



**MINUTES OF MONTACUTE PARISH COUNCIL**  
**MONTHLY MEETING HELD ON**  
**WEDNESDAY 21<sup>ST</sup> MAY 2025**  
**IN THE PAVILION**

	Action
<p><b><u>25/061/a PRESENT:</u></b>  <b>Members:</b> Mrs C Saint (Chairman), Mr A McFarlane (Vice Chairman), Mr J Davies, Mrs L Drayton, Mr T Harper, Mr M Myram, Mr B Owen Mrs S Richings, Mrs H Stokes and Mr D Warry  <b>Others:</b> Mrs S Moore (Clerk), Mr Mike Hewitson (Unitary Authority Councillor) and no members of the public.  <b><u>25/061/b APOLOGIES:</u></b>  Mr Oliver Patrick (Unitary Authority Councillor)</p>	
<p><b><u>25/062 DECLARATIONS OF INTEREST</u></b>  <i>(Cllr Hewitson entered the meeting)</i>  Cllr McFarlane declared an interest in planning application 25/00934/DOC1 &amp; 25/00932/DOC1.  Cllr Owen declared an interest in planning application 25/00940/TCA</p>	
<p><b><u>25/063 PUBLIC SESSION</u></b>  There were no public in attendance</p>	
<p><b><u>25/064 UNITARY COUNCILLORS</u></b>  The Unitary Councillors' report had been circulated to councillors.  Cllr Hewitson reported that Somerset Council have written to the NHS Trust regarding the closure of the Yeovil's maternity unit and have raised concerns that following the Stroke unit moving to Taunton, there could be a 'hollowing out' of the Trust.  Cllr Hewitson gave an update on Highway issues throughout the county. Cllr Harper mentioned the dangerous pothole on the exit of the Cartgate roundabout leading onto the A3088. Cllr Hewitson said this was a safety defect and will raise this concern with Highways.  <i>(Cllr Hewitson left the meeting)</i></p>	Cllr Hewitson
<p><b><u>25/065 MINUTES OF PREVIOUS MEETING</u></b>  It was <b>RESOLVED</b> to approve and sign the Minutes of the April Parish Council meeting.</p>	
<p><b><u>25/066 MATTERS ARISING FROM MINUTES</u></b>  <u>Review of Actions List</u>  The action list was reviewed:</p> <ul style="list-style-type: none"> <li>• Reinstall 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</li> <li>• Purchase a vacuum cleaner for the pavilion: Ongoing</li> <li>• Highway Issues: Once all the photographs have been received from councillors a report will be issued to Somerset Council</li> </ul>	<p>Cllr Harper  Cllr Harper  Clerk</p> <p>Cllr Harper  Cllr Harper</p> <p>Clerk</p>

<ul style="list-style-type: none"> <li>• Play Area: Cllr Harper agreed to inspect the hopscotch area and pedestrian gate - Ongoing</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</li> <li>• Allotment Water Trough: Cllr Harper said there were some concerns about installing new troughs. This matter is ongoing</li> <li>• Wessex Water Invoice: Check that old toilet block/sewage has been disconnected – ongoing</li> <li>• Online Banking – This is reported on under Finance – see <i>Minute ref: 25/070/c</i></li> </ul>	<p><b>Cllr Harper</b></p> <p><b>Cllrs Harper &amp; McFarlane Clerk</b></p> <p><b>Cllr Harper Clerk</b></p>
<p><b>25/067 SPORTS &amp; LEISURE</b></p> <p><b>25/067/a Play Area &amp; Recreation Ground</b></p> <p>i. <u>Play Area</u> A resident had reported that one of the beams on the balance trail was wobbly. Cllr Stokes has investigated this and even though there is some slight movement, the beam is secure. It was agreed to monitor this.</p> <p>ii. <u>Recreation Ground</u> It was reported that the National Trust have been leaving the gate open and have not been putting the bollards back. Cllr McFarlane agreed to contact them. The Clerk reported that she has received the letter from the National Trust approving the use of the pavilion out of daylight hours. The Clerk said she has been in discussion with Tintinhull Tigers Youth Football Club regarding storage and has arrange a meeting for the Recreation Ground Working Party to meet with Tintinhull Tigers on Thursday 29<sup>th</sup> May.</p> <p>iii. <u>Pavilion</u> It was agreed to hold a separate working party meeting on 29<sup>th</sup> May to discuss what work is left to be done and advertising.</p> <p><b>25/067/b Any Other Issues</b> None declared.</p>	<p><b>Cllr Stokes</b></p> <p><b>Cllr McFarlane</b></p>
<p><b>25/068 VILLAGE ENVIRONMENT</b></p> <p><b>25/068/a Allotments</b> A discussion was held regarding legislation and anyone tripping on the paths.</p> <p><b>25/068/b Crime &amp; Anti-Social Behaviour</b> The report for March from the Police.UK website had been circulated to councillors.</p> <p><b>25/068/c Footpaths</b> No report.</p> <p><b>25/068/d Ground Maintenance</b> A discussion was held on the recent tender process, and it was agreed to extend this for a further two months. It was <b>RESOLVED</b> to ask the groundsman to carry out some of the lengthsman's work in the interim period. Cllr Harper mentioned that the planter by the village stone in Montacute Road needed painting with wood preservative. Cllr Harper agreed to do this.</p> <p><b>25/068/e Highways &amp; Transport</b></p> <p>i. <u>Speedwatch</u> Cllr Myram said he has advertised for more volunteers in the village magazine but has not received any response.</p> <p>ii. <u>Litter Bin</u> The litter bin outside the church was overflowing. The Clerk said she has reported this on Somerset Council's website.</p> <p><b>25/068/f National Trust</b> Cllr Saint said that she has not heard anything from the Trust regarding the stair refurbishment project.</p>	<p><b>Cllr Harper</b></p>

<p>Cllr McFarlane said the Trust has now completed the work in the park.  Cllr Saint mentioned that Somerset Council had cut the grass verge opposite the garage and removed the branches which were stopping vehicles parking on the verge.  Vehicles are now parking on there again at school drop-off and pick-up times.  <b>25/068/g</b>      <u>Street Lighting</u>  No report.  <b>25/068/h</b>      <u>Triangle Trust</u>  Cllr Warry said prizes are needed for the tombola stall at the May Fayre.  <b>25/068/i</b>      <u>Any Other Issues</u>  Cllr Saint said the defibrillator training was well attended on 17<sup>th</sup> May.</p>																																					
<p><b>25/069</b>      <b>MEMBERS' &amp; CLERK'S REPORTS</b>  The Clerk said she has received the requested information from St Catherine's church in respect of the grant request for the repair of the clock. A discussion was held, and it was <b>RESOLVED</b> to give a grant of £750 towards the repair and restoration of the clock only. This grant is not provided for the visitor experience element.  Councillors agreed for the grant to be paid in this month's payments.  Cllr Owen asked if there had been any response from the school regarding the grass verge. Cllr Saint agreed to contact the school.</p>	<p><b>Cllr Saint</b></p>																																				
<p><b>25/070</b>      <b>FINANCE</b>  <b>25/070/a</b>      <u>Matters for Report:</u>  i.      <u>Monthly Bank Reconciliation</u>  The Clerk gave the monthly bank reconciliation as of 30<sup>th</sup> April 2025:</p> <table data-bbox="236 1025 997 1279"> <tr> <td>Current Account</td><td>£ 250.00</td></tr> <tr> <td>Business Reserve Account</td><td>£114,509.93</td></tr> <tr> <td>Pavilion Reserve Account</td><td>£ 35.74</td></tr> <tr> <td>Total</td><td><b><u>£114,795.67</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>£114,710.67</b></td></tr> </table> <p>Ring-Fenced Amounts:</p> <table data-bbox="236 1384 997 1637"> <tr> <td>Sports Pavilion</td><td>£13,381.98</td></tr> <tr> <td>Play Equipment</td><td>£ 6,084.43</td></tr> <tr> <td>Asset Management</td><td>£16,559.00</td></tr> <tr> <td>Allotment Rent &amp; Donations</td><td>£ 2751.94</td></tr> <tr> <td>Allotment New Plot Deposits</td><td>£ 612.50</td></tr> <tr> <td>Allotment Gate Key Deposits</td><td><u>£ 440.00</u></td></tr> <tr> <td>Total</td><td><b>£35,847.21</b></td></tr> </table> <p><b>Budget Working Capital</b>      <b>£78,863.46</b></p> <p>ii.      <u>Monthly Direct Debits</u>  The monthly direct debits paid in December</p> <table data-bbox="236 1809 997 1960"> <tr> <td>HugoFox</td><td>£ 23.99</td></tr> <tr> <td>National Trust</td><td>£ 29.17</td></tr> <tr> <td>Eon Next</td><td><u>£ 12.56</u></td></tr> <tr> <td><b>Total</b></td><td><b><u>£ 65.72</u></b></td></tr> </table> <p>iii.      <u>Precept 2025/26</u>  The Clerk confirmed that the precept of £51,253 for 2025/26 has been received.</p>	Current Account	£ 250.00	Business Reserve Account	£114,509.93	Pavilion Reserve Account	£ 35.74	Total	<b><u>£114,795.67</u></b>	Plus Outstanding Deposits	£ 0.00	Less Outstanding Cheques	<u>£ 85.00</u>	Total as Cash Book	<b>£114,710.67</b>	Sports Pavilion	£13,381.98	Play Equipment	£ 6,084.43	Asset Management	£16,559.00	Allotment Rent & Donations	£ 2751.94	Allotment New Plot Deposits	£ 612.50	Allotment Gate Key Deposits	<u>£ 440.00</u>	Total	<b>£35,847.21</b>	HugoFox	£ 23.99	National Trust	£ 29.17	Eon Next	<u>£ 12.56</u>	<b>Total</b>	<b><u>£ 65.72</u></b>	
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<p>iv. <u>ICO – Data Protection Fee</u> The Clerk reported that the annual ICO fee has increased from £40 to £52. The Clerk said as this is paid by direct debit, the Council receive a discount of £5, so the annual payment will be £47. This is due to be paid around 6<sup>th</sup> June.</p> <p><b>25/070/b</b>      <u>Invoices Payable</u> <u>Invoices payable</u></p> <table><tr><td>Sarah Moore</td><td>April Expenses &amp; Reimbursements</td><td>£ 347.58</td><td>BACS</td></tr><tr><td>Evis Ground Maintenance</td><td>Grass Cutting - April</td><td>£ 575.54</td><td>BACS</td></tr><tr><td>Montacute Village Hall</td><td>Hire of hall 2 x meetings</td><td><u>£ 35.00</u></td><td>BACS</td></tr><tr><td></td><td><b>Total</b></td><td><b><u>£ 958.12</u></b></td><td></td></tr></table> <p>It was agreed to pay the grant for the clock repair to St Catherine’s church – see <i>Minute ref: 25/069</i></p> <table><tr><td>PCC Montacute</td><td>Grant for Clock Repair</td><td>£ 750.00</td><td>BACS</td></tr></table> <p>It was <b>RESOLVED</b> to approve the payments.</p> <p><b>25/070/c</b>      <u>Other</u> The Clerk said that she had contacted NatWest regarding the online banking, and they had reiterated what the Clerk reported had reported on at the last parish council meeting. NatWest had confirmed that there was an alternative to online banking which is Bankline for Communities. However, the Council would need to go on their waiting list and the Clerk will be contacted in due course to say whether the Council is eligible.</p>				Sarah Moore	April Expenses & Reimbursements	£ 347.58	BACS	Evis Ground Maintenance	Grass Cutting - April	£ 575.54	BACS	Montacute Village Hall	Hire of hall 2 x meetings	<u>£ 35.00</u>	BACS		<b>Total</b>	<b><u>£ 958.12</u></b>		PCC Montacute	Grant for Clock Repair	£ 750.00	BACS	
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<p><b>25/071</b>      <b>PLANNING</b> <b>25/071/a</b>      <u>Parish Planning Working Party Feedback on Applications:</u> <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 – awaiting decision <b>25/01117/DOC1</b> – discharge of Condition no.3 (TPO) of planning application 25/00289/FUL – Montacute House, Bishopston, Montacute TA15 T6XP – awaiting decision <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 – awaiting decision <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 – awaiting decision <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 - Abbey Farm, Bishopston, Montacute TA15 6UA – 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 - Abbey Farm, Bishopston, Montacute TA15 6UA - status unknown <b>25/071/b</b>      <u>Planning Decisions and Reports</u> <u>Decisions:</u> <b>25/00810/TCA</b> – notification of intent to fell no. 2 trees within a conservation area. Sequoia – has significant needle dieback, possible cause honey fungus. Proposal to fell tree to the ground and grind out stump. Ash – young tree with some signs of Ash dieback and some minor dieback in the crown. Heavy lean towards house. Proposal to</p>																								

<p>fell to the ground and grind out stump – The Monks House, Bishopston, Montacute TA15 6UU – decided</p> <p><b>25/00614/TCA</b> – notification of intent to carry out tree surgery works to various trees within a Conservation Area – 46 Bishopston, Montacute TA15 6UU – awaiting decision</p> <p><b>25/00515/TCA</b> – notification of intent to fell no.1 tree within a Conservation Area. T1 (Ash) affected by Ash Die Back – Borough House, 20 The Borough, Montacute – awaiting decision</p> <p><b>25/00849/TCA</b> – notification of intent to fell no. 1 tree within a Conservation Area – Borough House, 20 The Borough, Montacute TA15 6XB - decided</p> <p><u>Reports:</u></p> <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 Lochindorb – Lochindorb, Montacute Road, East Stoke, Stoke sub Hamdon TA14 6UQ – awaiting decision</p>	
<p><b>25/072                      GOVERNANCE</b></p> <p>The Clerk said there is some councillor training available. It was agreed for councillors to contact the Clerk on what training they would prefer to attend. It was <b>RESOLVED</b> to pay for the councillors training and for the Clerk to book the training.</p>	Clerk
<p><b>25/073                      CORRESPONDENCE</b></p> <p>A resident has conducted a survey in relation to the Health and Nature Bill being put forward in parliament. They have also contact Abri regarding the footpath between Hyde Road and St Michaels View. This footpath has been previously covered by the lengthsman. The Clerk agreed to contact the groundsman to get this strimmed.</p>	Clerk
<p><b>25/074                      ITEMS FOR FUTURE AGENDAS</b></p> <p>None</p>	
<p><b>25/075                      DATE OF NEXT PARISH COUNCIL MEETING</b></p> <p>There being no further business, the meeting was closed at 9.18pm. The next meeting will be held in the pavilion on Wednesday, 18<sup>th</sup> June 2025.</p>	