

**MINUTES OF MONTACUTE PARISH COUNCIL**  
**MONTHLY MEETING HELD ON TUESDAY 24<sup>TH</sup> JANUARY 2023**  
**IN THE VILLAGE HALL**



**23/001/a PRESENT:**

**Members:** Mrs C Saint (Chairman), Mrs L Drayton, Mr M Myram, Mr B Owen, Mr T Harper, and Mr D Warry

**Others:** Mrs S Moore (Clerk), and one member of the public

**23/001/b APOLOGIES:**

Mr J Davies, Mr A McFarlane, Mrs S Richings Mr Mike Hewitson (County and Unitary Authority Councillor), Mr Tony Capozzoli (District Councillor) and Mr Oliver Patrick (County and Unitary Authority Councillor)

**23/002 DECLARATIONS OF INTEREST**

None declared.

**23/003 PUBLIC SESSION**

The Secretary of the Gardening Club introduced himself and said that the Gardening Club will be hosting to events which could be of interest to allotment holders and agreed to send details to Cllrs Harper and Saint.

*(Cllr Warry entered the meeting)*

**23/004 DISTRICT & COUNTY COUNCILLORS**

**23/004/a** District Councillor

No report received.

**23/004/b** County Councillor

No report received.

**23/005 MINUTES OF PREVIOUS MEETING**

It was RESOLVED to approve and sign the Minutes of the November Parish Council meeting.

**23/006 MATTERS ARISING FROM MINUTES**

Review of Actions List

- Recreation Ground Gate Keys: Cllr Harper and the Clerk arranged to meet to sort out the keys for the recreation ground. **Action Cllr Harper & Clerk**
- Dangerous Parking in Yeovil Road: The Clerk agreed to print off 'No Parking' notices. Cllr Owen agreed to put the signs up on the wall by the grass verge. **Action Clerk & Cllr Owen**
- Business Continuity Plan: No action had been taken. It was agreed that it should be called the Village Emergency Plan. A discussion was held, and it was agreed that if the Plan was in place then volunteers could have helped with the gritting. Cllr Saint asked Cllr Warry to check the level of salt in the grit bins and to find out the where the grit bin was in Lower Hyde Road. It was agreed to put a notice in the village magazine asking for help. **Action Cllr Warry & Clerk**
- Broken Play Equipment - Chicken Springer: The Clerk reported that she had contact Play UK who advised that Wicksteed Leisure should be contacted to find out whether they could provide a replacement spring. Cllr Saint agreed to take a photograph of the piece of equipment. **Action Cllr Saint**
- National Trust Hedges: The National Trust has said the hedge in Back Lane will be cut back in due course. Cllr McFarlane will contract the National Trust regarding the hedge in the recreation ground.

**23/007 EMERGENCY PLAN**

This item was discussed under *Minute ref: 23/006*.

## **23/008            SPORTS & LEISURE**

### **23/008/a            Play Area & Recreation Ground**

i.    Play Area

Cllr Richings report had been circulated to councillors.

The Clerk reported that there had been a delay in the independent annual play area inspection, and she had been assured that this will be done as soon as possible.

ii.   Pavilion Project

The draft tender document for the project work was circulated to councillors. It was RESOLVED to approve the document. The Clerk said agreed to send this out to building contractors.

**Action Clerk**

iii.   King's Coronation

The Working Group met to discuss the organisation of a village event. It was recommended to hold a village picnic on the recreation ground on Sunday, 7<sup>th</sup> May. It was agreed to invite the village organisations to take part in helping with the celebrations.

**Action Clerk**

*(Cllr Harper left the meeting)*

It was agreed to apply for a music licence.

**Action Clerk**

*(Cllr Harper re-entered the meeting)*

### **23/008/b            Any Other Issues**

None declared.

## **23/009            VILLAGE ENVIRONMENT**

### **23/009/a            Allotments**

There was no update on the allotments.

It was agreed to hold the Allotment Holders meeting on 11<sup>th</sup> March at 10am.

Cllr Harper asked for a copy of the letter sent to allotment holders. Cllr Harper said that he has not received any new enquiries. The Clerk agreed to email a copy of the tenancy agreement and rules to Cllr Harper.

It was agreed to advertise the vacancies in the village magazine and on the village Facebook page.

**Action Cllr Harper & Clerk**

### **23/009/b            Crime & Anti-Social Behaviour**

No report received.

### **23/009/c            Footpaths**

No report received.

### **23/009/d            Ground Maintenance**

The Clerk said that Stoke sub Hamdon Parish Council have asked whether Montacute Parish Council would consider combining our ground maintenance contracts which could potentially prove cost effective for both parishes. A discussion was held, and it was agreed to arrange a meeting.

**Action Clerk**

### **23/009/e            Highways & Transport**

i.    Speed Indicator Device/Speedwatch

Cllr Myram gave his report on Speedwatch. Unfortunately, only one session has been held in nine weeks due to unavailability of the volunteers.

ii.   Transport Strategy Group

The Transport Strategy Group gave their report and a discussion was held on what could be done in the immediate future and what would be considered as long term projects.

iii.   Road Closure

The Clerk reported that Montacute Road between Montacute and Tintinhull near the junction with Perrins Hill will be closed to enable USL to carry out work to replace BT poles. The road will be closed on 2<sup>nd</sup> February between 8am and 4pm for 1 day.

iv.   Pothole

It was reported that there was an very large pothole at the end of Smith's Row/Bishopston which needed reporting to Highways.

**Action Clerk**

### **23/009/f            National Trust**

No report given.

### **23/009/g            Street Lighting**

No report

### **23/009/h            Triangle Trust**

Cllr Warry reported that the Triangle Trust AGM will be on 25<sup>th</sup> January at the All Saints Hall in Stoke sub Hamdon.

**23/009/i** Any Other Issues

None declared.

**23/010** MEMBERS' & CLERK'S REPORTS

The Clerk said the owner of South West Coaches is asking parish councils for their support in encouraging residents to use the bus service. The local bus service has seen a dramatic drop in passenger numbers since Covid and it is possible that the bus service could cease. It was agreed to put an article in the village magazine. Action Clerk

The Clerk said that she had received an email from the Chair of Somerset County Council last October asking for nominations for the Chair's Awards for Service to the Community 2022-2023. After discussing this with councillors, the Clerk nominated Cllr Saint for this prestigious award because of her length of service on the parish council, founding and running the pantomime for the past 40+ years and everything else she does for the community. Cllr Saint has received a letter stating that she has been nominated and invited to the presentation evening on Friday, 17<sup>th</sup> February in Taunton.

**23/011** FINANCE

**23/011/a** Matters for Report:

i. Monthly Bank Reconciliation

The Clerk gave the monthly bank reconciliation as of 30<sup>th</sup> November 2022:

Current Account	£ 250.00
Business Reserve Account	£58,478.56
Pavilion Reserve Account	<u>£21,297.82</u>
<b>Total</b>	<b>£80,026.38</b>
Outstanding Deposits	£ 0.00
Less Outstanding Cheques	<u>£ 1,076.30</u>
<b>Total as Cash Book</b>	<b>£78,950.08</b>

The Clerk gave the monthly bank reconciliation as of 31<sup>st</sup> December 2022:

Current Account	£ 250.00
Business Reserve Account	£58,020.81
Pavilion Reserve Account	<u>£21,311.82</u>
<b>Total</b>	<b>£79,582.63</b>
Outstanding Deposits	£ 0.00
Less Outstanding Cheques	<u>£ 5,206.05</u>
<b>Total as Cash Book</b>	<b>£74,376.58</b>

Ring-Fenced Amounts

Sports Pavilion	£44,848.43
Play Equipment	£ 7,796.85
Asset Management	£11,059.00
Allotment Rent & Donations	£ 554.29
Allotment New Plot Deposits	£ 475.00
Allotment Gate Key Deposits	£ 430.00
Defibrillator Accessories	£ 143.30
Spring Bulbs	<u>£ 26.50</u>
<b>Total</b>	<b><u>£61,751.44</u></b>

<b>Budget Working Capital</b>	<b>£12,625.14</b>
-------------------------------	-------------------

ii. Quarterly Budget Comparison

The quarterly report compares the actual spend against budget. At the third quarter accounts, the expenditure is just over budget as additional expenditure has been made on playground maintenance.

iii. National Trust Direct Debits Payment for Recreation Ground

The monthly invoices for December and January of £29.17 for the recreation ground lease had been received. These invoices are paid by direct debit.

**23/011/b** Invoices Payable

Invoices Paid in December:

Mrs M Hill	Reimbursement of Electric for the Christmas Tree	£ 50.00	Chq 1773
Star Rubber Environmental Ltd	Resurfacing of Roundabout & See Saw Area	£ 4,752.00	Chq 1774
	Total	£ 4,802.00	

January Payments

Sarah Moore	November & December Expenses	£ 439.78	Chq 1775
Evis Ground Maintenance	Grass Cutting November & December	£ 777.76	Chq 1776
Sue Richings	Reimbursement for the drink for the Christmas Tree Event	£ 29.46	Chq 1777
SSDC	Lengthsman Scheme – November	£ 576.23	Chq 1778
SSDC	Bedding Plants	£ 87.50	Chq 1778
HMRC	PAYE Period 8-10	£ 364.40	Chq 1779
Christine Saint	Reimbursement for Christmas Tree Event	£ 40.80	Chq 1780
	Total	£ 2,315.93	

It was RESOLVED to approve the payments.

**23/011/c** Other Items for Resolution

i. Precept 2023/24

Councillors were required to approve the precept for 2023/24 before 20<sup>th</sup> January. The recommendations of the Finance Committee had been circulated to all councillors for consideration. The Finance Group have taken into account the budget and considered the fact that the parish may have to take on some of work normally covered by the larger local authorities. It was RESOLVED to ratify the decision to increase the precept to £35,000.

ii. SLCC Subscription

The Clerk said her subscription for the Society of Local Council Clerks was due for renewal at the beginning of March and ask if councillors would agreed to pay half of the subscription of £93.50. The Clerk said the remaining half would be paid by Stoke sub Hamdon Parish Council. It was RESOLVED to pay half the cost of the subscription.

**23/012** PLANNING

**23/012/a** Planning Information

None declared.

**23/012/b** Parish Planning Working Party Feedback on Applications:

**22/03504/LBC** - Modify a wall junction detail located at the east side of the north wall; Lift copings over rear extensions, line parapet with lead flashing and rebed coping; Re-roof flat roof; Replace first floor rear bedroom window; Re-roof rear porch; Extend structural window opening to allow new door opening at rear porch; Install wall membranes across rear ground floor rooms; Install stud wall and boxing at first floor ensuite; Remove cement plaster from entrance lobby wall; Install mechanical ventilation; Install secondary glazing – 5 South Street, Montacute TA15 6XD – awaiting decision

**22/151/c**      **Planning Decisions and Reports**

**Decisions:**

**22/02921/TCA** – notification of intent to carry out Tree Surgery works to various trees within a Conservation Area – Phelips Arms, The Borough, Montacute TA15 6XB – permitted.

**Reports:**

**22/03100/NMA** – nonmaterial amendment to approved application 17/03526/FUL for the proposed change of a steel railing balcony to replace glass balcony proposal to be more in keeping with the property – awaiting decision

**22/02798/DOC1** – discharge of Condition 4 (external walls) of planning application 21/03730/HOU – 20 Townsend, Montacute TA15 6XH - awaiting decision

**21/03731/FUL & 21/03732/LBC** – conversion of the former piggery to dual use as a self-contained residential annexe to the principal farmhouse and a holiday let – Abbey Farm, Bishopston, Montacute TA15 6UA – awaiting decision.

**20/00991/OUT** – Outline application with all matters reserved save for access for the residential development of land for up to 17 no. dwellings – Land at Mason Lane, Montacute –awaiting decision.

**23/013**      **GOVERNANCE**

No report given.

**23/014**      **CORRESPONDENCE**

None received.

**23/015**      **ITEMS FOR FUTURE AGENDAS**

None declared.

**23/016**      **DATE OF NEXT PARISH COUNCIL MEETING**

There being no further business, the meeting was closed at 21.35pm. The next meeting will be held in the village hall at 7pm on Wednesday, 15<sup>th</sup> February 2023.