



**MINUTES OF MONTACUTE PARISH COUNCIL**  
**MONTHLY MEETING HELD ON**  
**WEDNESDAY 18<sup>TH</sup> JUNE 2025**  
**IN THE PAVILION**

	Action
<b><u>25/075/a PRESENT:</u></b> <b>Members:</b> Mrs C Saint (Chairman), Mr A McFarlane (Vice Chairman), Mrs L Drayton, Mr T Harper, Mr M Myram, , Mrs H Stokes and Mr D Warry <b>Others:</b> Mrs S Moore (Clerk), and 1 member of the public. <b><u>25/075/b APOLOGIES:</u></b> Mr J Davies, Mr B Owen Mrs S Richings Mr Mike Hewitson (Unitary Authority Councillor) and Mr Oliver Patrick (Unitary Authority Councillor)	
<b><u>25/076 DECLARATIONS OF INTEREST</u></b> Cllr McFarlane declared an interest in planning application 25/00934/DOC1 & 25/00932/DOC1.	
<b><u>25/077 PUBLIC SESSION</u></b> A resident talked about community health and wellbeing and asked raising money for the allotments to get ploughed. Cllr Saint asked the resident to put their ideas in writing so they could be circulated to councillors for discussion.	
<b><u>25/078 CO-OPTION</u></b> It was <b>RESOLVED</b> to co-opt Ms Sarah Bartlett onto the parish council. The Declaration of Acceptance was sign.	
<b><u>25/079 UNITARY COUNCILLORS</u></b> The Unitary Councillors' report had been circulated to councillors.	
<b><u>25/080 MINUTES OF PREVIOUS MEETING</u></b> It was <b>RESOLVED</b> to approve and sign the Minutes of the May Parish Council meeting.	
<b><u>25/081 MATTERS ARISING FROM MINUTES</u></b> <u>Review of Actions List</u> The action list was reviewed: <ul style="list-style-type: none"> <li>• Reinstate benches by the pavilion: Ongoing</li> <li>• Security barrier adjustment: - Ongoing</li> <li>• Electrical Test Certificate for the Pavilion: Chase electrician to provide the certificate. The Clerk agreed to contact the company</li> <li>• Pavilion Roof: replace damaged shingle – Ongoing  <i>(Cllr Harper left the meeting to collect the new vacuum cleaner and then rejoined the meeting)</i></li> <li>• Allotment Trees &amp; Hedges: These will be scheduled to be cut back in the winter.</li> <li>• Allotment Rules: These are to be reviewed – Ongoing</li> <li>• Allotment Gate: Alternative locking methods are still being investigated</li> <li>• Allotment Water Trough: Cllr Harper said there were some concerns about installing new troughs. This matter is ongoing</li> </ul>	<b>Cllr Harper</b> <b>Cllr Harper</b> <b>Clerk</b>  <b>Cllr Harper</b>  <b>Cllrs Harper &amp; McFarlane</b>  <b>Clerk</b> <b>Cllr Harper</b> <b>Cllr Harper</b>

<ul style="list-style-type: none"> <li>Wessex Water Invoice: Check that old toilet block/sewage has been disconnected – ongoing</li> <li>Letter to school regarding parking in Yeovil Road: Cllr Saint has contacted the school governors about the parking, and they will investigate this matter. The National trust is willing to provide post/bollards for the grass verge. It was agreed for some photos to be taken and forward them to the school and highways.</li> </ul>	<p><b>Clerk</b></p> <p><b>Cllr Myram &amp; Clerk</b></p>
<p><b>25/082                      SPORTS &amp; LEISURE</b></p> <p><b>25/082/a                  Play Area &amp; Recreation Ground</b></p> <p>i.     <u>Play Area</u> Cllr Stokes gave the monthly inspection report. Cllr Stokes was concerned that one of the wooden beams on the balance trail appears to be rotten. Cllr McFarlane said these were made of Oak. Cllr Harper agreed to get a price on a new one.</p> <p>ii.    <u>Recreation Ground</u> There are a couple of benches stored in the pavilion. Cllr McFarlane agreed to collect them and sand them down. These will be put outside the pavilion once the work had been carried out Cllr Saint suggested the possibility of exploring the installation of EV charging points in the car park. A discussion was held on the upcoming garden show in July. Cllr Harper said he will need a site plan from the Garden Club. Cllr Saint agreed to contact the club. Cllr Drayton agreed to bring the metal ramp to go outside the pavilion</p> <p>iii.   <u>Pavilion</u> It was agreed to get quotes for the cesspit to be emptied. As this work is urgent, it was agreed to send these around to councillors by email for approval. Cllr Harper reported that the additional decking will be arriving on Monday, 23<sup>rd</sup> June. Cllrs McFarlane and Harper agreed to repaint the outside of the pavilion. It was agreed to contact Cllr Davies to assist with this.</p> <p><b>25/082/b                  Any Other Issues</b> None declared.</p>	<p><b>Cllr Harper</b></p> <p><b>Cllr McFarlane</b></p> <p><b>Clerk</b></p> <p><b>Cllr Saint</b> <b>Cllr Drayton</b></p> <p><b>Clerk</b></p> <p><b>Cllrs McFarlane &amp; Harper</b></p>
<p><b>25/083                      VILLAGE ENVIRONMENT</b></p> <p><b>25/083/a                  Allotments</b> Cllr Harper gave an update on what plots were available and that he will be strimming the vacant plots.</p> <p><b>25/083/b                  Crime &amp; Anti-Social Behaviour</b> The report for April from the Police.UK website had been circulated to councillors.</p> <p><b>25/083/c                  Footpaths</b> Cllr Drayton reported that a fence had been built over the footpath at the bottom of Station Road near the A3088. Cllr Drayton agreed that to report this to Rights of Way.</p> <p><b>25/083/d                  Ground Maintenance</b> It was agreed that the lengthsman work that had been carried out by the groundsman was excellent. However, the lower car park and main trackway in the allotments had not been strimming, and the hedge around the recreation ground needed tidying up. It was agreed for the Clerk to contact the groundsman.</p> <p><b>25/083/e                  Highways &amp; Transport</b></p> <p>i.     <u>Speedwatch</u> Cllr Myram's report had been circulated to councillors. Cllr Myram mentioned that since the start of Montacute's Speedwatch 650 vehicles had been travelling over the speed limit. Cllr Myram also mentioned the abusive post on the</p>	<p><b>Cllr Drayton</b></p> <p><b>Clerk</b></p>

<p>Montacute Village Facebook page. Cllr McFarlane said he asked the owners of the page to take the post down.</p> <p>ii. <u>Road Closure</u> There will be a road closure in place on 24<sup>th</sup> June for 1 day between 8.30am and 3.30pm in Lower Town from the junction of Balls Hill, so that Openreach can carry out pole replacement works.</p> <p>iii. <u>Grass Verge Yeovil Road &amp; the School</u> This item was discussed under <i>Minute Ref: 25/081</i>.</p> <p><b>25/083/f</b>      <u>National Trust</u> Nothing to report</p> <p><b>25/083/g</b>      <u>Street Lighting</u> Nothing to report.</p> <p><b>25/083/h</b>      <u>Triangle Trust</u> Cllr Warry reported that £200 was raised at the May Fayre.</p> <p><b>25/083/i</b>      <u>Any Other Issues</u> The Clerk reported that Wessex Water are holding community drop-in sessions on Monday's 4 August, 13 October and 8 December at Yeovil Library, King George Street, Yeovil BA20 1PY between 10am-12pm and 1pm-2pm. The sessions give people an opportunity to discuss water supply, waste, bill and what advice and support is available if anyone is one is struggling with payments. It was agreed to put this in the village magazine. The Clerk also reported on a response from the Flood &amp; Water Management Specialist at Somerset Council regarding the flood alleviation ditch and whose responsibility it was for the various sections.</p>	Clerk																												
<p><b>25/084</b>      <b><u>MEMBERS' &amp; CLERK'S REPORTS</u></b> The Clerk reported on the Local Government Boundary Review. The 10-week consultation will run until 11<sup>th</sup> August. It was agreed to put an article in the village magazine. Cllrs Stokes and Drayton said they were going to the LCN AGM on Monday, 23<sup>rd</sup> June.</p>	Clerk																												
<p><b>25/085</b>      <b><u>FINANCE</u></b> <b>25/085/a</b>      <u>Matters for Report:</u></p> <p>i. <u>Monthly Bank Reconciliation</u> The Clerk gave the monthly bank reconciliation as of 31<sup>st</sup> May 2025:</p> <table> <tr> <td>Current Account</td><td>£ 250.00</td></tr> <tr> <td>Business Reserve Account</td><td>£112,637.46</td></tr> <tr> <td>Pavilion Reserve Account</td><td>£ 35.77</td></tr> <tr> <td>Total</td><td><b><u>£112,923.23</u></b></td></tr> <tr> <td>Plus Outstanding Deposits</td><td>£ 0.00</td></tr> <tr> <td>Less Outstanding Cheques</td><td><u>£ 85.00</u></td></tr> <tr> <td>Total as Cash Book</td><td><b><u>£112,838.23</u></b></td></tr> </table> <p>Ring-Fenced Amounts:</p> <table> <tr> <td>Sports Pavilion</td><td>£13,382.01</td></tr> <tr> <td>Play Equipment</td><td>£ 6,084.43</td></tr> <tr> <td>Asset Management</td><td>£18,559.00</td></tr> <tr> <td>Allotment Rent &amp; Donations</td><td>£ 2,764.44</td></tr> <tr> <td>Allotment New Plot Deposits</td><td>£ 637.50</td></tr> <tr> <td>Allotment Gate Key Deposits</td><td><u>£ 450.00</u></td></tr> <tr> <td>Total</td><td><b><u>£41,877.38</u></b></td></tr> </table> <p><b>Budget Working Capital</b>      <b><u>£70,960.85</u></b></p>	Current Account	£ 250.00	Business Reserve Account	£112,637.46	Pavilion Reserve Account	£ 35.77	Total	<b><u>£112,923.23</u></b>	Plus Outstanding Deposits	£ 0.00	Less Outstanding Cheques	<u>£ 85.00</u>	Total as Cash Book	<b><u>£112,838.23</u></b>	Sports Pavilion	£13,382.01	Play Equipment	£ 6,084.43	Asset Management	£18,559.00	Allotment Rent & Donations	£ 2,764.44	Allotment New Plot Deposits	£ 637.50	Allotment Gate Key Deposits	<u>£ 450.00</u>	Total	<b><u>£41,877.38</u></b>	
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<div>ii. <u>Monthly Direct Debits</u> The monthly direct debits paid in December</div> <table><tr><td>HugoFox</td><td>£</td><td>23.99</td><td colspan="2"></td></tr><tr><td>National Trust</td><td>£</td><td>29.17</td><td colspan="2"></td></tr><tr><td>Eon Next</td><td>£</td><td>13.01</td><td colspan="2"></td></tr><tr><td><b>Total</b></td><td><b>£</b></td><td><b>66.17</b></td><td colspan="2"></td></tr></table>					HugoFox	£	23.99			National Trust	£	29.17			Eon Next	£	13.01			<b>Total</b>	<b>£</b>	<b>66.17</b>																	
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<div><b>25/086</b> <b>PLANNING</b></div> <div>Cllr McFarlane suggested setting up a Neighbourhood Plan for Montacute. A discussion was held, and it was agreed for the Clerk to investigate what is involved.</div> <div><b>25/086/a</b> <u>Parish Planning Working Party Feedback on Applications:</u> No new applications this month</div> <div><b>25/071/b</b> <u>Planning Decisions and Reports</u> <u>Decisions:</u> <b>25/01117/DOC1</b> – discharge of condition no.03 (Tree Protection Scheme) of planning application 25/00289/FUL – Montacute House, Bishopston, Montacute TA15 6XP – condition discharged <b>25/01186/COL</b> – application for a Lawful Development Certificate for the existing occupation of building as a single dwellinghouse – Oak Lodge, Montacute TA15 6XN – decided <b>25/00956/LBC</b> – installation of extractor fan vent to the rear roof slope: install a lead vent slate to the rear roof slope, for ventilation from the new extractor fan to be installed in the bathroom – 13 Middle Street, Montacute TA15 6UZ – approved <b>25/00940/TCA</b> – notification of intent to remove no.1 tree and to carry out tree surgery works to no.3 trees within a Conservation Area -34 Bishopston, Montacute TA15 6UU – decided <u>Reports:</u> <b>25/00934/DOC1</b> – discharge of Condition no.5 (Bat Lighting Design), 7 (Biodiversity Enhancement Plan) and 8 (Construction Ecological Environmental Management Plan) of planning application 21/03731/FUL – status unknown <b>25/00932/DOC1</b> – discharge of Condition nos 6 (Design, Materials and External Finish) and 7 (Glazed Roof Tiles) of planning application 21/03732/LBC - status unknown</div>					Clerk																																		

<p><b>25/00247/FUL</b> – residential development to provide no. 7 dwellings, vehicular access and associated landscaping – Land at Mason Lane, Montacute TA15 6UH – awaiting decision.</p> <p><b>24/01233/FUL</b> – the proposed change of use to a children’s farm includes the conversion and reuse of 2 existing agricultural buildings/barns together with a small extension to barn A, the provision of a parking area, the upgrading of existing field gate access onto/from Montacute Road, and the formation of a new access track leading from the upgraded access to the parking area and lane out viewing paddocks – Stoneshells Farm, Montacute Road, Tintinhull, Yeovil BA22 8QD – awaiting decision.</p> <p><b>24/00750/FUL</b> – conversion of existing agricultural building to create a single dwelling with garaging and associated works as well as demolition of existing buildings – Land at Icicle Barn, Lower Town, Montacute – awaiting decision</p> <p><b>24/00125/COU</b> – change of use of land to extend the residential curtilage of the property Lochindore – Lochindore, Montacute Road, East Stoke, Stoke sub Hamdon TA14 6UQ – awaiting decision</p>	
<p><b>25/087 GOVERNANCE</b> Cllr McFarlane agreed to draft a Planning Terms of Reference policy and forward it to the Clerk</p>	Cllr McFarlane
<p><b>25/088 CORRESPONDENCE</b></p>	
<p><b>25/089 ITEMS FOR FUTURE AGENDAS</b> None</p>	
<p><b>25/090 DATE OF NEXT PARISH COUNCIL MEETING</b> There being no further business, the meeting was closed at 9.20pm. The next meeting will be held in the pavilion on Wednesday, 16<sup>th</sup> July 2025.</p>	