

Merriott Parish Council

Minutes of the Parish Council meeting held on 13th February 2017 At 7pm, Tithe Barn, Merriott

Present:

Cllr Iain Hall (Chair)

Cllr David Aslett

Cllr Jim Shorting

Cllr Natalie Stahl

Cllr Caro Paine

Cllr David Collins

Cllr Grant Wright

In attendance

Mrs K Sheehan (Clerk), Cllr P Maxwell (SSDC)

17/015. Public Open Session

12 members of the public present. Mrs Ann Lawrence of Boozer Pit ask whether the piles of grit in the Village Hall car park would be removed. Cllr Iain Hall confirmed that as the car park works would hopefully continue this year, the materials needed to remain in situ.

17/016. Apologies for absence

None.

17/017. Code of Conduct and Declarations of Interests

Cllr J Shorting noted that the proposed tree works at item 10(e), The Manor House, was a neighbouring property to his own and as such had a personal interest in the item.

17/018. Minutes of the meeting held on 9th January 2017

The minutes were approved as a true and accurate record of the meeting.

Proposed: Cllr J Shorting Seconded: Cllr D Aslett RESOLVED

17/019. Matters Arising from Minutes

Cllr Aslett asked that the First Aid training and defibrillator issue be noted for the next agenda. No responses had been received from the Messenger article from community groups. Cllr Hall noted that he still needed to look at the base of the hedgehog rider.

17/020. Report from County Councillor

None.

17/021. Report from District Councillor

Cllr Paul Maxwell reported that:

- SSDC budget and council tax setting was coming up;
- Reorganisation of the SMT was ongoing;
- The District Council was in the process of responding to the Government's housing white paper but that a Local Plan was already in place in South Somerset.

Cllr Hall indicated that the Parish Council would be looking for financial support for the Recreation Field upgrade from Area West.

17/022. Finance and Procedure

a. To agree invoices for payment

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<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>
130	M Rowswell	Caretaking contract		£ 50.00	Pav caretaking	3450
131	Merriott Messenger	Returned sponsorship money		£ 180.00	MM	3451
132	EON	Pavilion electricity		£ 84.67	Pav utilities	3452
133	J Shorting	Paper and courier for Pav clock		£ 14.15	Pav maintenance	3453
134	M Harding	Interim internal audit		£ 75.00	Audit fees	3454
135	ARB Tree and Garden	Works to car park hedge		£ 85.00	Rec contract	3455
136	G Wright	Printer cartridges - CSW/Highways	£ 4.87	£ 29.26	Clrs expenses	3456
137	J Goldie	Safety goggles for Merriott Footpaths Gp		£ 6.16	Footpaths/highways	3457
138	NT Engineers	Pump maintenance - pavilion	£ 11.03	£ 66.18	Pav maintenance	3458
139	Staff salaries/exp	Salary		£ 310.89	Clerk salary	3459
		Mileage		£ 1.14	Mileage	Total chq = 344.71
		Expenses		£ 32.68	Office Costs	

TOTAL

£ 935.13

Proposed: Cllr D Aslett

Seconded: Cllr I Hall

RESOLVED for payment

b. To note payments received

The following payments received since the previous meeting were noted:

<u>Date</u>	<u>Receipt#</u>	<u>Name</u>	<u>Details</u>	<u>Amount</u>	<u>Budget line</u>	<u>Paying in slip reference</u>
06/01/2017	73	C Hamlin	Pavilion hire	£ 30.00	Pavilion	BACS
09/01/2017	74	Merriott Village Hall	MM	£ 75.00	MM	BACS
10/01/2017	75	HMRC	VAT refund	£ 5,810.55	VAT	BACS
30/01/2017	76	Bluebird Care	MM	£ 105.00	MM	BACS
02/02/2017	77	S Brueton	Pavilion hire	£ 30.00	Pavilion	100836
03/02/2017	78	G Preston	Pavilion hire	£ 30.00	Pavilion	BACS

TOTAL RECEIPTS

£ 6,080.55

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

Cllr Shorting and the Clerk reported that the PAT testing and the hot water inspections had now been carried out.

d. To note the findings of the interim internal audit

Members noted the interim report of the internal auditor circulated previously with a few minor actions to be undertaken before year end but also noted the comment that the accounts were in much better shape than the previous year.

e. To note the Clerk's annual leave

The Clerk stated that she would be on annual leave from close of play Thursday 20th July until Friday 4th August. This was agreed.

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f. To consider a proposal from the FWP to provide a one-off grant to the Merriott Messenger to finalise separate banking arrangements

Cllr Hall invited Mrs Lawrence to speak on behalf of the Messenger team. Mrs Lawrence gave some background information relating to Merriott Messenger and the recent move towards separate bank accounts. Mrs Lawrence reported that a MM bank account had been established and believed that the sum of £1619.50 was owed from MPC and stated that she would like to see MM continue to be published moving forward. Cllr Hall responded, stating that MM was a valued publication in the village and the efforts of all the team were appreciated. He noted that two different figures had been submitted by the MM team and that the MPC accounts figures did not match those of the MM. He stated that much of this could be attributed to the original subsidy of £600-£700 p/a budgeted by the Parish Council to cover any deficit arising from the MM earlier years. This subsidy had rightly been used to balance deficit but the remainder of the subsidy was incorrectly 'rolled over' creating a theoretical surplus which did not actually exist. He noted that the Parish Council accounts rightly did not include this and therefore showed a deficit of c £1600. Moreover, as the Parish Council's accounts were audited and signed off every year, they were not open to query retrospectively. Cllr Hall proposed that a grant should be made to MM in recognition of the service they provided to enable them to meet printing cost and editing costs for the next three months. This would total £1101.

Proposed: Cllr G Wright

Seconded: Cllr D Aslett

RESOLVED

Mrs Lawrence confirmed that she would report back to the MM meeting scheduled for Thursday and respond to this proposal via the Clerk.

g. To consider a grant request from Yeovil Shop Mobility

Members considered a grant request to assist with YSM running costs but as the grants budget for the year was already overspent the proposal was not progressed.

Action: Clerk to respond to YSM

h. To consider a response to a s53 application Claimed Bridleway over Middlefield Lane and Holdfast Lane

Cllr Hall invited representatives from Merriott Footpaths Group, Mr John Goldie and Ms Tina Mortimer, both in attendance to speak. Mr Goldie commented that both the path and lane were marked on OS maps historically and Ms Mortimer emphasised that it would be important to hear from people locally who had ridden or used the lane at any time in the past. She added that there is also a case for it to become a byway but that there was no application for this currently. One member of the public present recalled using the path in the past and that it had been regularly used by members of the public. Ms Mortimer agreed to liaise with Merriott Messenger to ask villagers for their memories of the lane.

Action: Clerk to respond to Somerset County Council with this information.

i. To consider a proposal to amend Financial Regulations to increase stem spending to £1000 without the need for competitive pricing

Proposed: Cllr J Shorting

Seconded: Cllr C Paine

RESOLVED

17/023. Planning Applications and Determinations

a. 17/00148/FUL – The Moorings, Shiremoor Hill.

Mr Greenham of Shiremoor Hill commented that he felt that the access would be very tight and the plot would have insufficient room for two dwellings. He felt his property would suffer from diminished light and added that he had a query over the boundary in the plans submitted. Cllr Paine advised Mr Greenham that boundary disputes would need to be

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c. To consider a proposal to install a telephone mast on the Rec (including a report on public consultation)

Members considered a report previously circulated by the Clerk which contained the consultation responses relating to the mast proposal from both Facebook and Messenger. The total number of responses now supporting the mast was 29, with 3 emails against. A proposal to proceed with the mast procedure was made by Cllr Collins.

Proposed: Cllr D Collins

Seconded: Cllr J Shorting

RESOLVED

Actions: Clerk to contact Shared Access and indicate MPC is ready to proceed.

d. To receive a report on the Recreation Field Play Upgrade 2017

Cllr Hall reported that he was seeking quotations for landscaping at the Rec at the moment. Mr Down of Lower Street reported that he had visited the Rec now that the contractor had had time to get to grips with the job and found the following required attention:

- Ditches need clearing
- Leaves need clearing
- Matting under some play equipment raised
- Bowls club hedge requires cutting
- Concrete next to perimeter footway needs removing
- Posts need replacing

Cllr Hall agreed to address these issues with the contractor and thanked Mr Down for continuing to monitor the work. Cllr Hall briefly updated members on the proposals for new play equipment. Cllr Stahl reiterated the number of requests she had received for bike jumps.

Action: Clerk to amend inspection template to include gym equipment

17/026. Items for the next meeting

- Highways – further details from Cllr Wright

17/027. Date and location of next meeting

Monday 13th March, Tithe Barn, 7pm.

The meeting finished at 9.25pm.