

# Merriott Parish Council

## Minutes of the Parish Council meeting held on 10<sup>th</sup> April 2017 At 7pm, Tithe Barn, Merriott

### Present:

Cllr Iain Hall (Chair)  
Cllr Jim Shorting  
Cllr Grant Wright

Cllr David Aslett  
Cllr Caro Paine

### In attendance

Mrs K Sheehan (Clerk), Cllr C Le Hardy (SCC), Mr A Dance (County Council Candidate) and 9 members of the public.

### 17/041. Public Open Session

Cllr Hall welcomed all present to the meeting. No business was raised for the Public Open Session but Cllr Hall invited those present to consider joining the Parish Council. Anybody interested in doing so was asked to contact the Clerk on [Merriott-clerk@hotmail.co.uk](mailto:Merriott-clerk@hotmail.co.uk).

### 17/042. Apologies for absence

Apologies were received from Cllr Stahl and Cllr Collins.

### 17/043. Code of Conduct and Declarations of Interests

None.

### 17/044. Minutes of the meeting held on 13<sup>th</sup> March 2017

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

**Proposed: Cllr C Paine**

**Seconded: Cllr J Shorting**

**RESOLVED**

### 17/045. Matters Arising from Minutes

The Clerk reported that she had contacted Lloyds bank about setting up a new account and this could be done through a telephone interview with the details of the signatories but that a signatory should conduct this interview. With this in mind it was noted that the signatories should include the Clerk.

### 17/046. Report from County Councillor

Cllr Le Hardy reported that the elections period for the County Council was now underway. He noted:

- The County Council's budget has been approved for 17/18
- This contained significant capital investment

In response to a question from Cllr Hall regarding the calculations relating to Adult Social Care charges on the council tax bill, Cllr Le Hardy stated that the billing authority SSDC would have to answer. Cllr Hall noted that he had contacted SSDC about this some time ago but not yet received a response. Cllr Le Hardy thanked Cllr Wright for his latest information relating to the traffic calming scheme on Broadway. It was noted that the new Small Improvements Scheme (SIS) was expected to open in July and Cllr Le Hardy invited Cllr Wright to meet with him ahead of this date to prepare Merriott's bid for funding for a safer footway along Pye Corner. Cllr Wright reported that the latest SID figures for Pye Corner showed an extremely high number of speeding motorists which Cllr Le Hardy agreed would certainly strengthen the case. Ms Helen Bath of Furrington Cross raised the issue of speeding traffic along the A356 and Cllr Wright agreed to raise this location with the local

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beat manager, noting that he had given the Speedwatch team excellent support given pressures on police time and budgets. An article in MM would be published shortly, giving Cllr Wright's contact details for those with further comments or suggestions.

### **17/047. Report from District Councillor**

None.

Cllr Hall proposed that the agenda items relating to planning should be taken at this point in view of the members of the public in attendance.

### **17/048. Planning applications currently in circulation/determinations**

#### **a. 17/01458/TEA – Telefonica UK, Furringdons Cross.**

Cllr Hall invited members of the public attending to speak at this point. Ms Sarah Vigar of Furringdon Cottage raised issues relating to:

- Proposed size of the monopole
- Visual impact
- Location
- Necessity given similar recent application approved at Furringdon Farm

Ms Pamela Bath of Furringdon House noted her concerns about potential health implications and stated that the sharing of masts should be encouraged, querying if the coverage was necessary. In response to this, Cllr Hall clarified that although coverage along the A356 is good, most of Merriott lacks any mobile/data coverage. Cllr Hall urged all those present to ensure their comments were submitted to the District Council. Ms Bath stated that a number of questions had been raised with the planning officer but as he was on annual leave until after Easter Monday, no response had been received. Members of the Parish Council noted that this application had only been received very recently and it would be helpful to have further details on some of the points raised. After some discussion the Clerk was asked to request a formal extension in order that the Parish Council could consider this at the PC meeting scheduled for 8<sup>th</sup> May.

**Action: Clerk to contact Mike Hicks SSDC to request an extension until 8<sup>th</sup> May.**

#### **b. 17/01205/FUL – Half Moon House, Boozer Pit.**

No objections.

#### **c. Determinations**

The following determinations were noted:

- Merriott First School – approved
- The Moorings – approved
- Land East of Allenscroft – approved

#### **d. To consider undertaking a Housing Needs survey**

Members considered a template Housing Needs survey provided by the District Council, noting that it could be adapted where necessary.

**Action: Clerk to contact Zoe Harris, SSDC, to request the Hinton St George questionnaire and also one other survey used by a village similar to Merriott, for review at the June meeting of Council.**

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## 17/049. 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</u>
146	ICO	Data Protection Registration	£ -	£35.00	Memberships	DD
147	Tithe Barn Committee	Room hire Nov-March 17	£ -	£80.00	Room hire	3466
148	ARB Tree & Garden	Rec contract works	£ -	£540.00	Rec contract Pavilion	3467
149	I Hall	Gutter stopends	£ 0.82	£4.88	maintenance Pavilion	3468
		Coat hooks	£ 0.85	£5.15	maintenance	3468
		Printer ink	£ -	£6.60	Cllrs expenses	3468
		Fuel for mowers	£ -	£26.17	Rec maintenance Pavilion	3468
		Waste bins	£ -	£30.58	maintenance	Total chq £73.38 3468
150	Staff salaries/exp	Salary	£ -	£314.01	Clerk	Total chq 342.61 3469
		Office costs	£ -	£28.60	Office costs	3470
151	EON	Electricity - pavilion	£ -	£60.71	Pav utilities	3470
152	M Paull	Churchyard grasscutting	£ -	£240.00	Churchyard	3471
153	Merriott Messenger	Annual sponsorship		£105.00	Comms	3472
		Total VAT to reclaim	£ 1.67			
			<b>TOTAL</b>	<b>£1,476.70</b>		

**Proposed: Cllr C Paine**

**Seconded: Cllr J Shorting**

**RESOLVED for payment**

### b. To note payments received

The following payments received from the last meeting to the end of the 16/17 financial year were noted:

<u>Date</u>	<u>Receipt#</u>	<u>Name</u>	<u>Details</u>	<u>Amount</u>	<u>Budget line</u>	<u>Paying in slip ref</u>
28.03.17	82	FVPC	20% SLCC fees	£ 24.20	Misc	
28.03.17	83	Merriott Bowls Club	Quarterly rent	£ 132.50	MBC	
31.03.17	84	C Hamlin	Pavilion hire	£ 20.00	Pav hire	bacs
<b>TOTAL RECEIPTS (to 31st March 2017)</b>				<b>£ 176.70</b>		

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

None.

### d. To receive provisional end of year figures for 16/17

Members reviewed the provisional end of year figures previously circulated. The Clerk advised that these would come back for formal approval at the May meeting once the internal auditor had reviewed them. She advised that one bank statement was outstanding and so the interest accrued on savings had not yet been added. In response to a query from Cllr Aslett regarding the audit budget, the Clerk clarified that the large initial payment was partly refunded due to an error made by Grant Thornton. Only the VAT on the revised invoice was reclaimed.

### e. To consider a grant request from St Margaret's Hospice

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A £50 s137 donation was approved.

**Proposed: Cllr J Shorting**

**Seconded: Cllr I Hall**

**RESOLVED**

## **17/050. Highways**

### **a. To receive an update from the Highways Working Party**

Cllr Wright referred to his earlier points raised in discussion with Cllr Le Hardy.

## **17/051. Recreation Ground/Pavilion**

### **a. To receive the March inspection report**

Cllr Aslett presented the March inspection report and Cllr Paine agreed to undertake the March inspections. Cllr Wright reported that the wooden post on the monkey bars was loose and Cllr Hall agreed to look to see if it needed replacing. The Clerk asked Cllr Hall to ensure that areas of groundworks were clearly fenced off from the public next time Tom Wallis was working on the Rec.

**Action: Clerk to forward inspection report to ARB. Cllr Hall to look at base of monkey bars.**

### **b. To receive an update on CCTV provision at the Rec and Pavilion including a proposal regarding the future of the existing CCTV equipment at the village hall**

Cllr Shorting reported recent events had suggested it might be prudent to install a camera in the lobby of the pavilion. He noted that there was scope on the unit to accommodate this. Members asked Cllr Shorting to revert to the preferred supplier to see at what price this could be accommodated. Cllr Shorting asked that Cllr Hall also meet with the supplier to ascertain that the quality is sufficient.

**Action: Cllr Shorting to ask for deal on extra camera unit, Clerk to draft works order pending the result of this negotiation.**

With regards to the existing CCTV equipment at the village hall members agreed to make an ex gratia gift of it to the Village Hall.

To purchase new equipment as per previous quotes and discussions:

**Proposed: Cllr J Shorting**

**Seconded: Cllr G Wright**

**RESOLVED**

To gift existing CCTV equipment to the Village Hall:

**Proposed: Cllr J Shorting**

**Seconded: Cllr C Paine**

**RESOLVED**

### **c. To consider a proposal to appoint a new contractor to clean the Pavilion**

Cllr Hall reported that no further interest had been received and suggested the position be advertised in MM and on Facebook with remuneration to be discussed with the successful applicant dependant on experience. Cllr Hall agreed to keep the Pavilion tidy over the summer period when there would not be heavy usage.

**Action: Clerk to advertise for self-employed cleaner at Pavilion, one hour per week.**

### **d. Recreation Field Play Upgrade 2017 for consideration and decision**

Cllr Hall circulated a report with figures for each of the phases of the project; early years and older play provision. He noted that the Awards For All grants scheme would award up to £10k maximum for projects of £25k including VAT. This was agreed to be the first port of call for grant funding and that orders would be placed subject to the RFO confirming that sufficient funding had been secured.

### **e. To consider a proposal to purchase a defibrillator and/or provide First Aid training in the village**

Members noted that following extra publicity for the proposed First Aid courses, uptake was still very low. The Clerk recalled the information on the two defibrillator packages that the Council had previously looked at, provided by Rotary and SWAT respectively. It was noted

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that in either case, there would need to be an agreement from the Village Hall for location and power supply.

**Action: Clerk in conjunction with Cllr Aslett to bring a firm costed proposal to either May or June meeting, also to approach Village Hall about power supply for unit.**

## **17/052. Amenities**

Cllr Shorting noted that:

- The PCC are arranging the tree works directly with ARB who will invoice the Parish Council
- No response had been received regarding the churchyard/burial ground regulations from Rev Hicks
- First cut of the season had taken place

## **17/053. Items for the next meeting**

- Defibrillator/CPR training
- Procedural/legal requirements of Annual PC meeting
- Clerk to invite District and County Councillors to give reports of the past year at the APM.

## **17/054. Date and location of next meeting**

**Annual Parish Meeting: Monday 8<sup>th</sup> May, Tithe Barn, 7pm. To be directly followed by the Annual Meeting of the Parish Council.**

**The meeting finished at 9.40pm.**