

Merriott Parish Council

Minutes of the Parish Council meeting held on 14th December 2015 At 7pm, Tithe Barn, Church Street, Merriott

Present:

Cllr Iain Hall (Chair)

Cllr Jim Shorting (Vice Chair)

Cllr Sharron Ricketts

Cllr Gil Merrick

Cllr Kathryn Burdis

Cllr Ian Kendall

Cllr Yvonne Kendall

Cllr Caro Paine

Cllr Mervyn Down

Cllr Paul Maxwell (SSDC)

Cllr Christopher Le Hardy (SCC)

Mrs Katharine Sheehan (Clerk)

7 Members of the public

15/303. Public Open Session

Mr Grant Wright, of Merriott Speedwatch, asked a question regarding the Speed Indicator Device (SID) and why SCC were not able to mount it on the street lighting column at Pye Corner, as it had previously been used here. Mr Wright agreed to contact the County Council directly and update the Parish Council in due course.

15/304. Apologies for Absence

Apologies for absence were received from Cllr David Collins.

15/305. Declarations of interest and grants of dispensations

None.

15/306. To approve the minutes of the Parish Council meetings held on 27th October and 9th November 2015 and sign the same

The minutes of the meetings on the above dates were signed as a true record of both meetings.

Cllr Sharron Ricketts asked that Council noted that her apologies had been sent for the previous meetings.

15/307. Matters Arising

Item 15/296: Cllr Paul Maxwell reported that he would be seeing Andrew Gunn of SSDC regarding planning development and consultation in the village on 16th December and would report back following this meeting.

15/308. Report from County Councillor

Cllr Le Hardy reported that SCC had made a major bid with 11 other South West Council in the move towards increased devolution.

Cllr Le Hardy stated that he had drafted a letter to Clipper Developments regarding the proposed platform at the Moorlands Farm development and asking that the issue now be resolved. He added that the current highways scheme had never been formally approved, but had been unable to ascertain why. Cllr Paine thanked Cllr Le Hardy for becoming involved with the project. Some discussion took place about moving the project forward

Merriott Parish Council

and Cllr Le Hardy agreed to contact the developers to ensure a meeting took place to ensure any revised highways scheme would be acceptable to all parties.

Action: Clerk to provide Cllr Le Hardy with contact details of Ian Cox and Adrian Coots of Clipper Developments.

Cllr Le Hardy to facilitate and attend site meeting with Clipper Developments, Highways and MPC representatives.

Cllr Le Hardy requested an update regarding the current position of Merriott Parish Council on Egwood Community Woods. Cllr Hall confirmed that a letter had been sent by MPC to Lopen and Hinton St George Parish Clerks, advising them that certain areas of dilgence were unresolved. Cllr Kendall confirmed that the lease wording did not provide that SCC would be responsible for the clear up of any chemical contamination, only that the tenant would not.

Cllr Paine raised the issue of improvements required to the pavement on Crewkerne Road. Cllr Le Hardy confirmed that a Small Road Improvements fund was available for works of this type. In response to a question from Cllr Ricketts, Cllr Le Hardy confirmed that the Moorlands Farm traffic calming scheme was currently his top priority.

Cllr Ian Kendall stated that the rainwater gullies in Church Street remained blocked and that a culvert cover outside Shute Springs had not been replaced or made safe despite SCC Highways department being alerted.

Action: Cllr Le Hardy to contact Highways regarding delayed gully clearance and broken culvert cover.

Residents of Moorlands Road who were attending in respect of agenda item 10a were given the opportunity to talk to Cllr Le Hardy about this issue as he was not able to stay for the whole meeting. Cllr Le Hardy reported that he understood SCC Highways were scheduled to undertake some work, possibly leaf clearance, in January and that he would be sending photos of the blockages to the Highways team ahead of the work.

Jeremy Dawson of Glen House, Moorlands Road stated that the issues stemmed from misdirected and broken drains and consequently would require a surveyor to attend. Leaf clearance would therefore not have any effect until the underlying problems were rectified. Mrs Wicks and Mr Dandridge, also of Moorlands Road, both reported additional issues with the level and condition of the drains. Mr Dandridge agreed to act as the principal contact for the Moorlands Road residents in this matter and liaise with Cllr Le Hardy and the Parish Council to organise a site visit in the area, with a surveyor present if possible.

Action: Cllr Le Hardy to establish what type of work is scheduled for January and report back to residents and Parish Council.

Moorlands Road residents left the meeting at 7.45pm.

15/309. Report from District Councillor

Merriott Parish Council

Cllr Maxwell reported that the discussions between Sedgemoor and South Somerset regarding merging services continue. He anticipated that the reduced RSG figure would be confirmed to the Council on Thursday. He also confirmed that the position of SSDC regarding Moorlands Farm was that permission had been given but would also support an alternative legal proposal.

15/310. Planning Applications currently in circulation

- a. Application 15/04586/FUL Land off Shiremoor Hill.
Cllr Ian Kendall reported that the agent had responded to some of the points MPC had previously requested clarification on and summarised this information for the benefit of Councillors. He stated that some issues, such as the proposed types of fencing, had not been addressed. Members noted that the area of land in question was a designated area of no development in the local plan.
Application consequently **REFUSED** on the basis of visual impact.
- b. Application 15/05125/FUL Boundary House, Beadon Lane.
Members noted that this revised application falls outside of the village plan development area, but that the proposed dwelling sits comfortably between the existing buildings.
Merriott Parish Council resolved to **SUPPORT** this application.
- c. Application 15/05320/LBC 38 Lower Street.
As it was established that an application within the view of a member's property constituted a prejudicial interest, Cllr. Hall declared he had such an interest in this application.
Action: Clerk to request more information on the proposed materials for this Grade II listed building.

15/311. Finance

a. November invoices due for payment

	<u>PAYEE</u>	<u>DETAILS</u>	<u>AMOUNT</u>	<u>BUDGET LINE</u>
1	Jane Jackson	Editing Christmas edition of Merriott Messenger	£135	MM
2	Parish Magazine Printing	Printing Merriott Messenger	£317	MM
3	Councillor G Merrick	Reimbursement for Bob Norton memorial bench plaque	£37.80	Rec
4	Yarcombe Woodland Products	Bob Norton Memorial bench	£242.88	Rec
5	Wessex Water	Pavilion/bowls club water supply – including for leakage	£338.55 HOLD	Pavilion utilities
6	SSDC Ranger Service	Final Ranger service invoice	£244.80	Lengths man/Ranger service

Merriott Parish Council

7	K Sheehan	Clerk's salary	£172.25	Clerk's salary
8	K Sheehan	Office expenses – stationery, Clerk's guide, mileage etc	£51.94	Office costs
9	M Rowswell	Groundsman's salary, including 4 x £25 back payments for Pavilion duties	£221.60	Groundsman's salary
10	Allen Computing Services	Maintenance to Council PC	£96	Office costs
11	Allen Computing Services	LiveDrive Cloud back up installed to Clerk's computer	£30	Office costs
12	Richard Keylock Accountancy Services	Payroll November	£24	Clerk's salary
13	Iain Hall	Replacement locks for Pavilion	£72.53	Pavilion maintenance/security
14	Iain Hall	Roof Slates	£14.40	Pavilion maintenance
	TOTAL		£1998.75	

Proposed Cllr J Shorting

Seconded Cllr Y Kendall

Resolved

All payments were approved, with the exception of the payment to Wessex Water, which would be held until a response was received to the most recent correspondence regarding the water leakage in July.

b. To consider payments received

	<u>NAME</u>	<u>DETAILS</u>	<u>AMOUNT</u>	<u>BUDGET LINE</u>
1	MYFC	Payment for matches/pavilion between 11 th October 2015 and November 29 th 2015	£210	MYFC
2	MRFC	Pitch fees for September, October, November and December 2015	£250	MRFC
3	Mrs L Greentree	Pavilion hire – private function	£20	Pavilion income

Merriott Parish Council

5		TOTAL	£480	
---	--	-------	------	--

- c. To consider a proposal from the Finance Working Party to pay Clerk's overtime for November and December.**

Members of the Finance Working Party put forward a proposal to pay overtime to the Clerk for a fixed period of November and December to enable some of the backlog relating to the period where no Clerk was in place to be cleared. Cllr Burdis suggested that the issue of Clerk's hours be looked at again in January.

Proposed: Cllr I Hall

Seconded: Cllr K Burdis

Resolved

- d. To consider a report on using internet banking**

Councillors considered a report prepared by the Clerk on the use of internet banking. After some discussion, Cllrs Burdis, Ricketts and Paine agreed to apply for internet banking access.

Action: Clerk to contact Natwest about next steps in applying for internet banking. Clerk to contact Andy Allen about suitable security measures for users' computers.

- e. To consider amendments to outline Budget and Precept 2016/17**

Cllr Hall introduced the draft budget, stating that he hoped to be able to include 'bring forward' figures for the beginning and end of each year. After some discussion, amendments were made to the budget, including additional contingency funds for commitments relating to Egwood. Councillors also noted that s106 funds from the Moorlands Farm and Broadway developments were likely to be realised during the course of the next financial year.

Action: Clerk to make identified amendments to budget and bring revised Budget and proposed precept to January's meeting. Clerk to contact internal auditor regarding previous years' CTRS allocation.

- f. Quarterly report – December 2015**

Members noted the previously circulated report outlining the year to date financial position.

- g. To consider paying membership of SLCC**

Councillors agreed to pay the Clerk's membership of SLCC, split 60-40% with the Clerk's other Council. The total cost of membership would be £111.

15/312. Highways

Cllr Hall thanked Cllr Paine for her report. Members considered a proposal to register a formal complaint against Somerset County Council for the delays to the Moorlands Farm development. After discussion, it was agreed to revisit this issue in January when Councillor Le Hardy would hopefully be able to report back from his meeting with Clipper Developments.

Action: Clerk to prepare draft of letter to clarify the various highways issues that MPC are currently concerned about to be sent to Cllr Le Hardy. Cllr Paine to provide outline comments/briefing to Clerk on the following issues – Moorlands Road, Church Street,

Merriott Parish Council

Moorlands Farm, blocked Church Street drains, broken inspection covers and dangerous pavements on Shiremoor Hill.

Cllr Paine to ask Cllr Le Hardy how to apply to the Small Road Improvements Fund for improvements to the Crewkerne Road pavement.

Road name suggestions relating to the Moorlands Farm and Tail Mill Lane developments were considered and no objections raised.

Action: Clerk to contact SSDC to say that MPC has no objections to the proposed road names.

15/313. Recreation Ground

Councillor Yvonne Kendall reported that she had undertaken the monthly Recreation Ground inspection and that part of the willow branches overhanging the zip wire had been trimmed back. However, all other actions remained outstanding.

Councillors agreed it would be a good opportunity to ensure that the list of actions and duties relating to the Recreation Ground and Pavilion was current and achievable.

Action: Cllrs Y Kendall and M Down to look at current job description.

Cllr Shorting updated the Council on his research on electricity suppliers for the pavilion. He had been able to identify a business tariff with EON, the charges for which were 20% lower than the current tariff. The decision, as made at the November meeting of Merriott Parish Council, was reaffirmed to delegate the Clerk to make the necessary change of supplier.

Action: Clerk to change Pavilion energy supplier from EDF to EON.

Cllr Shorting informed Councillors that he had obtained three quotes for the removal of the car park shed which ranged from £730 to £1800 (not including VAT). After comparing the quotes it was agreed to proceed with the first quote obtained, for £730 + VAT. Certificates of EL and PL insurances would need to be requested.

Action: Cllr Shorting to instruct work on car park to commence and arrange for Clerk to receive copies of EL and PL insurance certificates. Car park to be cordoned off the night before work is scheduled.

Action: Cllr Hall to purchase additional step ladder for the Pavilion storage areas.

Action: Cllr Y Kendall to take monthly water meter readings at Recreation Ground.

15/314. Egwood Parish Wood

Members noted that a letter from the Clerk outlining the Council's position from the November meeting had been agreed by the Egwood Working Party and sent to the Lopen and Hinton St George Clerks on 3rd December. An acknowledgement had been received from Hinton St George, who had passed the letter to the Chair and Councillor leading on Egwood issues. Councillors agreed that they would wait to receive a response from Lopen and Hinton St George Parish Councils.

Merriott Parish Council

15/315. Emergency Planning

Agreed to be discussed at the meeting in January.

Action: Clerk to obtain copy of recent Emergency Plans from other Parish Councils for reference.

15/316. Items for the next meeting

- Emergency Planning
- Planning Development Statement
- Budget and Precept 2016/17

15/317. Date and location of the next meeting

Monday 11th January 2016, 7pm, Tithe Barn.

The meeting closed at 10.05pm.