

MERRIOTT PARISH COUNCIL

Minutes of monthly PARISH COUNCIL meeting held APRIL 7TH 2014.

OPEN SESSION: One member of the public present.

- Shyners Lane: There is a large overhang at the bottom which would benefit from coppicing.
- Concern that the proposed footway from Newchester into Church Street is not the priority it appears as Merriottsford puts pedestrians more at risk with the lined walk way. Do parents really walk to school? Most drop them off by car as they go to work.
- The tulip trees in the Churchyard need reducing.
- Is the Village Plan really reflective and value for money when there was only a 15% response to the questionnaire?
- The Messenger provides an update from the developer on the Moorlands site however there is no mention of the doctors surgery which was a pivotal reason for the support from the Parish Council and Village for the site development.

Meeting opened at 7.12hrs

PRESENT: Mr A Wallis (Chairman) Mr G Merrick, Mr J Shorting, Mr N Sumpter, Mrs S Sumpter.

APOLOGIES FOR ABSENCE: Mr I Noble (away on business), Mr S Bending (unwell) Mr B Norton (working) Mr P Maxwell (away on holiday), Mr C Le Hardy(attending another meeting). Mr M Steer.

IN ATTENDANCE: Marion Andrews (Clerk).

CODE OF CONDUCT AND DECLARATIONS OF INTEREST:

The Chairman asked members for declarations of interest.

All members declared an interest in the Pavilion Project, Budget and Precept and have signed a Dispensation Form to cover Discussion on Financial issues. In addition;

2014/081 Cllr Merrick declared a personal interest in agenda item 19 being an allotment holder.

2014/082 Cllr Shorting declared a personal interest in agenda item 19 being an allotment holder.

MINUTES OF THE LAST MEETING

The minutes of the monthly meeting held on March 3rd were reviewed.

2014/083 It was proposed by Cllr Shorting and unanimously **RESOLVED** that the chairman sign them as a correct record.

MATTERS ARISING

There were no immediate matters arising.

2014/084 The following **ACTION** points from previous meetings were reviewed.

2009/314 point 10 Lowering of kerbs a Manor Drive, Bakehouse Corner, Townsend Corner, Sherlands corner. **ACTION:** Now submitted by CC as small highways improvement scheme 2014/15.

2011/173, 2011/283 Cllr Maxwell to pursue the conservation of the bollards at Evergreen path. The Clerk awaits a copy of a form from Cllr Maxwell (re English Heritage). **ACTION:** Cllr Maxwell meeting English Heritage August 2013. Ongoing.

2013/500 Groundsman Contract Update Winter/Summer months. **Action:** Agenda April 14.

Open forum – Selling of property at the Piece, Hitchen dedicated Social Housing. **Action:** Cllr Bending. Report April meeting.

2014/060 Cllr Bending to meet CC to view flood areas etc in Village.

2014/062 Letter to Crewkerne Town Council re Boundary Review. Sent Completed

2014/069 Contact Westend Tree Services for Tree Risk Assessment. Report to April meeting. Completed.

2014/078 Request quote from Wall to Wall. Completed

2014/078 Letters of intent to Ricketts, Minster, Jaycees & Spillers ironmongery. Completed.

2014/080 Review Pavilion Revenue Plan with proposed costs. Cllr Noble. Completed. April meeting.

DISTRICT COUNCILLOR - No report

COUNTY COUNCILLOR - No report

FINANCE

The following Invoices received in March were present for payment

PAYEE	DETAILS	AMOUNT	BUDGET LINE	FOR PAYMENT	CHQ NO.
Spillers Ironmongery	Pro Forma Sale Schedule	£962.71 vat £192.54 Total: £1155.25	Pavilion	Agreed AW/MA Signed 31/3 to release goods.	3054
M Andrews	35.5 @ 11.296 Travel 40@52.7 Telephone Office Allowance Expenditure	£401.00 less PAYE £80.20=£320.80 21.08 5.00 20.00 2.10 TOTAL: £368.98	Clerk	Yes	3055
Tithe Barn	March x 1	£16.00	Hall Rental	Yes	3056
M Rowswell	March Winter Hours 25 @ £6.50	£162.50 less PAYE £34.40 Total: £130.10 Total: £130.10	Groundsman	Yes	3057
J Jackson	Merriott Messenger April edit	£80.00	Messenger	Yes	3058
Parish Magazine Printing	April Edition	£195.00	Messenger	Yes	3059
FWB Printing	Village Plan (SSDC Grant £200 Village Plan £191 MPC Grant £230, MM £200)	Total £821.00	Grants & Reserves	Yes	3060
Wilkins Safety	Final 40% fees following completion of works	£400 + vat £80 Total: £480.00	Pavilion	Yes	3061
P Cox	Invoice 1118D + 8% interest	£2,500 + £649.28 Total: £3149.28	Pavilion	No	-
K Self	Intruder Alarm	Invoice 0115 £1097.80 part payment £500 Outstanding Total: £597.80	Pavilion	Yes	3062
B Andrews Associates	Tree Risk Assessment	£180	Rec Grd	Yes	3063
J Bowman	Village Plan distribution expenses	£18.25	MM	Yes	3064

2014/085 Cllr N Sumpter proposed payment of the Invoices as indicated. ACTION: Clerk

2014/086 The Clerk reported the following deposits

Yeovil Wellbeing Grant Pavilion	£1,000
A J Wakely for Adams	£325.00
C Martin - MM	£100.00
C Osborne –MM	£100.00

2014/087 Internal Audit: Mr H Lovegrove is retiring after the audit this year which is booked for May. Darkin Miller-Chartered Accountants are offering the same service with his support. The Clerk/RFO recommended to engage them for 2014/15. Cllr S Sumpter proposed that Council engage Darkin Miller for Internal Audit. Unanimously Resolved.

2014/088 External Audit: The appointed Auditor Grant Thornton have sent out the papers and audit time table. Submissions are requested by June 9th. Statutory deadline 30 June. The Clerk will ask to extend the submission time line as the parish council meeting where the Audit will be signed is June 9th.

2014/089 Annual Insurance: Came & Co have provided the cover for the last three years. The contract comes to end this year. Do members wish the Clerk to find a comparison? ACTION: Clerk to request further quotes.

2014/090 The Non Domestic Rate Bill 2014/15 for the Recreation Ground is subject to Rate Relief again therefore there is no payment. This is the last year for the Relief.

PLANNING AND PLANNING MATTERS

The following applications had been passed to Cllr Bending to review and report at the meeting.

1) APPLICATION 14/00207/FUL APPLICANT: CAREFORD LODGE Ltd. PROPOSAL: The erection of 2 semi detached residential lodge buildings.

(2)APPLICATION 14/00205/FUL Ms Moody. PROPOSAL: Use of garage for living accommodation(Retrospective Application. LOCATION:N 96 Hitchen. Merriott.

Without the input from Cllr Bending members were unable to make comment Not having reviewed the applications.

DETERMINATION OF APPLICATION:

(3) MERRIOTT SOCIAL CLUB:- Toilet facilities and change of use of land GRANTED WITH CONDITIONS.

(4) 31 Church Street:- Single Storey front extension – APPROVED BY DELEGATION

ADVICE OF FORTHCOMING PUBLIC INQUIRY

Land at Goldwell Farm, Yeovil Road, 23rd April 10.00 SSDC Council Chamber.

2014/090 Knightstone Housing – The Piece. Merriott. One of ten properties was sold in year 2000 under the Right to Buy Scheme. Knightstone cannot locate anywhere on the Land Registry a restriction against the Title Deeds that does not allow the disposal of these properties.

In 1995/7 the Parish Council worked to have these properties designated as Local Social Housing. ACTION: Clerk to continue research with a view to regenerating the previous decision.

RECREATION GROUND

2014/091 Tree Survey: The detailed report was circulated prior to the meeting. Following discussion as to the priorities it was AGREED that Cllr Merrick review the recommendations and report at the next meeting. ACTION Cllr Merrick

2014/092 Booking for Cricket Match: A booking as been received from Crewkerne Club for game on June 7th. The Booking form has been completed and returned.

2014/093 Memorial Bench: Mr Cooper has been in touch and is going ahead with the purchase of picnic style bench. Siteing and installation to be agreed. Next meeting.

2014/094 March feedback received via e mail from Cllr Steer:- Pathway needs attention, Basketball hoop net needs replacing, small old cabin door kicked in, fencing pins around goal mouth and cricket wicket to be removed as a hazard to young children, overhanging trees in play area need cutting back, the water pipe to the wicket was damaged when footings done. Has this been repaired?

2014/095 Groundsman work for April – Path Care, Clear ditches, prune back trees.

Liaison Cllr S Sumpter.

HIGHWAYS & FOOTPATHS – No updates

TRANSFER OF EGWOOD- No updates

LENGTHSMAN SCHEME

2014/096 Work to be advised for April.. To purchase weed killer and attend to recreation ground path edge and tennis court. Clear drains.

CHURCHYARD

2014/097 Acknowledgment and thanks for the promise of a grant in support of the Lych gate repair. Work starting April 28th.

2014/098 Headstone repairs: The 9 unsafe and unseen headstones have been repaired. There are 6 aesthetic ones at the front still to be done. The estimate for the work was £1,105-£1,425 for all stones but the actual cost of just 6 was £1,172. Comment was made that there was a response from families interested in contributing to the repair however this was not followed up by the PCC. Members expressed disappointment that half of the cost was awarded by the Council in the expectation that all the work would be done and even with an explanation of the cost there should be an effort made to complete the work.

2014/099 Extension of footpath: The Parish Council is eager for there to be safe access to the burial ground and for this request to be considered important.

The Parish Council will be pleased to enter into negotiations with the PCC and to assist in order to ensure that the headstones and pathway are actioned. ACTION: Clerk to write to PCC.

VILLAGE PLAN

2014/100 The Chairman reported that Mr Bowman has produced a circulation list beyond the Village for the new updated version. A covering letter has been signed from the parish council chairman. It is suggested that there is a Public meeting on June 18th. AGREED. Venue to be advised.

DUE TO THE PRIVATE AND CONFIDENTIAL FINANCIAL INFORMATION FOR DISCUSSION THIS PART OF THE MEETING WAS CLOSED TO THE PRESS AND PUBLIC.

COMMUNITY PAVILION PROJECT

2014/101 Cllr Shorting reported:

- Ricketts electrical confirmed an additional cost of £465 for the Heat recovery system which was accepted.
- Letters of instruction to proceed have been issued to the contractors following last month's meeting.
- A site meeting with contractors to discuss interface between trade and programme. Each party now aware of each other's scope of work.

PROGRESS

- Jaycee Plumbing commenced today with decommissioning, disconnection and removals. They anticipate a 3 week programme subject to equipment availability.
- Ricketts Electrical also commencing late this week with a 4 week programme required.
- KS securities will return to site to complete when permanent power is on.
- Pavilion cladding 70% completed
- External Store doors fitted
- Internal window cills completed.

NEXT STEPS

- Shed Cladding
- Complete window linings
- Ironmongery fitment
- Electric meter required ASAP. Is there a preferred shipper? EDF possibly.
- Parish Council to purchase the Clock

Unfortunately the Building Control Officer was unable to make the meeting last week as documentation requirements need to be ascertained.

2014/102 Flooring quotes were reviewed. It was AGREED to accept P Ford. ACTION : Clerk to confirm price and ask lead in time.

2014/103 Disabled Entrance: Only one quote from Pipecraft. ACTION: Clerk to pursue another two contractors quotes.

2014/104 Letter from P Cox. ACTION: Clerk to respond.

PAVILION HIRE FEES

Following last months meeting Cllr Noble has assessed the proposed fees against the 5year sustainability programme and should provide sufficient income.

2014/105 It was Proposed by Cllr S Sumpter that the following hire fees are applied for 2014/15 and reviewed after a year.

Senior Football Match £10, Youth Team Sunday whole day £20, Youth Team Saturday half day £10, Cricket weekend day £20, Cricket mid week evening match £10. Private Hire £20.

Seconded by Cllr Merrick and unanimously RESOLVED. ACTION: Clerk to inform Clubs.

GROUNDSMAN CONTRACT

2014/106 The groundsman has requested that the summer hours are from May – Oct inclusive and winter hours Nov – April inclusive. RESOLVED. ACTION: Clerk to update and provide a new contract.

CORRESPONDANCE FOR ACTION

The majority of correspondence is received by e mail and circulated to members that have computer access.

ITEMS FOR NEXT MEETING

Allotment Rent – request from Mr Witcombe.

ITEMS OF NOTE

Register of Electors has been received.

Fence renewal Greys Road approaching from Shyners Terrace

Village Hall withdrawing from Notice board project

Information from Yeovil Hospital news letter and Crewkerne Health Centre patient forum sent for Messenger.

Cllr Wallis informed members that he has to concentrate on his family and business and will be leaving the Parish Council after more than 15 years.

Meeting closed 21.10hrs.

DATE OF NEXT MEETING:

Monday May 19th Annual Parish Council (election of Chairman) 7.00pm (19.00hrs.) followed by the monthly Parish Council meeting for May. Merriott Tithe Barn.