Amount</u>	<u>Budget line</u>	<u>Ref</u>
117	12.09.17	L Seaby	Pavilion Hire	£ 20.00	Pavilion hire	B1000003
118	19.09.17	Coin meter pavilion	Electricity	£ 14.00	Pavilion hire	B1000004
119	29.09.17	SSDC	Pavilion hire - yoga	£ 50.00	Pavilion hire	BACS
120		G Preston	Pavilion hire	£ 10.00	Pavilion hire	BACS
		TOTAL		£ 94.00		

Noted.

c. To note end of Q2 report

Members noted the quarterly report. One formatting query was noted. The Clerk advised that an extra 60p should be shown on the bank balance. Cllr Hall stated that he was looking at conducting a mid-year budget review.

d. To note any updates to the Risk Register (standing item)

The defibrillator was noted for addition to both the Risk and Asset registers. The defibrillator would also be added to visual inspection checklist.

e. To note the conclusion of the 16/17 external audit

Members noted that the external audit for 16/17 had been returned with no issues. Thanks were extended to the Clerk for her efforts.

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f. To consider a proposal for a staff pay review

Deferred.

g. To consider purchasing a replacement laptop for the Clerk

Members agreed the purchase of a laptop for the Clerk up to £350 plus the cost of Microsoft Office (approx. £100 depending on package).

Action: Cllr Ashton to provide laptop recommendations to Clerk.

17/142. Highways

a. To receive an update from the Highways working party

No further updates.

b. To consider writing to Crewkerne Town Council about town centre traffic management

Action: Clerk to write to Crewkerne Town Council regarding impact of Crewkerne town centre traffic build up on Merriott residents.

c. To consider a request for a dropped kerb outside the Pharmacy

Members considered a request for an additional dropped kerb to improve wheelchair access to the pharmacy. It was also noted that nearby residents had raised concerns about flooding and water runoff past their property, which might be exacerbated by this change. Members agreed not to change the existing kerb layout, which had been designed to prevent flooding as far as possible.

Action: Clerk to contact Pharmacy

d. To consider the provision of additional dog waste bins

Action: Clerk to contact Streetscene to request three additional dog waste bins at Lower Street, Higher Street and junction of Monkhouse Lane and Boozer Pit. Also to request lid fitted to bin outside school.

17/143. Recreation Ground/Pavilion

a. To receive the September inspection report

The September inspection report was received. No major issues noted. Cllr Aslett agreed to undertake the October inspection.

Action ONGOING: Cllr Hall to look at base of monkey bars.

b. To consider the renewal of the alarm contract

The Clerk reported that there would be a small increase to the premium if the contract was not renewed. This was accepted by members.

c. To consider an increase in match fees to support additional pitch maintenance

Some discussion about pitch usage took place. A proposal was made to verti-drain the pitch again and the Clerk was asked to consult pitch users over how we might improve and preserve the surface. It was agreed that all teams should be asked not to train on the large pitch. A firm cut off date for playing matches in early May would need to be agreed to allow for complete reseeding of pitch.

Action: Clerk to write to pitch users as above, and arrange for one verti-drain treatment.

d. To consider pavilion fees and running costs

After comparisons with other local facilities, it was agreed to leave pavilion fees at current rates.

e. To consider MPC involvement in P2i youth initiative

Cllr Hall reported that he had enquired about involvement in this new SCC/SSDC initiative but not yet received a response.

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Action: Clerk to query insurance cover for volunteer young people on Rec works.

f. To consider placing order for safety mats for Early Years Play Project

Members agreed to place order for matting, with this cost being deducted from the contractor's invoice for installation.

Proposed: Cllr D Aslett

Seconded: Cllr C Paine

RESOLVED

Action: Clerk to place order for safety matting

17/144. Amenities

a. To consider approaching English Heritage to have Lower Street telephone kiosk and post box listed

After a brief discussion members agreed that these items were unlikely to merit listed status but that anyone wanting to apply for this status could do so.

17/145. Items for the next meeting

- Budget

17/146. Date and location of next meeting

The next meeting was confirmed for Monday 13th November, 7pm, Tithe Barn.

The meeting finished at 9.35pm.