

Merriott Parish Council

Minutes of the Parish Council meeting held on 12th September 2016 At 7pm, Tithe Barn, Church Street, Merriott

Present:

Cllr Iain Hall (from 7.30pm)
Cllr Jim Shorting (in the Chair)
Cllr Grant Wright
Cllr David Collins

Cllr David Aslett
Cllr Natalie Stahl
Cllr Caro Paine

In attendance

Mrs K Sheehan (Clerk), Cllr C Le Hardy (SCC), Cllr P Maxwell (SSDC), 1 member of the public

16/128. Public Open Session

Cllr Shorting stated that Cllr Hall was running late due to works at the Rec Field and had asked him to chair the meeting. No issues were raised in the Public Open Session.

16/129. Apologies for absence

Apologies for absence were received from Cllr Barnes.

16/130. Code of Conduct and Declarations of Interests

None.

16/131. Minutes of the meeting held on 8th August 2016

The Minutes of the meeting held on 8th August 2016 were duly agreed as a true and accurate record of the meeting and signed as such by Cllr Shorting.

16/132. Matters Arising

Cllr Wright reported that he had written to Helen Vittery of SCC Highways to raise concerns about the new traffic pinch point on Broadway. The Clerk reported that the molecatcher had caught three moles in the Churchyard so far.

Actions: Clerk to write to all community groups in the village to gauge interest in a first aid course and possibility of raising contributions towards a defibrillator. Cllr Aslett to send contact details of first aid trainer to Clerk.

16/133. Report from County Councillor

Cllr Le Hardy reported that a great deal of highways improvements had taken place over the summer holidays. He noted the complaints over the new Broadway traffic calming and stated that following the completion of the works a second safety audit would take place to see if a change in the position of lines is required. Cllr Le Hardy added that there was no indication of when the Small Improvements grant scheme would reopen, but would likely be in the next financial year. He promised to draft a proposal regarding the footway extension at Pye Corner so that it was ready to go when this happened. Cllr Stahl queried the continuing provision of free bus transport to Maiden Beech School pupils if the footway made the route 'safe' enough for children to be considered able to walk. Cllr Le Hardy agreed to investigate further but it was suggested that there were other areas of safety concern on the way to school which would preclude the withdrawal of the funding.

16/134. Report from District Councillor

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Cllr Maxwell apologised for missing the previous meetings and reported that the new Chief Executive at the District Council would be taking up his post in October and overseeing the Transformation Programme. There would be changes taking place, including the increased use of IT for efficient working systems. He noted that the RSG would disappear entirely by 2019, to be replaced by retention of business rates. Cllr Hall queried whether by devolving duties to Parishes, higher authorities might be in breach of the Local Government Act. Cllr Le Hardy stated that a change in legislation might be necessary in such cases.

16/135. Recreation Ground and Pavilion

a. To receive the August inspection report

Cllr Paine presented the August inspection report to members, noting that there were issues with paint flaking on the hamster wheel, cord covers on the basket swing, mats lifting up, nettles, rubbish in the shelter and a broken bench. Cllr Aslett agreed to do the inspection for this month as Cllr Hall was busy with the Rec improvements.

b. To review the Bowls Club lease

Cllr Hall stated that the Bowls Club lease was due for annual review with effect from 2008 but that this had not been done. Members noted that the water usage was very high and Cllr Shorting agreed to review the details of the lease and report back to the October meeting.

c. To decide whether to renew the CCTV contract

Members agreed to spend some time reviewing the current coverage and how it operates with the village hall's requirements, insurance etc.

d. Outdoor gym launch - healthy breakfast and workout events

Members heard that the bid to the BLF for funding had been successful and £500 had been obtained to fund launch events for the equipment. Quotes for a personal trainer to lead the sessions were now being sought and it was agreed to ask the Village Café to requote for the first three mornings in October. A leaflet for distribution would be produced and delivered in the village in the last few days of September.

e. Revised financial overview

Members considered the revised financial overview circulated by Cllr Hall. Cllr Hall reminded Members that there was £25k dedicated Rec funds available now, and that he was forecasting a worst case scenario of £28.5k. This amount was duly **AGREED** as an absolute top spend figure.

f. To consider quotations for a hearing loop system for the Pavilion

Cllr Collins reported back from meetings and enquiries regarding a loop system for the Pavilion. He confirmed that both carpeting and curtains would be required to improve acoustics and that the company had offered the loan of a portable system. Members agreed to hold the next Parish Council meeting in the Pavilion to trial the system.

g. To consider quotations for weed spraying and draining of the football pitches

Members considered a request for weed spraying and verti draining of the football pitches. It was agreed to fund one weed treatment at a cost of £420 and one verti draining treatment for the large pitch at a cost of £150. Cllr Hall reported that he had obtained one solar powered bollard for inspection by Members prior to purchase.

Actions: Clerk to ask Groundsman to fix bench and assess covers on swing. To get quotes for replacements if necessary. Clerk to reissue updated inspection rota. Clerk to send Bowls Club lease to Cllr Shorting for review. Clerk to check insurance requirements to have an alarm on the pavilion. RWP to review CCTV and alarm requirements. Clerk to

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produce A5 leaflet for distribution for gym launch. Cllr Hall to review S106 application before Clerk submits to SSDC. Cllr Collins to arrange loan of hearing loop system for 10th October PC meeting. Cllr Collins to continue gathering quotes for carpets and curtains. Cllr Collins and Clerk to investigate possible grants for funding for the system. Clerk to arrange for weed spraying and verti draining. Clerk to order 10 drums of white liner.

16/136. Finance and Procedure

a. To agree invoices for payment

The following invoices were presented to Council and duly agreed for payment:

Invoices for payment 12th September 2016

<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>
61	KS Electrical	Renewal of CCTV and Alarm contract		£ 104.00	Rec security maintenance	3388
62	Fresh Air Fitness	Outdoor gymn equipment	£ 1,900.00	£ 11,400.00	Rec upgrade project	3389
63	EON	Pavilion Electricity		£ 49.72	Pavilion utilities	3390
64	M Paull	Churchyard mowing		£ 480.00	Churchyard	3391
65	J Jackson	Editing MM Sept issue		£ 90.00	MM	3392
66	PMP	Printing costs - MM		£ 277.00	MM	3393
67	Grant Thornton LLP	External Audit fee	£ 260.00	£ 1,560.00	Audit costs	3394
68	I Hall	Pavilion maintenance items	£ 0.83	£ 4.98	Pavilion maintenance	
		Rec upgrade line markers	£ 2.26	£ 13.56	Rec upgrade project	
		Cllrs expenses - stationery		£ 18.99	Cllr Expenses	
		Rec waste and rope	£ 1.83	£ 12.99	Rec maintenance	3395 - Total
69	K Sheehan	Clerks Salary		£ 310.89	Clerks salary	
		Mileage		£ 1.52	Mileage	
		Office costs - stationery etc		£ 32.95	Office costs	
		Pavilion maintenance items		£ 0.75	Pavilion maintenance	3396 Total=
70	R Hyett	Groundworks		£ 3,110.00	Rec upgrade project	3397 HOLD*
71	Kings Courts	Tennis courts surfacing		£ 3,910.00	Rec upgrade project	3398 HOLD*
				£ 21,377.35		
*52	Sedgemoor Fire	Extinguisher in shed	£ 20.41	£ 122.46	Pavilion security	3379
		(Note - represented now with correct invoice)				
**	To delegate to Clerk to pay NT Pumps for the repair of the Pavilion pump £100 max.					
***	Delegate to Clerk to raise cheques for #70 & 71 and T Wallis (max£2500) on satisfactory completion of works signed off by Chair, VC and Clerk					

b. Payments received

Payments totalling £700 from July and £658 from August were noted.

c. To consider alternative income opportunities

Members considered a discussion document from Cllr Hall outlining alternative means to raise funds in the event of s106 funds not being released. Some discussion took place

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around precepting and charges for facilities. The Clerk reported that there had been some initial commercial interest in the Pavilion building.

d. Risk register

A minor change to the CCTV and security schedules were noted now that the contracts and coverage review were being extended to October.

Action: Clerk to amend Risk Register accordingly.

e. 'What local councils can do' – documents circulated for consideration

16/137. Highways

a. To receive an update from the Highways Working Party

Cllr Wright updated members on HWP activities. He noted that he was waiting for a response from Helen Vittery of SCC Highways regarding the Broadway traffic calming. He had recorded damage to the kerbs already. Cllr Collins felt that signage could be improved. Cllr Wright concluded by saying that he would be conducting a Speedwatch session at the site shortly and would report back. Members also heard that while there was no update on the SID post, other bids which went in at the same time had started to move forward so he was expecting news imminently. Cllr Wright added that he had now received Police approval for a new speedwatch site at Shiremoor Hill.

16/138. Amenities

a. To receive an update from the Amenities Working Party

Cllr Shorting reported that the AWP had not met.

b. To consider the draft Emergency Plan

Members recorded their thanks to Cllr Collins for following this up. With a few minor amendments and the removal of appendix 3, the EP was **AGREED** for circulation.

16/139. Items for the next meeting

Members considered a request from Mrs Lawrence to revisit the Merriott Messenger banking arrangements in October. Members agreed that Cllr Hall would contact Mrs Lawrence to report that Members were not going to revisit this decision at this time. The Clerk would write, as agreed at the last meeting, to give further details on the reasons for the decision.

Review of bowls club lease – report back from Cllr Shorting

Review and renewal of the CCTV and Alarm contracts

16/140. Date and location of next meeting

Monday 10th October, PAVILION, 7pm.

The meeting finished at 10pm.