

Merriott Parish Council

Minutes of the Parish Council meeting held on 11th April 2016 At 7pm, Tithe Barn, Church Street, Merriott

Present:

Cllr Iain Hall (Chair)

Cllr Jim Shorting (Vice Chair)

Cllr Kathryn Burdis

Cllr Sharron Ricketts

Cllr Caro Paine

Cllr Mervyn Down

Cllr Gil Merrick

Cllr David Collins

Cllr Grant Wright

Cllr David Aslett

In attendance

Mrs K Sheehan (Clerk)

Cllr C Le Hardy (SCC)

Catherine Knee (WYG)

5 Members of the public

Cllr Paul Maxwell (SSDC)

Mark Crosby (Consensus)

16/049. Public Open Session

No questions raised.

16/050. Apologies for Absence

Apologies for absence were received from Cllrs Ian and Yvonne Kendall.

16/051. Declarations of interest and grants of dispensations

The Clerk and Chair outlined responses that had been received from both SALC and SSDC regarding the planning items and members were provided with dispensation forms to sign in respect of the 'gift' of the land at Shiremoor Hill to enable the debate and vote to proceed.

Cllr Down also declared a personal interest in the tenders received in respect of the Groundsman and Churchyard contracts as he had previously worked for or with some of the individuals in question.

16/052. To approve the minutes of the Parish Council meeting held on 14th March 2016 and sign the same

Members noted comments circulated from Cllrs Ian and Yvonne Kendall prior to the meeting with regard to the deferral of the Shiremoor Hill planning application at the previous meeting. No proposal to amend was made. It was agreed that as the minutes were not intended to be a verbatim record of the meeting, that proposed minutes as they stood reflected the decisions taken at the meeting.

Cllr Shorting asked that the minutes were amended at 16/042 (f) to say '(e) above' and with this amendment the minutes were subsequently signed as a true and accurate record of the meeting.

16/053. Matters Arising

The Clerk updated members on the question of using s106 monies to potentially pay off part of the Pavilion loan. The answer from SSDC had been positive, and that it would now be a question of looking at the penalties attached to the PWLB loan.

16/054. Co-option of Mr Grant Wright and Mr David Aslett

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The Chairman and Vice Chairman proposed and seconded the co-option of Mr Wright and Mr Aslett who were duly co-opted onto the Parish Council and signed the Declaration of Acceptance of Office.

Action: Cllr Aslett and Cllr Wright to complete Registration of Interest forms provided by Clerk and return these within 28 days.

16/055. Report from County Councillor

Cllr Le Hardy stated that a written report would be circulated in the next few days but briefly updated the Council on Hinkley Point, refugee families in Somerset and Community Hubs. He noted that there were parking issues near the junction of Beadon and Broadway and stated that he would now draft a bid for the pathway improvements at Merriottsford in conjunction with Cllr Wright, who would provide SID data for this section of road. Furthermore, Cllr Le Hardy anticipated that, having raised the issues of insurance with County officers, a formal response would soon be issued stating that they would be unable to help. In response to a query from Cllr Merrick regarding Locks Lane, Cllr Le Hardy agreed to look into rights of way issues on receipt of further details from Cllr Merrick.

16/056. Report from District Councillor

Cllr Maxwell reported that budget and transformation issues remain ongoing at District level, with a report due to Council in May with further detail. He had been approached by Merriott First School governors with regards to any potential s106 funding available. He had also been approached by a member of the public regarding traffic calming on Shiremoor Hill. A brief discussion of s106 monies took place and a member of the public requested consideration be given to resurfacing the tennis courts.

16/057. Planning Applications currently in circulation

a. 16/00865/OUT Land at Shiremoor Hill – approx. 30 dwellings and access from Shiremoor Hill

The Chairman invited Catherine Knee of WYG and Mark Crosby of Consensus to give a brief presentation on behalf of the applicants. Mr Crosby summarised the application and process undertaken to date, stating that as part of the consultation process concerns had been raised around the issues of viability issues regarding affordable housing, vehicular access, school capacity. Ms Knee clarified that the application at this stage was in outline only, and therefore certain details could only be discussed and determined at a later stage. She added that the transfer of land to the Parish Council would take place through a legal agreement attached to the planning permission. The findings of Cotswold Archaeology, instructed by the applicants, stated that ‘less than substantial ecological harm’ would be caused by the development. Mr Larkins, a member of the public, emphasised that 12 out of the 16 families/individuals on the housing register for Merriott were in the Bronze category with low housing needs. Some discussion took place around the issue of shared ownership and affordable housing needs in the village. In response to question about s106 contributions, Ms Knee confirmed that s106 contributions would be additional to, rather than instead of, the proposed land transfer. Cllr Hall stated that the early transfer of the land to the Parish Council (in accordance with the outline permission) would be preferable to avoid ‘land banking’. Cllr Paine stated that she felt that the proposed development and land transfer would provide and safeguard central amenity land to the village and that ownership of the land would provide opportunities to improve its accessibility.

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The following observations and recommendations were made for submission to SSDC, to be included as a condition of the Outline application, or if not possible as a separate detailed application in conjunction with the current application:

- That the entrance road be considered carefully with respect to appropriate screening and landscaping to include a traditional bridge over the stream, perhaps a stone wall between the entrance road and Shiremoor Barn both built from reclaimed local stone.
- That the Council supports the location of the road as it also offers the secondary benefit of less able access to both Holwell and Clapperhay which is hoped will become community land.
- That the development site be limited to the south of the stream as part of this Outline Application.

Councillors felt that these requests were important to ensure the significant costs do not impact on the viability of the various S106 funding aspirations at the detailed planning stage.

APPROVAL of the outline planning application was **proposed** by Cllr Paine, **seconded** by Cllr Ricketts and approved by eight votes in favour, two against. Councillor Paine's statement was adopted as part of the recommendation. No other proposal was made.

The following observations/recommendations were made for submission to SSDC:

b. 16/01082/FUL and 15/03356/LBC - Laurel Cottage, Shiremoor Hill

Merriott Parish Council recommends **APPROVAL**

c. 16/01178/FUL Land east of Allenscroft, Church Street

Merriott Parish Council recommends **APPROVAL**, subject to clarification on materials, noting that the Council has a preference for hamstone, double Roman tiles and appropriate detailing.

d. 15/03960/FUL Land NE of OS7712 Tail Mill

Merriott Parish Council has **NO OBJECTIONS**.

16/058. Finance & Procedure

a. To approve the 2015/16 Accounts

Proposed: Cllr K Burdis

Seconded: Cllr J Shorting

APPROVED

b. To consider the report of the Finance Working Party on internet banking

After some discussion on the use of internet banking the following was agreed:

- That the roll out should be in stages, the first of which would be to activate online statements, payments would follow later;
- That a risk assessment was required;
- That the Clerk and Cllr Burdis should discuss outstanding issues separately.

c. Invoices for payment

	<u>PAYEE</u>	<u>DETAILS</u>	<u>AMOUNT</u>	<u>BUDGET LINE</u>	<u>CHEQUE NUMBER</u>
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1	T H Griffin Plant Hire	Demolition of car park shed	£876	Rec costs	3329
2	HMRC	PAYE for Jan, Feb, March 2016	£380	PAYE	3330
3	Staff salaries	Salaries and expenses of Council staff	£567.01	Clerk/Groundsman	3331 & 3332
4	PMP	Messenger printing, Church info and Useful Numbers	£362	MM	3333
5	Laburnums Furniture	Works to Pavilion doors and locks	£200	Pavilion	3334
6	Spot On Supplies	Toilet roll for Pavilion	£60.56	Pavilion	3335
7	Jane Jackson	Editing MM	£90	MM	3336
		TOTAL	£2535.57		

It was **RESOLVED** to delegate authority to the Clerk to pay an invoice for scalping for the car park when received.

All payments were duly AGREED.

d. Receipts

	<u>NAME</u>	<u>DETAILS</u>	<u>AMOUNT</u>	<u>BUDGET LINE</u>	<u>DATE/PAYING IN SLIP REF</u>
1	Messenger sponsorship (name tbc)		£100	MM	14/3/16 100960
2	N Durant Fitness	Pavilion Hire March 2016	£100	Pavilion Hire	29/03/16 Bacs
3	Messenger Sponsorship (name tbc)		£50	MM	100961 29/03/16
4	John Ware Pharmacy	Messenger Sponsorship	£100	MM	31/03/16 Bacs
5	Hurst Brook Plants	Messenger sponsorship	£100	MM	04/04/16 Telephone banking
6	Merriott Bowling Club	Quarterly rent	£120	Bowls Club	05/04/16 100812
7	Stones Memorials	Memorial (Norton)	£105	Burial Ground	05/04/16 100813
8	Merriott Allotment Association	Annual rent 16/17	£650	Allotment	05/04/16 100814

March 2016 receipts to the Council were NOTED.

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e. To consider a proposal from the FWP to provide a dedicated mobile telephone for the Clerk

Members **APPROVED** a proposal to provide a £7.50 per month contract mobile handset for the Clerk to use, which would be billed back to the Council on a monthly basis. This would enable the handset to be switched off when the Clerk was not working. Messages could be left for the Clerk and answered at the next period of work.

f. Risk Register and Asset Register

Members reviewed the updated Risk Register. The Clerk asked members to look at the outstanding highlighted items and return the relevant information by the end of the week as this would be required for the internal audit.

Subject to the remaining information being included, the Risk Register was **APPROVED**.

Members reviewed the updated Asset Register, noting that the printer had been removed, decreasing value by £100, and the Bob Norton memorial bench and plaque value added.

The updated Asset Register was duly **APPROVED**.

16/059. To receive the report of the Highways Working Party

Cllr Paine updated Members on recent Highways activity in the village. She reported that:

- Some gully cleaning has taken place
- SIDs have been used in the village and data will be forthcoming
- Cllr Le Hardy had raised the issue of parking at Beadon Lane. Members after some discussion decided that they were reluctant to set a precedent in funding private parking initiatives and furthermore that the public amenity land at this spot should be restored to its original condition.

Action: Clerk to contact Cllr Le Hardy regarding the parking issue at Beadon Lane/Broadway

16/060. Amenities

a. To consider a proposal to rescind the previous vote on Egwood on the basis of non-compliance with Standing Orders (ss9.1 and 10)

Members discussed a proposal circulated by Cllr Collins in respect of the previous vote to proceed with signing the lease at Egwood. Cllr Collins had raised concerns that this vote was not taken in accordance with standing orders, as it had not been listed on the agenda.

Consequently a proposal was made to rescind the previous decision.

Proposed: Cllr C Paine

Seconded: Cllr D Collins

AGREED

b. To consider a proposal to withdraw from the Egwood project

A proposal was made to withdraw completely from the Egwood project.

Proposed: Cllr D Collins

Seconded: Cllr C Paine

AGREED

Action: Clerk to write to all parties involved in Egwood negotiations to advise MPC's position.

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Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it was proposed that, because of the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the following item.

- c. **Burial Ground/Churchyard – to consider quotations received for the grass cutting contract (to be taken in conjunction with Recreation Ground maintenance contract item below).**

Members considered quotes relating to Burial Ground and Churchyard. After consideration, the contract was awarded to Mr M Paull.

Proposed: Cllr M Down

Seconded: Cllr C Paine

AGREED

Action: Clerk to contact Mr Paull and obtain copies of insurance, instruct a first cut and provide the mowing contract for signature.

Members then considered the quotes received in respect of the Recreation Ground maintenance contract. As some contractors' quotes had not been received in time for the meeting it was agreed to extend the period for quotations to enable these to be received.

16/061. Recreation Ground/Pavilion

- a. **March Recreation Ground Inspection**

Members noted the March Recreation Ground Inspection Report from Councillor Y Kendall.

- b. **Recreation Ground maintenance contract (see item 16/060(c) above)**

- c. **To consider a response to the SSDC consultation on Potential Planning obligations**

Members were asked to email the Clerk with their suggestions for how the contributions could be used, and the Clerk would collate and respond to the officer in question.

- d. **To consider a request from MYFC to part fund a defibrillator at the Pavilion**

Deferred to next meeting of Council due to pressures on time.

16/062. Items for the next meeting

To be advised to the Clerk in advance of next meeting.

16/063. Date and Location of the next meeting

The next meeting was scheduled for Monday 9th May at 7pm in the Tithe Barn.

The meeting closed at 10.10pm.