

MERRIOTT PARISH COUNCIL

Minutes of the monthly PARISH COUNCIL meeting held AUGUST 5th 2013

Session opened 19.00hrs

OPEN SESSION: 5 MEMBERS OF THE PUBLIC PRESENT, 4 Residents, 1 MYFC representative.

Mr Hall: Church Street pavement: Comment made that the street when walked gives ample room for cars to pass pedestrians safely. **Dropped kerbs:** Will the County Councillor be supporting this with the additional funding for 4 pairs in the village? *On the agenda* **Moorlands traffic calming:** Has there been a response on the request for a table at the entrance to the Moorlands development? *No, Mr Gunn has sent the letters to Highways but there has been no response.* **Any progress on the Health Centre?** *No new information received.* **Community Pavilion-** Very pleasing to see this is progressing. **Churchyard headstones repair & Footpath** – *Rev Hicks responded saying the most dangerous ones have been repaired and there are others but additional funding is required but some people appreciate the natural fallage. There is no plan for a footway as it is a matter of prioritising finances.* **Shayners Lane:** There is a need for foliage to be cut back please.

MYFC: Will the small pitch be available by Sept 15th for the first game? *The Community Pavilion build has to be completed before the pitch can be marked out. It is unlikely.* Can the big pitch be marked out ready for the Season starting Sept 8th *Yes, the Groundsman will be instructed to do so. He will probably request some help from the club to do this.*

Meeting opened 19.25hrs

PRESENT: Mr A Wallis (Chairman), Mr S Bending, Mr G Merrick, Mr I Noble, Mrs S Sumpter, Mr B Norton arrived 19.25 hrs

IN ATTENDANCE: Marion Andrews (Clerk) Mr P Maxwell (District Councillor) until 8pm, Mr C Le Hardy (County Councillor) until 8pm.

APOLOGIES FOR ABSENCE: Mr M Steer on holiday

CODE OF CONDUCT AND DECLARATIONS OF INTEREST:

The Chairman asked members for declarations of interest.

All members have signed a Dispensation Form to cover Discussion on the Pavilion Project Finances.

2013/349 Cllr Sumpter item 10 Community Pavilion

2013/350 Cllr Norton item 10 Community Pavilion

2013/351 Cllr Merrick item 10 Community Pavilion & item 11 Recreation Ground as his family are members of MYFC.

2013/352 Cllr Bending item 10 Community Pavilion & item 11 Recreation Ground as his family are members of MYFC.

2013/353 Cllr Noble item 10 Community Pavilion

2013/354 Cllr Wallis item 10 Community Pavilion.

MINUTES OF THE LAST MEETING

2013/355 The minutes of the monthly Parish Council meeting held on July 1st 2013 were reviewed. Proposed by Cllr Bending that they are a correct record. Unanimously **RESOLVED**

2013/356 The minutes of the Extraordinary Parish Council meeting held on July 15th 2013 were reviewed. Proposed by Cllr Merrick that they are a correct record. Unanimously **RESOLVED**.

MATTERS ARISING

There were no matters arising

2013/357 The following **ACTION** points from previous meetings were reviewed.

2009/314 point 10 Lowering of kerbs at Manor House & Careford Lodge – matter resting with County Councillor P Maxwell. 13/5/2013 **ACTION:** Ask County Cllr to progress. **ACTION:** 3/6/2013

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 to report at next meeting July 2013. Agenda August.

2013/227 User Agreement – Cllr Noble & Clerk to review and produce draft. –Agenda August

2013/108 Broadway traffic calming – letter to Mr A Gunn. ACTION: Clerk –Completed end June BUT no response from Highways –ONGOING

2013/321 Inform Bowls Club of Drain issues – completed.

2013/331 Letter to County councilor re Church Street footpath request and grant request for dropped kerbs. Completed. August agenda.

2013/333 Opening of Courtmill pathway. Outstanding – Clerk to action.

2013/335 Neighbourhood Plan – contact Queen Camel PC . August Agenda .

REPORT FROM DISTRICT COUNCILLOR

2013/358 Cllr Maxwell reported

- SSDC Local Plan has been preliminary inspected by Government. 85% of it is sound. There are issues with the urban extension in Yeovil. SSDC are to review and consult on new plans. Therefore it is suspended for 6 months.
- Bollard at Evergreen Path and Shyners Terrace. A meeting with English Heritage is arranged for August 22nd at 2.30hrs.

Questions from Council: At the Area West meeting in August the Grant request from Merriott for the Community Pavilion will be presented. Will the Councillor please support this?

REPORT FROM COUNTY COUNCILLOR

2013/359 Cllr Le Hardy reported

- A second brief has been sent out to Clerks to circulated. Topics covered are Somerset Community Covenant with the Armed Forces, Highways Update on Governments A303 pledge. County Council Highways maintenance. New Nuclear millions welcomed. (This will be posted on the PC Noticeboard).
- Dropped kerbs: Does not think his allocation fits this grant request. He will ask Mr Fear to find the required funds.
- Church Street Pavement: This has been entered onto the list of village requirements.
- Merriott is fortunate to have traffic calming in the village.

Questions from Council: The traffic calming in Broadway, Merriott is inadequate and would not be recommended today. The request for a table in Broadway is a good and inexpensive way of improving the scheme.

UPDATED VILLAGE PLAN

2013/360 Mr Bowman lead for the Village Plan Implementation Group supported by Rev Hicks and Mrs Paull, gave a comprehensive report on the results from the update questionnaire. There was a poor response of 15%. An important request is regarding the lack of transport from the village into Crewkerne and Yeovil. Since the questionnaire contact with the Crewkerne Voluntary Transport may bring about a supplementary service. Mr Bowman AGREED to continue investigating with the group how to improve access to transport.

The Chairman asked Council to accept the report, which was RESOLVED unanimously agreeing that it will give a focus for the future. Consideration on publishing the results to supplement the current Village Plan will be given and for Council to include a statement.

FINANCE

2013/361 The Clerk presented the first quarter financial report: There is nothing unusual in the expenditure against budget within the first three months. The Bank Reconciliation is Bonus Saver £21,277.68 & Current Account £16,632.26 at the end of June. A total of £37,909.94.

2013/362 The following Deposits were made in July.

Donation from DVD sales -	£110.00	H Lovegrove repayment	£36.00
Allen Com – Messenger	£100.00	Jaycee Plumbing –Messenger	£100.00
Careford Lodge –Messenger	£100.00	V Cooper –Messenger	£100.00
Merriott Bowls 2 nd Quarter rent-	£120.00		
Martin&Co –Messenger	£100.00		

2013/363 The following Invoices received in July were presented for payment.

PAYEE	DETAILS	AMOUNT	BUDGET LINE	FOR PAYMENT	CHQ NO.
P Cox	Labour for 2 wks 15/7-27/7 Invoice 1092	£10,300	Pavilion	Agreed AW &MA	2904
P Cox	Petty Cash Invoice 1093	£5,000	Pavilion	Agreed AW & MA	2904
M Andrews	40hrs @10.841 Travel 30@52.7 Telephone Office Allowance	£433.63 less PAYE £86.80=£346.84 £15.81 £5.00 £20.00 Total: £387.65	Clerk	Yes	2905
Tithe Barn	July x 2	£32.00	Hall Rental	Yes	2906
K Nolan	August Edit	£80.00	Messenger	Yes	2907
PMP	August Print	£195.00	Messenger	Yes	2908
KS Electrical	Security (various as agreed)	£3,410.50	Security	Yes	2910
M Rowswell	50hrs @ £6.50 Fuel £11.25 + VAT£2.25	£325 less PAYE £65 =£260 £13.50 TOTAL: £273.50	Groundsman	Yes	2911
M Down	Mowing x1 cut in JULY	£240	Churchyard	Yes	2912
M Paull	Gang Mower Service, Lawn Mower repair	£100.00	Maintenance	Yes	2913
Roofing gear	Roofing supplies	£5,070.63 + vat £1,014.01 TOTAL= £6084.64	Pavilion	Yes	2914
J Wratten	Professional fees For July	£954.90 +vat £190.98 TOTAL=£1,145.88	Pavilion	Yes	2915

2013/364 Cllr Bending Proposed the Invoices be paid. Unanimously RESOLVED

2013/365 The Chairman proposed that he and the Clerk have the permission of Council to check and sign payments for the Pavilion build within the next month. Unanimously RESOLVED.

PLANNING AND PLANNING MATTERS

2013/366 Cllr Merrick reported on

- (1) **APPLICATION 13/02547/FUL APPLICANT: Mr N Witcombe PROPOSAL: Erection of Agricultural building to winter house cattle and store farm machinery. LOCATION: Manor Farm, Lower Street, MERRIOTT.** *Consideration has been given to the neighbours and the listed buildings. Recommends APPROVAL.*

DETERMINATION OF APPLICATION FOR PLANNING PERMISSION.

- (2) LOCATION: Manor Farm, Lower Street, - Insertion of elliptical window – GRANTED
(3) LOCATION: 72 Lower Street, - Alterations to out buildings – GRANTED
(4) LOCATION: Broadway Farm, Broadway- Conversion & extension of barns – GRANTED.

COMMUNITY PAVILION PROJECT

2013/367 The Chairman reported that good progress is being made. He is having daily contact with the contractor in the absence of the Project Manager. Over the weekend timber and other building bits were stolen from site. The Chairman showed members the Glow lights for the toilet areas and the waterproof fluorescent light for other areas. A diagram of the air exchange/ventilation system was shared. It has been confirmed by Western Power that a 3 phase electrical system will be required at a cost of £3,500. The ducting will be used to access a new box at £45 per metre. It will then be taken into the building at a cost of £14 per metre by the electrician. As water pressure is poor booster pumps will be installed. Showers are to have a push button operation. K Self to be asked to make contact with the contractor to plan for the security electrics. ACTION Cllr Noble to ask about CCTV signs. China sanitary ware has been AGREED as anything more high spec could be targeted for removal.

2013/368 **Income and Expenditure to the end of July:** A spread sheet was circulated to members with the agenda.

2013/369 **Grant Funding:** A cheque from Waitrose tokens for £231 has been received. There is £1,000 promised from Yeovil Health and Well Being. £500 is being donated for a Clock.

The Chairman asked that members attend the SSDC Area West meeting on August 21st to support the application for £12,500. The Clerk will send details as they arrive.

RECREATION GROUND

2013/370 **Security System** –Cllr Noble reported that the faulty camera has been replaced and other camouflaged cameras are being installed. The recent fly tipping has been identified on camera with good pictures of the vehicle and person. Training sessions on the use of the equipment for nominated personnel is to be arranged.

2013/371 **Draft User Agreement for Pitches and Pavilion** – Cllr Noble tabled a revision and new draft copy incorporating ideas from other areas with a hope of making it a more easily to read document. ACTION: Cllr Bending and Cllr Sumpter to review the document.

2013/372 **Pitch Fees:** The Clerk tabled a spread sheet of current fees from other local areas. Initially it appears that current fees applied by Merriott are within the range. The cost of the hire of the Pavilion needs to be ascertained. ACTION: For review by Cllr Bending, Cllr Noble and Clerk

2013/373 The Clerk has received a enquiry as to whether a memorial bench for the Recreation Ground would be acceptable. Members suggested that a picnic type bench would be more beneficial. ACTION: Clerk to make contact with Mr Cooper.

2013/374 Cllr Merrick reported from his monthly inspection that since the start of the school holidays the amount of ground litter has increased. He would recommend that 3 additional bins are required sited next to the tennis court, in the Car Park and down the right hand side. Paths need sweeping and the ditches need clearing. A broken branch has been trimmed back. Cllr Wallis inspecting and liaison the area for August.

HIGHWAYS AND FOOTPATHS

2013/375 **Speedwatch Group:** Cllr Sumpter reported: Mr Wright and the group have had a rewarding first month in action clocking over 2,000 vehicles from the various vantage points, from which there have been 75 speeders with 30% of these doing over 40mph in the 30 limit. The Police have supported some sessions and speeders have been given speeding tickets. The Yellow Jackets alone alerts drivers to reduce speed which can only be good. Boozer Pit and Church Street are

additional areas to be risk assessed as vantage points. Mr Wright has provided a report for the Merriott Messenger.

2013/376 Dropped Kerbs: The Clerk will follow up with Mr Fear regarding assessing the identified areas. ACTION Clerk.

2013/377 Church Street Footpath: This has been added to the SCC list.

2013/378 A resident has given a list of footpaths where the vegetation needs attention . This will be passed to the Lengthsman when he returns from leave next week.

NEIGHBOURHOOD PLAN

2013/379 The Clerk has had a conversation with the Chairman of the Queen Camel PC which has been a pilot area selected by SSDC. They are two years into the process. It is highly recommended that a committed steering group is established from the start. In order to make a final decision it was AGREED that Mr Norris from Policy Planning is invited to the next meeting to inform Council of the process and its value. ACTION: Clerk to contact Mr Norris.

TRANSFER OF EGWOOD TO PARISHES

No action in month.

FLOOD MITIGATION

2013/380 The Chairman and Cllr Maxwell identified a number of areas within Merriott that require regular drain clearance to avoid flooding. The Clerk apologized that she missed the submission deadline to SCC but will forward the information to County Councillor Mr Le Hardy. ACTION Clerk.

LENGTHSMAN SCHEME

2013/381 There has been rapid growth of vegetation with the recent rain. A list of footpath clearance has been compiled and will be passed to him on his return from leave. There is a Lengthsman Group meeting soon. ACTION: Cllr Wallis.

CORRESPONDANCE FOR ACTION

Numerous e mails were received in month and selected ones forwarded to members.

- Nominations for the Chairman's award, recognizing work within the Village are required early September. Margaret Oliver was suggested. Cllr Bending to provide a resume.

ITEMS FOR NEXT MEETING: Transport Group & Village Plan.

Meeting closed at 21.45hrs

DATE OF NEXT MEETING:

**Monthly PARISH COUNCIL meeting SEPTEMBER 2nd 2013. 19.00hrs
MERRIOTT TITHE BARN.**