

# Merriott Parish Council

## Minutes of the Parish Council meeting held on 12<sup>th</sup> November 2018 At 7pm, Merriott Village Hall

### **Present:**

Cllr Iain Hall (Chair)  
Cllr Caro Paine  
Cllr Steve Ashton  
Cllr Dave Aslett

Cllr Grant Wright  
Cllr Jim Shorting (Vice Chair)

### **In attendance**

Julie Chant (Clerk), Cllr A Dance (SCC) (part of meeting), Paul Maxwell (SSDC), Michael Burnham and four members of the public

### **18/118 Public Open Session**

Cllr Hall welcomed everyone present to the meeting. Those present to speak about items other than those on the agenda were invited to address the Council.

Two members of the public wished to enquire about having a speed survey taken on the road from Merriott to Lopen. Cllr Wright informed them that any speed survey undertaking by Speedwatch, would require Police risk assessment, with regulations about the visibility in both direction and the volunteers being able to stand off the highway. It could also not be done in a 60m.p.h. zone. The Cllrs advised that the best course of action would be to write to the Clerk.

### **18/119 Apologies for absence**

No one was absent.

### **18/120 Code of Conduct and Declarations of Interests**

Cllr Hall declared an interest in planning application 18/03418/TCA as this was his neighbour.

### **18/121 Minutes of the meeting held on 8<sup>th</sup> October 2018**

The minutes were accepted as a true and accurate record, and signed by the Chair.

**Proposed Cllr Shorting Seconded Cllr Wright. All approved**

### **18/122 Matters Arising from Minutes**

Cllr Wright (HWP – lead) reported on:

**Parish Ranger Scheme:** The Cllrs were aware of the hourly costs, but more discussion was required about the work to be undertaken and the situation with clearing the drains.

**Finger Post refurbishment:** As the original quotes were given some time ago, revised quotes would be needed and further discussion with regard to the finger post outside the village hall, as this one had no directions left on it.

**Cllr Wright agreed to look into the Parish Ranger Scheme and obtain updated quotes for the finger post refurbishment.**

**The Clerk agreed to use social media to see if any local people could remember what the finger post originally looked like.**

### **18/123 Election of Co-opted Councillor:**

Mr Michael Burnham had formally offered to stand for election and had submitted his letter and confirmed his eligibility to stand. The Clerk requested he leave the meeting while the Councillors discussed his election.

**Cllr Paine proposed he be elected as a co opted Councillor, seconded by Cllr Wright. All approved.**

Mr Burnham returned the room and was formally welcomed as a new Councillor, with his term of office to run until May 2019, when local elections would take place.

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## **18/124 Report from County Councillor**

Cllr Dance gave his apologies for arriving late, but he had several meetings to attend. He felt that the article concerning the cuts to winter gritting in the Merriott Messenger had been well written and Cllr Wright confirmed that the letter from the Parish Council to Mr Fothergill and Somerset County Roads was now ready to send.

The Cllrs had also received a copy of the letter sent from Lopen Parish Council, expressing their concerns about the cut backs.

Cllr Dance confirmed that South Petherton Library was scheduled to close, but South Petherton Parish Council are exploring ways of keeping a library in the village.

As Seavington had decided to fund their own improvement scheme, Merriott was now the only village on his list for Small Improvement Scheme funding.

## **18/125 Report from District Councillor**

Cllr Paul Maxwell updated the Councillors on the application for 50 houses off Church Street. The Area West meeting had recommended refusal, but the application would now go to Regulation Committee meeting on the 20<sup>th</sup> November 2018. As members of the public would be given 3 minutes to speak at the meeting Councillors decided to attend if possible.

Cllr Maxwell informed the meeting that a planning application in Moorlands Road was being modified and re submitted. As Councillors had concerns regarding this application, they agreed it should be discussed at the next meeting.

## **Clerk to add the application from Mr Foot to December Agenda**

The proposed development at Shiremoor Hill was still delayed due to the issues surrounding land ownership and Cllr Maxwell was making further enquiries at the Planning department.

A full council meeting was scheduled for Thursday evening and the budget would be discussed.

## **18/126. Planning including applications currently in circulation/determinations**

- a. 18/02627/LBC Miss Cleall, 69A Lower Street, Merriott – repainting windows and door and install security light – Permitted with conditions
- b. 18/03048/HOU Mr & Mrs Maynard, 57, Lower Street, Merriott- alteration and erection of two storey side extension and single storey extension. No objections
- c. 18/03418/TCA Dr D Edwards, 55 Banbury Farm, Lower street Merriott – tree works in conservation area - Permitted
- d. 18/03448/TCA Mr I Boulton High bank, Lower Street, Merriott – tree works in conservation area- Permitted
- e. 18/02883/HOU Mr C Weeks 59, Lower Street, Merriott – erection of garage and covered space (revised application 17/04788/FUL)
- f. 10/03910/S73 Mr I Low, Merriott Plastics Ltd, Tail Mill Lane Merriott application to vary condition 37 of decision notice 07/02775/FUL - Application Withdrawn

Councillors wanted more time to consider the application at 59 Lower Street, Merriott and asked the Clerk to request an extension to the submission date.

**All agreed.**

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## 18/127; 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>
327	Wessex water	Water Main	£98.80	£592.80	Pavilion/Rec Project	BACS
328	Richard Keylock	Accounts	£ 8.40	£50.40	Audit/Accounts	BACS
329	Village Hall	Room hire		£12.00	Room hire	BACS
330	Simon Hoskin Crewkerne	Repair doors		£117.00	Pavilion Mower	00008
331	Horticulture Crewkerne	Mower repair	£37.33	£ 223.83	maintenance Mower	BACS
332	Horticulture	Mower repairs	£27.51	£ 165.08	maintenance	BACS
333	ROSPA	Play inspection	£79.00	£ 474.00	Rec upgrade	BACS
334	J Chant	Salary & postage		£ 377.08	Clerk	BACS
335	Jess Searle Hags – new	Pavilion Cleaning		£ 76.35	pavilion	BACS BACS
336	rope	New ramp rope	£ 75.35	£ 452.10	Rec upgrade	BACS
337	J Shorting	Toilet seats etc	£6.66	£69.89	Pavilion Cons	BACS
338	SSDC	Play inspection	£ 15.70	£94.20	Rec Upgrade	BACS
339	Martin Paull	Mowing		£ 40.00	Mowing	BACS
340	Wessex water			£ 568.70		BACS
<b>Total</b>				<b>£ 3,313.43</b>		

**Proposed Cllr Shorting Seconded Cllr Paine All Approved**

### b) To note payments received

RECEIPTS to 1 <sup>st</sup> to 31st October 2018						
<u>Receipt no</u>	<u>Date</u>	<u>Name</u>	<u>Payment for</u>	<u>Amount</u>	<u>Budget line</u>	<u>Paying in ref</u>
183	25.09.18	Merriott Cricket	Pitch & Pavilion	£300.00	Pitch & pavilion	BACS
184	26.09.18	Merriott Rovers FC	Pitch & pavilion	£ 150.00	Pitch & pavilion	BACS
185	08.10.18	Active Learn	Pavilion	£ 105.00	Pavilion hire	BACS
186	09.10.18	G&D Preston	Pavilion Hire	£ 30.00	Pavilion Hire	BACS
TOTAL				£ 585.00		

**Noted.**

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

Cllr Shorting gave the Clerk information on music licences with regard to the Pavilion. It was found local authorities buildings are exempt.

### d. To note Month 6 Report and Bank reconciliation: Noted.

Councillors agreed to transfer £ 2,600 from the Burial ground mowing account to S137 budget as the payment for some of the mowing had been made from this account. There was also discussion around the new headings for the Pavilion, and it was agreed that maintenance of the pavilion be included under improvement and security.

**All agreed**

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**e. To agree resolution to alter NatWest Banking Mandate** to include Cllr S Ashton and the Clerk (Mrs Julie Chant) and remove the previous Clerk.

The necessary changes were made. **All Approved**

**f) To agree resolution to amend the June 2018 Finance report** (original minute 18/069).

Two invoices had been approved in June, which had already been agreed, Councillors noted the changes and agreed to the amendments.

**Proposed Cllr Shorting, Seconded Cllr Paine.**

**Action: Clerk to file the original June report and the amended report with the financial records.**

## **18/128 Recreation Ground/Pavilion**

**a. To receive the October report**

Cllr Aslett has still not received his inspection forms, but he has done his inspection.

**Action: Clerk to re send inspection report forms**

**b. To discuss the ROSPA and SSDC play area inspection reports and determine actions, including signage.**

The reports have been sent to the supplier who is coming next week to sort out the minor issues and discuss the other problems. The Councillors discussed having a “disclaimer” sign at the entrance to the recreation ground, and having more prominent signs stating “no dogs allowed”. They will look to find bespoke signs. There is a sign waiting to go up by the outdoor gym.

**c. To consider the recreation ground Working Party report and determine actions on proposals.**

- i) To reduce the electricity bills the timer switch for the heating is to be altered and the electrician has been contacted. Once done the bills will be monitored. Cllr Ashton will look into the options for Solar Panels on the pavilion
- ii) A letter has been sent to Wessex Water asking for a receipt and requesting they note the new Clerks address.
- iii) Cllr Shorting chased the two contractors who are to undertake works at the pavilion and confirmed to the meeting that their proposed start dates are: Mike Stenner – redecorations to water damage 19<sup>th</sup> November and Pipecraft – new water supply – 3<sup>rd</sup> December 2018.
- iv) The electricity bills are to be changed to quarterly billing, but the meter will be read weekly during the summer months, with the ventilation switched off to see how much electricity is being used by the system. The usage may be minimal, but the peak units are almost as high as the off-peak units, so the usage should be registered for a month.
- v) Items for the next meeting to include:
  - a) Wooden Climbing Items.
  - b) Shelter refurbishment
  - c) Efficacy of the lighting on the car park to pavilion footway.
  - d) Pavilion less able access - extension of veranda
  - e) The requirement to add further warning signs and improve existing signs

- i) **Amend pitch and pavilion fees.** Councillors discussed the need to review the fees and the following rates were approved:  
Pitch fees £ 20.00 per game

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Pavilion including changing rooms £ 30.00 per session

Pavilion Club room only £ 20.00 per session

Pavilion 2-hour session single room £ 10.00

**All agreed.**

The new fees will be advertised in the Pavilion and on the village website.

Councillors discussed the issue of the website being outdated and agreed to look into options.

Cllr Ashlett agreed to discuss the matter with the Clerk

**ii) Extend pavilion veranda to ramp as per less able report recommendation.**

This is scheduled to be discussed by the Working Party and quotes will need to be obtained for the work.

**iii) Refurbish the Shelter.**

The S106 money needs to be reviewed and quotes updated. This will be discussed at the next recreation ground Working party meeting

**d. To consider solution to damage to wooden posts.**

Councillors discussed the problems with placing protective material around the base, and potentially trapping moisture in the posts. A hand mower can be used around the base of the posts to minimise damage

## **18/129: Highways and Footpaths.**

**a. To receive update on heritage road signs refurbishment.**

The Heritage Trust has confirmed it would like to support the project and would also like to include the missing post on Broadway, just up from the Village Hall. It is important that the paperwork is correct and that Health and Safety procedures are in place.

The Clerk agreed to post a picture of the missing post on social media, to see if anyone could remember what was on it.

**b. To discuss the winter gritting cutbacks.**

Cllr Wright had drafted the Councils response to the proposals and it was agreed that the Clerk would forward the letter.

**All approved.**

**c. SID Update**

Cllr Wright gave a recap on the situation. The previous scheme had been cut and Parish Councils had paid to join the new scheme. The SID had been installed once, but didn't work, and this scheme has now ended due to lack of support. Lopen parish Council had purchased their own device, which has to be moved every 10 days by someone who has undergone the training.

## **18/130 Amenities:**

**a) To discuss the response to Somerset Bulk Buy Fuel Loan.**

Cllr Shorting had read the information and suggested that the smaller article be sent to the Merriott Messenger and the larger posters be placed on notice boards and the entire letter be posted on social media.

**Clerk to advertise as directed.**

## **18/131 Clapperhay Community Land.**

**a) To receive update on the land registration.**

Cllr Hall had written to the Solicitors and there was still dispute about the ownership of a small slither of land from the footbridge to the road which was delaying the developer.

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The maps also varied slightly, so the Council may lose a small piece of land. This was discussed in more details and Councillors agreed they would like to proceed without any more delay.

**All agreed.**

- b) The Clerk had informed the Insurers of the land and will investigate the need for risk assessment.

**18/132 Correspondence received.**

**a) Yoga in the pavilion.**

The Clerk had received notice that Yoga has finished.

**b) CPRE Magazine.**

Now the Council had joined the CPRE the magazine was available for Councillors.

It was also agreed that the Parish Council Notice Board will appear on the next agenda.

**18/133: The next meeting will take place on**

Monday 10<sup>th</sup> December 2018 at 7. 00p.m in the Blake Room, Merriott Village Hall, Merriott.

**The meeting closed at 9.00 p.m.**