

Merriott Parish Council

Minutes of the Parish Council meeting held on 12th March 2018 At 7pm, Blake Room, Merriott Village Hall

Present:

Cllr Iain Hall (Chair)

Cllr Caro Paine

Cllr Jim Shorting

Cllr Grant Wright

Cllr Stephen Ashton

Cllr Dave Aslett

In attendance

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

Three members of the public

18/033. Public Open Session

No issues raised.

18/034. Apologies for absence

None.

18/035. Code of Conduct and Declarations of Interests

None.

18/036. Minutes of the meeting held on 12th February 2018 and EGM 6th February 2018

The minutes of the EGM held on 6th February were approved as a true and accurate record of the meeting. Cllr Wright stated that the reference in the minutes to a two day course for SID training, was not quite correct as the course could be as short as half a day.

Action: Clerk to revise February minutes and bring to next meeting.

18/037. Matters Arising from Minutes

The following items were discussed as Matters Arising:

- The meeting heard that the person who had offered to repair the war memorial was no longer in a position to proceed with the project and Councillors noted therefore that this issue was now back in the hands of the PCC.

18/038. Report from County Councillor

Cllr Dance reported that:

- There was no further update on the SIS scheme
- Library services consultation continued, although any closures would take place next year
- South Petherton was considering options, including the provision of library services as part of a Community Hub.

18/039. Report from District Councillor

Cllr Maxwell reported that:

- SSDC had now set its budget with no cuts to services
- The 18/19 Council Tax increase would be 3.18% (£5) to the annual Band D rate

Some discussion took place about a recent meeting held with representatives of the CCG about possible future medical services in Merriott. Cllr Maxwell confirmed he would be happy to liaise with Community Land Trust officers and lead a CLT if required.

18/040. Planning

a. 18/00448 &00449/FUL – 32 Church Street

Cllr Paine reported that the Planning Working Party had conducted a site visit and established that the front extension proposals would not be visible from the road. The PWP felt there were no detrimental issues and recommended APPROVAL. All Parish Councillors supported this.

b. To note any determinations received

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The following determinations were noted:

- Former Sunday School at Sandy Hole – APPROVED
- Bow Barn Farm – APPROVED
- Unit 15 Lopen Business Park – WITHDRAWN
- Moorlands Farm (Change of use of general store) - APPROVED

18/041. 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>	
245	EON	Pavilion electricity	£ -	£ 70.34	Pavilion utilities	BACS	
246	Merriott Messenger	Sponsorship	£ -	£ 105.00	Communications	BACS	
247	Tithe Barn	Room hire	£ -	£ 112.00	Room hire	BACS	
248	Staffing	Salary		£ 376.92	Clerk salary	BACS	
		Office costs		£ 14.80	Office costs	BACS	Total:391.72
249	J Searle	Pavilion cleaning	£ -	£ 60.00	Pavilion contract	BACS	
		Total VAT to reclaim	£ -				
		TOTAL		£ 739.06			

Proposed: Cllr Hall

Seconded: Cllr Shorting

RESOLVED for payment

b. To note payments received

RECEIPTS 1st to 28th February 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>
140	06/02/2018	G Preston	Pav hire	£ 10.00	Pavilion hire	BACS
141	20/02/2018	A Rowsell, MRFC	Pitch/Pav hire	£ 300.00	Pitch/Pavilion	BACS
142	21/02/2018	Appleby & Childs (Paull memorial)	Memorial	£ 136.00	Burial Ground	100019
143	27/02/2018	HMRC	VAT return	£ 5,946.85	VAT	BACS
		TOTAL		£ 6,392.85		

Noted.

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

The Clerk was asked to insert a paragraph about the potential risk of frost damage to the pavilion in adverse weather conditions to state that the Council should make the decision to isolate the building, shutting off the water and closing the public toilets to minimise the risk of future damage.

Action: Clerk to amend Risk Register accordingly.

d. To consider the venue for Parish Council meetings going forward

Members discussed the Blake Room as a venue for meetings going forward. Until the PIR lighting was installed at the Pavilion, this was agreed as a venue for PC meetings.

Action: Clerk to notify Tithe Barn Committee and Village Hall Committees accordingly.

18/042. 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 presented a detailed report, comparing four different scenarios for SID ownership/participation or withdrawal completely. Members noted that training was a significant sticking point and the short life span of the devices was noted. Cllr Wright highlighted that he had not allowed for any maintenance or repairs in the costings. Members felt that there was value in retaining a SID presence in the village, particularly at Pye Corner. It was proposed to enter into a

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one-year trial of Option 4, to join the SCC revised SID scheme with effect from 1st April 2018 with 6 installations p/a, three at each site, costing £100 per installation.

Proposed: Cllr Wright

Seconded: Cllr Aslett

RESOLVED

Actions: Clerk to notify SCC, Cllr Wright to liaise with Lopen PC regarding final decision.

18/043. Recreation Ground/Pavilion

a. To receive the February inspection report

The February inspection report was not received. Cllr Aslett agreed to undertake the March inspections. Cllr Ashton would join him for an induction into the inspection requirements at some point. Cllr Aslett also stated he would be oiling the defibrillator cabinet.

b. To receive an update regarding the water supply at the Pavilion/Bowling Club

Cllr Shorting reported that he had met the engineer from Wessex Water again on site to explore an alternative connection point, with possibly improved pressure. A quote was expected imminently at which point pipework quotations would need to be revised accordingly, if the new proposal seemed to be viable.

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

c. To receive an update on play projects

Cllr Hall reported that the ground was currently too wet, and that the installation had been delayed accordingly.

d. To consider future pitch maintenance arrangements and possible use of contractors

Cllr Hall stated that he would be proposing the disposal of the PC's spiking machine and chain and harrow. He proposed the use of the District Council's Quadraplay pitch maintenance treatments. Members noted that the poor condition of the pitch was costing the Council pitch fees as games had been moved elsewhere.

Actions: Cllr Ashton to look at harrow. Clerk to bring Asset Register to next meeting to amend accordingly.

Cllr Hall stated that he had identified a company able to mend the gang mowers for £350 + VAT, plus transport costs of £60. This was agreed and Cllr Hall was asked to send details to the Clerk for action. With regards to the water damage to the pavilion the Clerk was asked to obtain the forms for an insurance claim and await quotes for the work.

e. To consider a quotation for PIR sensor flood lights at the Pavilion and lighting inside the tractor shed.

Members considered a quote from Ricketts Electrical for the above work.

Proposed: Cllr Paine

Seconded: Cllr Ashton

RESOLVED

Action: Clerk to send works order to Ricketts Electrical and ask for insurance details and confirm date for works.

18/044. Amenities

a. To consider recent advice from NALC and SALC regarding Parish Council funded works and maintenance to churchyards

Members considered a NALC legal briefing which had been previously circulated. This had been flagged up for consideration by SALC, as well as the Council's internal auditor. Members acknowledged that the briefing was complex and not particularly clear cut. Some discussion took place about how and if churchyard works could be supported by the Parish Council in the future. The internal auditor had suggested an arrangement where a donation could be made towards grasscutting, rather than managing and paying the contract and invoices directly. It was noted that some administrative separation of the burial ground and churchyard would be required. Cllr Shorting proposed that no changes to current arrangements be made until further clearer advice was issued, however this did not attract a seconder. Cllr Aslett proposed that a donation to cover the cost of grasscutting be made to the PCC, explaining the situation and asking for their assistance in making the administrative changes necessary.

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Proposed: Cllr D Aslett Seconded: Cllr S Ashton **RESOLVED** with one abstention.

Action: Clerk to write to PCC and Martin Paull to explain situation and outline possible new arrangements to enable the grasscutting to continue at the churchyard.

b. To consider a proposal to purchase and install two additional dog waste bins at Manor Drive and footpath adjacent to Laurel Cottage, Shiremoor Hill

Proposed: Cllr I Hall Seconded: Cllr J Shorting **RESOLVED**

Action: Clerk to purchase and make arrangements for installation.

18/045. Items for the next meeting

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

- Somerset Housing Strategy
- Defibrillator training
- Possible 'Health check' facility visit to the parish
- Electric vehicles charging points at car park

18/046. Date and location of next meeting

The next meeting was confirmed for Monday 9th April 2018, 7pm, Tithe Barn.

The meeting finished at 9.40pm.