

Merriott Parish Council

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

Present:

Cllr Iain Hall (Chair)
Cllr Stephen Ashton
Cllr Grant Wright

Cllr David Aslett
Cllr Caro Paine
Cllr Jim Shorting

In attendance

Mrs K Sheehan (Clerk), Cllr A Dance (SCC)
5 members of the public

17/147. Public Open Session

No issues were raised.

17/148. Apologies for absence

Apologies were received from Cllr Paul Maxwell of SSDC.

17/149. Code of Conduct and Declarations of Interests

None.

17/150. Minutes of the meeting held on 9th October 2017

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

Proposed: Cllr C Paine

Seconded: Cllr G Wright

RESOLVED

17/151. Matters Arising from Minutes

The Clerk raised the ongoing matter of the base of the monkey bars needing some attention, Cllr Hall agreed to look at this. Members had received a reply from the Bowls Club in respect of recent communications about potential improvements to the water supply.

Action: Clerk to agenda water supply at Pavilion/Bowls Club for December's meeting.

17/152. Report from County Councillor

Cllr Dance reported that:

- The SIS application for Merriott had now scored enough points at Stage 1 to progress to Stage 2. This would likely be in January but some work towards it had already been undertaken, including a feasibility study. It was one of 100 schemes through to the second stage. Some discussion took place about the ownership of the land at the point required to improve visibility and Cllr Wright agreed to visit the landowner for an informal preliminary discussion.
- County Hall are making arrangement to cover bus routes locally following the recent winding up of Nippybus.

Action: Cllr Wright to approach landowner(s) re visibility and proposed scheme prior to Clerk making formal contact.

17/153. Report from District Councillor

None.

17/154. Planning

Merriott Parish Council

a. 17/03984/LBC – Former Sunday School, Sandy Hole

The applicants present spoke on the application, stating that they had held a positive meeting with Reverend Bob Hicks and had noted concerns re traffic at certain ‘peak use’ times. It was also noted that the rear courtyard would be made available for bike racks so that no bicycles would be left in the road or chained to railings. Members noted comments submitted via the planning portal on the SSDC website, including those from local residents and Merriott Heritage Trust. On behalf of the Planning Working Party Cllr Paine stated that they had some concerns about the parking issue and would not support an application to open seven days a week. Cllr Wright commented that it would be good to see the building maintained and not falling into disrepair. He also added that any potential use of the building, including residential could generate extra traffic. No recommendation either in support or against was made and the Clerk was asked to convey the comments of the PWP in relation to parking and hours of operation to the District Council

b. 17/04123/FUL – Winyards View, Higher Street

The applicant briefly outlined the reasons for the alterations and answered some queries about the garage plans.

Resolved: No formal objection.

c. 17/04228/DPO – Moorlands Farm, variation of S106 agreement

Resolved: agreed to variation providing the discount is significant and held in perpetuity.

d. 17/04085/LBC – Shiremoor House, Shiremoor Hill

Resolved: No formal objection.

e. 17/04161/FUL – 4 Townsend Orchard

Resolved: Merriott Parish Council supports this application as there is no detrimental impact on neighbours.

f. 17/04804/S73A – Blair Athol, 4 Higher Street

Resolved: No formal objection.

g. To receive an update on the progress of the Housing Needs Survey

Cllr Shorting reported that the revised HNS document was ready for printing and the Clerk added that SSDC had raised a query about Community Housing information on the funding form which she was currently querying.

h. To note determinations made since the last meeting

Members noted the following determinations:

- Land at Tail Mill Lane – Mr and Mrs Miles – refused
- Land at Moorlands Road – Mr Foot – refused

17/155. 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>
210	EON	Pavilion electricity	£	-	£ 70.02	Pavilion utilities
211	Merriott Messenger	Refund mispaid sponsorship	£	-	£ 105.00	MM refund
212	J Searle	Pavilion cleaning	£	-	£ 76.75	Pavilion contract
213	SALC	17/18 affiliation fees	£	-	£ 511.04	Memberships
214	All Play	Trampoline 50%	£	429.10	£ 2,574.60	Rec upgrade
215	All Plat	Trampoline 50%	£	429.10	£ 2,574.60	Rec upgrade
216	Water2Business	Water bill	£	-	£ 328.51	Pavilion utilities
217	Staff	Salary	£	-	£ 314.01	Salary
		Mileage	£	-	£ 1.14	Mileage

Merriott Parish Council

		Expenses	£	1.24	£	16.20	Office
218	I Hall	Chairman's expenses	£	11.94	£	156.34	EYP/Pavilion/Rec/Cllr Expenses
219	HAGS-SMP	Play Equipment	£	2,114.70	£	12,688.20	Rec upgrade
220	M Paull	Grass cutting			£	240.00	BG/Churchyard
221	Crewkerne Horticultural	Repair/blades/shaft	£	43.79	£	262.72	Machinery
		Total VAT to reclaim	£	3,029.87			
		TOTAL				£ 19,919.13	

Proposed: Cllr J Shorting Seconded: Cllr D Aslett RESOLVED for payment*

*With the exception of the HAGS SMP payment which was delegated to the Clerk and Chair for payment at the end of the month, and the All-Play payments pending confirmation that the trampoline had been received by Tom Wallis. Cllr Ashton abstained on the vote.

The following internal transfers were approved:

From Natwest Current Account to Barclays C/A: £30,000, cheque 3508.

Cllr Paine left the meeting (8.15pm).

b. To note payments received

RECEIPTS 1st to 31st October 2017

Receipt no	Date	Name	Payment for	Amount	Budget line	Ref
120	03.10.17	S Freemantle	Pav hire	£ 20.00	Pav Hire	100005
121	03.10.17	Merriott Bowls Club	Rent	£ 132.50	MBC	100006
122	09.10.17	G Preston	Pav hire	£ 20.00	Pav Hire	BACS
123	10.10.17	NW Acc: MM sponsorship	Error - to refund	£ 105.00	MM	BACS
124	11.10.17	MYFC	Pitch and Pavilion	£ 430.00	MYFC/Pav Hire	100007
125	17.10.17	Crewkerne Hospital LoF	Defib Grant	£ 1,212.50	Grants rec'd	100008
126	17.10.17	Wakelys	Interment of Ashes (Charles)	£ 25.00	Burial Ground	100009
		TOTAL		£ 1,945.00		

Noted.

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

None.

d. To consider a mid-year budget review

A mid-year budget review from the Finance Working Party was considered and adopted now the Q2 outturn was known.

e. To consider the 2018-19 Budget & Precept

A draft precept and budget for the next financial year was circulated and noted for discussion at December meeting. Members were asked to consider any changes in advance of the next meeting, when the Council Tax Base would hopefully be known.

f. To approve the Clerk's annual leave request, summer 2018

Members agreed the Clerk's annual leave request for three weeks between 23rd July and 10th August. The arrangements, particularly the publication of the agenda, for the August meeting of Council on Monday 13th August would be delegated to the Chair. The Clerk agreed to prepare a skeleton agenda prior to her leave period. This was agreed by all.

g & h. To consider Clerk's annual salary review & review council mileage rate

These items were held in a confidential session and the Clerk left the room during the discussion. In recognition of the high quality of the Clerk's work, recent qualification and anniversary of appointment it was unanimously agreed to move her salary to the highest NALC SCP. The revision of the MPC mileage rate in line with HMRC guidance to 45ppm was also agreed. This formed an amendment to the Clerk's contract which states 38ppm.

Proposed: Cllr S Ashton

Seconded: Cllr J Shorting

RESOLVED

Merriott Parish Council

i. To consider the Council's membership of SALC

Members noted that the 2017/18 membership fees were already agreed for payment (above) but some discussion took place about whether to renew this for the 18/19 financial year.

Action: Clerk to enquire about full list of SALC services to inform affiliation fees discussion in December.

17/156. Highways

a. To receive an update from the Highways working party

No further updates.

17/157. Recreation Ground/Pavilion

a. To receive the October inspection report

The October inspection report was received. No major issues noted. Cllr Aslett agreed to undertake the November inspection. It was noted that the defibrillator fortnightly inspection had been added to the checklist. Cllr Aslett received the annual SSDC risk assessment and equipment inspection to help inform his own inspections.

Action ONGOING: Cllr Hall to look at base of monkey bars. Clerk to contact SSDC regarding future inspections to include the outdoor gym.

b. To consider the provision of signage at the Rec

Members considered whether the signage to and at the Rec could be improved. It was agreed to look into placing a small brown 'fingerpost' sign in the road indicating the Rec, but not to pursue the issue of a 'Welcome' sign inside.

Action: Cllr Wright to ask Mike Fear about signage.

c. To consider future Rec and Pavilion projects

The following future Rec and Pavilion projects were noted:

- | | |
|---|-------------------------|
| 1. Car Park Re-furb. (Agreed) | MPC |
| 2. Pavilion porch extension. (Agreed) | MPC/Accessible Funding* |
| 3. New pavilion water supply | MPC/FA |
| 4. Additional Pavilion showers | MPC/FA |
| 5. Benches, Tables | MPC/* |
| 6. Sensory Garden | MPC/* |
| 7. Basketball shooting circle. (Agreed) | MPC |
| 8. Shelter re-furb. (Agreed) | MPC/Other |
| 9. Tractor grass tyres | MPC/FA |
| 10. Cricket Nets | MPC/Other |
| 11. Bike pump track | MPC/106 |
| 12. Pitch improvements | MPC/FA |
| 13. Pathway lighting | MPC/* |
| 14. Tractor Shed re-furb | MPC |
| 15. Older Years Play. (Agreed) | MPC/106 |

17/158. Amenities

a. To consider membership of the Village Agent scheme

After a brief discussion, members agreed to read more about the scheme and discuss fully at the December meeting.

Merriott Parish Council

17/159. Items for the next meeting

- Budget
- Village Agents
- Water supply at Pavilion
- Internal audit 17/18

17/160. Date and location of next meeting

The next meeting was confirmed for Monday 11th December, 7pm, Tithe Barn.

The meeting finished at 10.00pm.