

Merriott Parish Council

Minutes of the Parish Council meeting held on 12th February 2018 At 7pm, Tithe Barn, Merriott

Present:

Cllr Iain Hall (Chair)

Cllr Grant Wright

Cllr Caro Paine

Cllr Stephen Ashton

Cllr Jim Shorting

Cllr Dave Aslett

In attendance

Mrs K Sheehan (Clerk), Cllr A Dance (SCC), Cllr P Maxwell (SSDC)

No members of the public

18/019. Public Open Session

No issues raised.

18/020. Apologies for absence

None.

18/021. Code of Conduct and Declarations of Interests

Cllr Ashton declared a prejudicial interest in the planning application for Bow Barn Farm by virtue of its proximity to his property. He stated that he would not participate in discussions or vote on the matter.

18/022. Minutes of the meeting held on 8th January 2018

The minutes were approved as a true and accurate record of the meeting. Cllr Maxwell queried whether these were the minutes of the EGM held recently. Cllr Hall agreed to forward these minutes to the Clerk for dissemination.

18/023. Matters Arising from Minutes

The following items were discussed as Matters Arising:

- The Clerk was asked to chase Sam Ricketts for the quotes relating to the PIR lighting and tractor shed lighting.

18/024. Report from County Councillor

Cllr Dance reported that:

- There was no further update on the SIS scheme
- Library services consultation was underway

18/025. Report from District Councillor

Cllr Maxwell reported that:

- A Highways England consultation regarding the A303 was open for comments
- The responses received to the Local Plan Options and Issues consultation were still being reviewed
- Neighbourhood plans were worth consideration by the Parish Council

18/026. Planning

- a. 18/00054/COU – Unit 15, Lopen Business Park

No objections.

- b. 18/00281/FUL – Bow Barn Farm (Cllr Ashton not participating or voting)

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Members queried whether the proposed building needed to be in such close proximity to the neighbouring residential property and agreed to raise this, and the need for the provision of adequate screening, with the planning officer.

c. 18/00187/FUL – 25 Orchard Drive

Members noted that outline planning permission had already been obtained. No objections were raised.

d. 17/04897/FUL – 1 Sandyhole

Members had no objections to this application, noting that no part of the proposals would be visible from the front of the property.

e. 18/00167/FUL – 23 Orchard Drive

Members noted that no height information had been included in the application which prevented them from making a comment regarding the impact on neighbouring properties. Members suggested there should be no significant height increase on the adjacent property and noted the remarks regarding drainage, querying if drainage could be part of the final planning requirement?

f. 17/04346/FUL – Land at Rochester House, Yeovil Road

No objections.

Action: Clerk to submit planning responses above to the District Council.

g. To consider additional responses and information received relating to 17/03983/FUL – Conversion of Sunday School to Café

Members considered additional information submitted since the original application came before the Parish Council. In particular a survey of parking in the area at peak use times had been undertaken and not shown any real issue. It was agreed to make an additional submission to the Planning Officer to say that Merriott Parish Council was now satisfied with the parking situation, following the recent submissions and additional information.

h. To resolve to sign the land transfer agreement for land at Clapperhay and Holwell, Shiremoor Hill, Merriott, in accordance with Standing Orders; and

i. To resolve to sign the deed of covenant relating to land at Clapperhay and Holwell, Shiremoor Hill, Merriott, in accordance with Standing Orders

Items h. and i. were discussed together. Members raised concerns regarding clauses making reference to 'individual liability'. Cllr Hall reported that the documents had now gone to the Parish Council's solicitor for comments and that the liability issue had been flagged up for his attention, along with a reference to access routes and Rights of Way being moved. Cllr Aslett highlighted concerns regarding the duration of access rights granted over the land and Cllr Hall agreed to raise this with the solicitor. Cllr Hall proposed that:

- subject to all the above issues being addressed to all members' satisfaction;
- sight of the final documents provided to all members; and
- written confirmation being obtained from the Parish Council's solicitor that he is satisfied

that the Parish Council may proceed to sign both documents above (Chairman and Vice Chairman, witnessed by the Clerk). This proposal was seconded by Cllr Shorting and Cllr Hall requested a recorded vote. The votes were recorded as follows: Cllrs Aslett, Hall, Wright and Shorting in favour, with Cllrs Ashton and Paine abstaining. The proposal was therefore carried.

j. To consider the planting of a Heritage Orchard in the Community Land at Clapperhay/Holwell

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Members discussed the possibility of planting up a heritage orchard in the Community Lane, although it was noted that it could be difficult to obtain 'bare root' trees a short notice for planting this spring and it might be better to order preferred varieties this summer for the following spring. Cllr Ashton reported that grants are available for planting trees and the Clerk was asked to contact Ben Goldsmith to arrange initial audit and planning meetings once the land transfer was complete.

A proposal to use part of the land for a Community Heritage Orchard was made by Cllr Hall, seconded by Cllr Shorting and duly **RESOLVED** (unanimously).

18/027. 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>
237	J Searle	Pavilion cleaning contract	£ -	£ 76.00	Pavilion contract	BACS
238	J Shorting	Carriage for Pavilion Clock	£ -	£ 12.15	Pavilion maintenance	BACS
239	EON	Pavilion electricity	£ -	£ 8.98	Pavilion utilities	BACS
240	Merriott Messenger	Delivery costs for Housing Needs Survey	£ -	£ 30.00	Communications	BACS
241	Somerset FA	Pitch Improvement visit fee	£ -	£ 50.00	Rec maintenance	BACS
242	Staffing	Salary	£ -	£ 376.92	Staff	BACS
		Mileage	£ -	£ 37.45	Mileage	
		Office costs	£ -	£ 9.36	Office costs	TOTAL: 423.73
243	ARB Tree	Rec contract	£ -	£ 430.00	Rec contract	BACS
244	M Harding	Interim internal audit	£ -	£ 60.00	Audit	BACS
		Total VAT to reclaim	£ -			
TOTAL				£ 1,090.86		

Proposed: Cllr Hall

Seconded: Cllr Shorting

RESOLVED for payment*

*Subject to the payment to Cllr Shorting for Pavilion Clock carriage being amended from £12.15 to £24.30.

b. To note payments received

RECEIPTS 1st to 31st January 2018

<u>Receipt no</u>	<u>Date</u>	<u>Name</u>	<u>Payment for</u>	<u>Amount</u>	<u>Budget line</u>	<u>Ref</u>
136	02/01/2018	G Preston dance group	Pavilion hire	£ 20.00	Pavilion hire	BACS
137	10/01/2018	Merriott Bowls Club quarterly rent	Bowls Club rent	£ 132.50	Bowls Club	100018
138	10/01/2018	MYFC Pitch/Pavilion hire	Pitch/Pav hire	£ 260.00	MYFC/Pav hire	100017
139	26/01/2018	NW Account: SSDC	Delivery costs	£ 30.00	Grants	BACS
TOTAL				£ 442.50		

Noted.

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

The Clerk was asked to ensure the expiry dates on the defibrillator consumables were noted on the RR.

d. To approve the updated Asset Register

Members discussed the circulated Asset Register and noted the following for change:

- Removal of line referring to all previous office equipment, now disposed of
- Addition of Pavilion CCTV system
- Addition of new playground equipment (now on site)

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- Remove reference to fencing as unclear what this refers to
- When land transfer completed, Clerk to add Clapperhay and Holwell land to register
- When all of this complete, final copies of registers to go to insurers and auditor

e. To note the interim report of the internal auditor

The Clerk reported that she had submitted the books for the interim scrutiny of the internal auditor, whose report had been circulated. Members noted that all was in good order, no issues highlighted, only one suggestion to put burial fees on the website.

f. To consider a response to the Electoral review of South Somerset consultation

Members noted the consultation but did not wish to submit a corporate Parish Council response.

18/028. Highways & Footpaths

a. To receive an update on the Small Improvements Scheme bid

Discussed under County Council report.

b. To consider a proposal from Lopen Parish Council re joint SID

Cllr Wright reported that he had spoken with the Chair of Lopen PC, who had raised similar concerns regarding funding, operational and storage issues, and what happens to the data collected. A minimum of two volunteers would be required to undertake training, which could be a half a day or up to a two day course, depending on which one is chosen. Cllr Wright said he would ask local Speedwatch volunteers if anyone would be interested. Members also discussed the possibility of purchasing a simpler, fixed position device such as that at West Coker. Cllr Wright concluded by stating that he had a number of further queries for Dave Grabham at SCC, and would report back further to the March meeting.

18/029. Recreation Ground/Pavilion

a. To receive the January inspection report

The January inspection report was received from Cllr Shorting. Main issues noted included a post loose on the overhead ladder, tree branches overhanging the zip line, graffiti in the shelter. Cllr Aslett agreed to undertake the next round of inspections.

Action: Clerk to copy report to ARB and cc Cllr Hall for actions.

b. To receive an update regarding the water supply at the Pavilion/Bowling Club and consider a quotation from Wessex Water for a new supply

Cllr Shorting reported that he had received quotes from a local pipe contractor and also WW for the new supply. He noted that an additional infrastructure charge would be payable which was additional to the amount in the WW quote. He outlined alternative routes, including one through the Rec which might have potential. Members agreed this option should be investigated first, and Cllr Shorting agreed to write again to WW to request this.

Action: Cllr Shorting and Clerk to progress this and report back in March.

c. To receive an update on play projects

Cllr Hall reported that the grounds contractor was expected on site in March, along with attendance from Thomas Griffiths of HAGS-SMP to advise on installation.

d. To note the report of the FA Pitch Improvement visit to Merriott Rec dated December 2018

Members noted that significant work was required to improve the pitches going forward.

e. To approve the work required to the gang mower

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Members heard that the gang mower required significant work, likely to cost up to £900. Expenditure up to this amount was agreed and the Clerk was asked to place the works order.

18/030. Amenities

a. To consider a way forward with the restoration of the village war memorial

Some discussion took place around progressing this project. The Clerk stated that some concerns had been raised by NALC, via SALC, about the legal powers (or lack of) for Parish Councils to fund works to churchyards and church property. Cllr Shorting thought that a separate rule might apply for the war memorial and the Clerk was asked to query the S137/churchyard maintenance/war memorial repair with SALC.

Action: Clerk to query this with SALC, Cllr Hall to contact Paul Barrett re potential works

18/031. Items for the next meeting

To be advised to the Clerk in advance of agenda publication.

18/032. Date and location of next meeting

The next meeting was confirmed for Monday 12th March 2018, 7pm, Tithe Barn.

The meeting finished at 9.45pm.