

Merriott Parish Council

Minutes of the Parish Council meeting held on 9th November 2015 At Merriott Community Pavilion

Present:

Cllr Iain Hall (Chair)

Cllr Jim Shorting (Vice Chair)

Cllr Gil Merrick

Cllr Kathryn Burdis

Cllr Ian Kendall

Cllr Yvonne Kendall

Cllr David Collins

Cllr Caro Paine

Cllr Paul Maxwell (SSDC)

Mrs Katharine Sheehan (Clerk)

15/289. Public Open Session

Mr Roger Clemas, of Woodleaze, Hinton St George, asked a question in relation to Item 8b on the meeting's agenda. In response to this Cllr Hall stated that at this point in time Merriott Parish Council was only considering whether a review of the current position in relation to development was necessary. If so, a report would be generated and the Council would look again at the issue in detail in the future.

The meeting opened at 19.08.

15/290. Apologies for Absence

Apologies for absence were received from Cllr Mervyn Down.

15/291. Declarations of interest and grants of dispensations

None.

15/292. To approve the minutes of the Parish Council meeting held on 5th October 2015 and sign the same

The minutes of the meeting on 5th October 2015 were signed as a true record of the meeting.

Proposed: Cllr Y Kendall

Seconded: Cllr J Shorting

RESOLVED

15/293. Matters Arising (for information only)

Cllr Merrick queried why one street name which was not approved at the Moorlands Farm development was not mentioned in the minutes. Cllr Hall clarified that this was because the suggestion had already been rejected by the developers.

15/294. Report from County Councillor

None.

15/295. Report from District Councillor

Cllr Paul Maxwell reported that South Somerset District Council has entered into a thirty year lease with Westlands to manage the Sports Centre. He noted that this was a considerable undertaking and that initially investment would be required although eventually the project would be self-financing. The Local Government settlement figure

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would be announced in December and further savings and reductions would need to be achieved. Furthermore, Cllr Maxwell highlighted that SSDC was looking to explore joint working options with Sedgemoor District Council, and that a report on this was scheduled for Council in March 2016.

15/296. Planning Applications currently in circulation

- a. Application 15/04586/FUL Land off Shiremoor Hill

Cllr Kendall outlined the proposal in the above application to change the use of the land from agricultural to equestrian, including the erection of stables and fencing.

After discussion the Council resolved that a formal request for further information on the following areas should be submitted to SSDC:

- Intended use
- Impact on the footpaths
- Types of fencing
- Access/accommodation works

Action: Clerk to submit formal request for further information

Council also noted that the application relating to Zephyrine Cottage had been granted consent with conditions attached.

- b. To consider whether the Council reviews its adopted position regarding development

Cllr Hall reported that members of the Parish Council had recently attended a planning seminar and highlighted the need for the Council to have a sustainable position with regards to development. He noted that there was some contradiction both within the current Village Plan and with planning policy. Members discussed methods of identifying housing needs within the village, including public consultation and a housing needs survey. Cllr Paul Maxwell offered to approach Andrew Gunn, Planning Officer, SSDC, to obtain his advice on the best way forward.

15/Action: Cllr Paul Maxwell to contact Andrew Gunn, SSDC

297. Finance

- i. October invoices due for payment

	<u>PAYEE</u>	<u>DETAILS</u>	<u>AMOUNT</u>	<u>BUDGET LINE</u>
1	Merriott Messenger – Jane Jackson	September 2015 invoice which was not paid	£90.00	MM
2	Richard Keylock Accountancy Services	Missing VAT payment from previous invoice	£11.00	?

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3	Parish Magazine Printing	Messenger printing	£205.00	MM
4	EDF	Pavilion electricity	£245.21	Pavilion
5	Merriott Messenger – Jane Jackson	October 2015 invoice	£90.00	MM
6	Jim Shorting	Back Pack Sprayer	£19.99	Recreation Ground
7	Iain Hall	Door for Pavilion Flowers for temporary administrator	£86.89	
8	M Cable	Hang pavilion door (PRO FORMA INVOICE)	£75	Pavilion
9	Jessica Searle	Administrative cover	£100	Clerk
10	Jessica Searle	Pavilion cleaning	£20	Pavilion
11	Martin Rowsell – groundsman	Salary	£283.00	Groundsman/Pavilion Caretaker?
12	M H Down	Churchyard mowing	£240.00	Churchyard
13	Tithe barn payment for Oct, Dec, Jan, Feb, March	Hall hire	£80.00	Room Hire
	TOTAL		£1546.09	

Proposed Cllr J Shorting

Seconded Cllr Y Kendall

Resolved

All invoices were approved for payment, with the exception of Item 8, where the Clerk would hold the cheque until the work was completed.

Members noted that the Groundsman had inadvertently been underpaid by £25 per month and would consequently be owed an additional £100 by the end of November.

Action: Clerk, Cllr Shorting and Cllr Y Kendall to meet with Groundsman to introduce Clerk, look at pavilion and recreation ground responsibilities, look at possibility of rationalising summer/winter payments to equal monthly payments.

- ii. To consider internet banking

Action: Clerk to prepare a brief report about the use of internet banking for Parish Councils, and to ask Andy Allen, Allen Computer Services for his appraisal of security required

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- iii. To consider salary arrangements for the Clerk and Groundsmand

Action: Clerk to ask Richard Keylock about moving to regular monthly payments

- iv. To consider a grant of £50 for a remembrance wreath

Proposed: Cllr G Merrick Seconded: Cllr C Paine RESOLVED

- v. To consider a quote for the Bob Norton memorial bench

Members considered a quote from Yarcombe Woodland Products for £242.88 (including VAT). Cllr Merrick reported that the Norton family members were happy with the proposed siting of the bench.

Proposed: Cllr Y Kendall Seconded: Cllr J Shorting RESOLVED

**Action: Clerk to order bench from Yarcombe Woodland Products
Cllr Merrick to obtain a quote for a plaque for the bench**

- vi. To consider a grant request from the Evergreen Club for £50 for replacement bingo equipment

Proposed: Cllr C Paine Seconded: Cllr G Merrick RESOLVED

- vii. To consider arrangements for the Clerk's training costs

Cllr Hall proposed that the cost of CiLCA should be shared equally with Toller Porcorum Parish Council.

Proposed: Cllr Y Kendall Seconded: Cllr I Kendall RESOLVED

15/298. Highways

Cllr Paine updated Councillors on progress with the Broadway traffic calming scheme. At present, a licence is required from the County Council and any further alterations to the proposals may result in further delays.

Action: Clerk to seek update from Councillor Le Hardy regarding the Broadway traffic calming scheme.

Cllr Paine added that the incorrect signage for the pharmacy had now been removed and that the loose slabs on Shiremoor Hill were now on the schedule for repair, but no indication of the timescale had yet been received. Some gullies in the village had now been cleared but a number remained outstanding.

15/299. Recreation Ground

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Cllr Yvonne Kendall reported that that she had completed the October inspection of the recreation ground and highlighted the following issues for follow up action:

- Cone climber grass mat is slightly turned up
- Large monkey bars: wooden upright poles are loose at one end
- Zip wire: willow trees overhanging and require cutting back
- Spring rider: loose base
- Tennis court: needs sweeping
- Bin nearest play area needs cementing at base

Cllr Y Kendall recommended that the monkey bars and spring rider be monitored closely but that the mat under the cone climber would require urgent attention. Cllr Y Kendall stated that the Groundsman had been alerted to these actions but noted that the missing nut covers on the hedgehog remain outstanding.

Action: Cllr Y Kendall to undertake monthly recreation ground inspections, in liaison with Cllr G Merrick.

- a. To consider Pitch and Pavilion usage

Members considered recent usage figures for the pitch and pavilion and agreed to monitor this going forward. The possibility of installing a hearing loop in the pavilion to enable Council meetings to be held there was discussed, however Members felt that the acoustics would remain poor due to the lack of soft furnishings.

Action: Cllr G Merrick to meet with Martin Rowswell to identify the location and future storage of the football team's ladder.

Cllr I Hall to provide Clerk with information relating to pricing, invoicing and bookings.

- b. To consider Pavilion energy costs/switching supplier

Action: Cllr J Shorting to research and compare cheaper energy suppliers and tariffs for business premises. Clerk subsequently delegated to change supplier if necessary.

- c. To consider removal of shed and car park renovation

Action: Cllr I Hall to provide Cllr J Shorting with previous quotes obtained for this work.

Cllrs I Hall and J Shorting to work on proposal to potentially budget for this over the next three years and provide relevant information to the December meeting of Council.

15/300. Egwood Parish Wood

- To consider amendments to the lease
- To agree signatories to the lease
- To consider due diligence issues (Appendix 2)

Members considered the following amendment to the lease:

"24.3 The Tenant will not be obliged to do any works under the provisions of this clause or any other clause in this lease to clean up or otherwise remedy any contamination resulting from any Hazardous Substances not caused by the Tenant and for the purpose of this lease

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“Hazardous Substances” means wastes, pollutants, contaminants or other substances (including without limitation liquids, solids, gases, and ions) that may be harmful to human health or other life or to the environment or to property or a nuisance to any person or that may make the use or ownership of any affected land or property more costly.”

Cllr I Kendall queried whether a solicitor’s report had been prepared on the lease and in light of a number of questions over responsibility for contamination and health and safety issues, Members agreed that Cllrs I Hall, J Shorting, D Collins, C Paine and I Kendall would convene to consider the outstanding due diligence issues and report back to the next meeting. The nominated signatories to the lease would be the Chairman and Vice Chairman, but that they would not be authorised to sign the lease until all further queries and issues had been resolved and agreed by a future meeting of Merriott Parish Council.

Action: Cllrs I Hall, J Shorting, I Kendall, D Collins and C Paine to meet and formulate a report to December meeting of Council.

15/301. Items for the next meeting

- Precept

Action: Working Parties to communicate information regarding their budget lines to the Clerk as soon as possible.

15/302. Date and location of the next meeting

Monday 14th December 2015, 7pm, Tithe Barn, Church Street.

The meeting closed at 21.39.