

# Merriott Parish Council

## Minutes of the Parish Council meeting held on 11<sup>th</sup> March 2019 At 7pm, Merriott Village Hall

### Present:

Cllr Iain Hall (Chair)  
Cllr Jim Shorting (Vice Chair)  
Cllr Steve Ashton  
Cllr Michael Burnham  
Cllr Dave Aslett

### In attendance

Julie Chant (Clerk), Cllr Paul Maxwell (SSDC), and three members of the public

### 18/180 Public Open Session

Cllr Hall welcomed everyone present to the meeting. Those present to speak about items other than those on the agenda were invited to address the Council.

No issues were raised by members of the public

### 18/181 Apologies for absence

Cllr C Paine, Cllr G Wright and Cllr Adam Dance gave apologies in advance of the meeting

### 18/182 Code of Conduct and Declarations of Interests

There were no declarations of interest

### 18/183 Minutes of the meeting held on 11<sup>th</sup> February 2019

The minutes were accepted as a true and accurate record, and signed by the Chair.

**Proposed Cllr Shorting Seconded Cllr Aslett All approved**

### 18/184 Matters Arising from Minutes:

Minute 18/168 District Cllr Paul Maxwell informed the Parish Council that SSDC was under pressure to hear the amended plans for land off Shiremoor Hill at the March meeting of the Area West committee which would be on Wednesday 20<sup>th</sup> March 2019. The Parish Council expressed their concern that the paperwork had been received late and there had been no reminders that a reply was due. Cllr Paul Maxwell had raised this with the leader of the Council, but had not managed to delay the process.

**Action: Clerk to write to Andrew Gunn and Martin Woods at SSDC to express the Parish Councils dissatisfaction with the late arrival of paperwork for amended plans 18/01919/FUL.**

There was further discussion around the amended plans and the Planning working party gave their report, proposing the Parish Council object to the amended plans on the grounds they continue to strongly oppose the dwellings on Plot 39, on the grounds of visual impact, they remain vigorously opposed to the culvert, which still has ramps too steep to be easily accessed by less able users. They also voiced concerns that the route of a footpath was incorrect on the amended plans. They did not oppose the additional dwellings to the south of the stream and felt the additional dwellings made the building of a bridge over the stream financially viable. **All Approved**

**Action: Clerk to send Parish Councils observations to Andrew Gunn.**

### 18/185 Report from County Councillor

Cllr Dance was unable to attend the meeting

### 18/186 Report from District Councillor

Cllr Paul Maxwell informed the Councillors that he had meet with Angela Watson, the Legal services lead at SSDC with regard to Church Street development, and he understood that a judicial review may be an option available to the Parish Council. The Parish Council discussed the reply they had received from Angela Watson following their letter and felt more time needed to be given to the

# Merriott Parish Council

planning issues in the village. There was more discussion around planning and other possible development sites around the village.

## 18/187 Planning including applications currently in circulation

- a) **19/00439/HOU** Mr M Chard 5 Higher Street Merriott TA16 5PJ – demolition of outbuildings and single storey elements. Erection of extensions with attached garage and conservatory.
- b) **19/00433/TCA** Ms. S Berry, The Rectory, Church Street, Merriott – tree work in conversation area
- c) **19/00148/FUL** Kate Foot Zero C, Tail Mill Lane, Merriott TA16 5PF – formation of parking, landscaping and extensions to existing gardens
- d) **19/003494/FUL** Mr A Byford, Flaxlands Boozer Pit, Merriott, TA16 5PW – erection of single storey rear kitchen extension.
- e) **19/00564/DPO** Mr and Mrs Passey Moorlands farm, Broadway, Merriott, Application to vary Section 106 Agreement dated 27 March 2013 between South Somerset District Council and Clipper Development Partners LLP in relation to removing provision for GP surgery and pharmacy

### Planning determinations

- a) **18/03965/HOU** Mr A Osborne, Holwell House, Shiremoor Hill, Merriott TA165PH – alteration for conversion of Listed Barn from store/garage to an annexe – **permitted with conditions**
- b) **19/00177/TPO** Mr B Lockett, 49 Hitchin, Merriott, TA165QZ – tree works to One Willow tree (TPO)- **permitted**
- c) **19/00228/TPO** Mr S Thompson, Milton Cottage, 20 Higher Street, Merriott TA165PJ- to carry out tree work to One tree (TPO) - **permitted**
- d) **19/00175/TCA** Mr. P Williamson, 19 Lower Street, Merriott – tree works in conversation area- **permitted**

To determine Council action on Church Street, Merriott – outline planning consent for 50 dwellings. As the Parish Council wanted to discuss this in greater detail, it was agreed to hold an Extraordinary General meeting as soon as possible. Councillors discussed the recent housing survey which had been received from Civic Voice, and the option of contacting a solicitor with specialist planning knowledge.

**Action: Clerk to write to Civic Voice for advice.**

**Action: Date for EGM to be agreed.**

## 18/188; Finance and Procedure

- a. To agree invoices for payment

<u>Voucher</u>	<u>Payee</u>	<u>Details</u>	<u>VAT</u>		<u>Total Payment incl VAT</u>	<u>Budget Line</u>
			£	-		
380	Village Hall	Room Hire	£	-	£ 12.00	room hire
381	Jess Searle	Pavilion Cleaning	£	-	£ 60.00	Pavilion maintenance
382	Julie Chant	Clerks Salary & expenses			£ 309.00	Clerk Salary
383	Cllr I Hall	expenses			£ 67.82	Pavilion maintenance
384	Richard Keylock	accounts	£	2.40	£ 14.40	accounts
385	ARB Services	Hedge and tree work	£	-	£ 530.00	recreation ground
		Total VAT to reclaim	£	2.40		
			<b>TOTAL</b>		<b>£ 993.22</b>	

# Merriott Parish Council

Payments were noted and agreed. All approved

## b) To note payments received

Receipt no	Date	Name	Payment for	Amount	Budget line
201	28.01.19	Stoodleys - Mr E Hill	Burial	£ 125.00	Burial ground
202	30.01.19	Wakelys - Mrs M Hooper	Burial	£ 175.00	Burial ground
203	07.02.19	G D Preston	Pavilion	£ 20.00	Pavilion
204	13.02.19	Merriott Bowling Club	Rent	£ 132.50	Bowling Club
205	15.02.19	Merriott Rovers Football Club	Pitch/pavilion	£ 100.00	Pitch/pavilion
<b>TOTAL</b>				<b>£ 552.50</b>	

Payments received, and the bank reconciliation were noted.

## c. To note any updates to the Risk Register (standing item)

The Finance working party had agreed a risk assessment for the burial ground and an inspection for the memorials. They would now work on one for the community land at Clapperhay and these would be added to the risk register.

## d. To approve changes to the GDPR notices and policies.

Councillors noted the changes to the Policy and notice and agreed that the Clerk should act as Moderator and webmaster for social media sites.

**Proposed Cllr J Shorting Seconded Cllr D Aslett All agreed Approved**

## e. to receive Election Information.

The Clerk had attended the election training at SSDC and had given the Councillors their nomination packs along with guidance on the election.

## f. to consider grant request from All Saints Church

The Clerk had received a note from All Saints Church thanking them for last years grant and requesting a similar grant for 2019/20 to help cover the costs of grass cutting for the churchyard.

**Proposed Cllr Aslett Seconded Cllr J Shorting 3 councillors voted in favour**

**Cllr S Ashton and Cllr M Burnham voted against giving the grant.**

**By 3 to 2 the grant was approved.**

An application for an additional grant to help with rebuilding the wall at the Churchyard was not approved.

## 18/189 Recreation Ground/Pavilion

### a. To receive the February report

Cllr Aslett had completed the form and no concerns were raised.

### b. To received updates on:

i) Extend pavilion veranda to ramp as per less able report recommendation:

Cllr Shorting had met with the man who supplied the first quote in 2016 and explained the changes and additional work required to the veranda and handrails. The new quote was discussed and the need to buy some new timber from a sawmill.

It was proposed to place two orders, one for new timber and one for the work to be done as discussed with Cllr Shorting. **All agreed. Approved.**

**Action: Orders to be placed as directed by Cllr Shorting.**

ii) Refurbish shelter:

# Merriott Parish Council

The Chair was still making enquiries at SSDC with regard to S106 money for this project.

iii) Water main:

Cllr Shorting confirmed that the work to the water mains was now complete and the pressure at the Pavilion was good. The water supply to the Bowls Club had been discussed and a site meeting had found the "blue" main pipe. The contractor who did the work digging the main pipeline for the Pavilion had submitted a quote and an order has been placed. The work should begin week commencing 18<sup>th</sup> March 2019.

iv) Actions re ROSPA Report:

Cllr Hall had not received a reply to his last e mail, so he requested that the Clerk write to the Managing Director of the suppliers requesting swift action.

**Action: Clerk to write to request work be carried out without further delay.**

iv) Cricket Signs;

Cllr Hall said there had been no progress.

c. **to receive update on the car park refurbishment.**

The main area of car park was complete, and the white line marking was finished. The overspill carpark will be a hard gravel finish, and this has been started.

d. **to determine proposal to purchase practice nets for cricket clubs.**

Cllr Hall confirmed that he was looking at S106 money for this project.

e. **To determine new electricity contract for the pavilion**

Cllr Shorting had compared the 3-year prices from several companies, and was surprised how much energy prices had risen. It was agreed a two-year contract with EDF was the most competitive available

It was proposed that a two-year contract with EDF be agreed upon. **Proposed Cllr Shorting, Seconded Cllr Aslett. All agreed. Approved.**

**Action: The Clerk to make the necessary arrangements.**

f. **To consider the appointment of a cleaner for the Pavilion.**

Cllr Shorting reported that he had meeting the next day with a contractor for the cleaning. It was proposed that the Clerk attend the meeting and if both Cllr Shorting and the Clerk were in agreement the cleaner could start as soon as possible. **All agreed.**

g. **To agree members to help organise the Activity Day.**

The Clerk informed Councillors that Saturday 27<sup>th</sup> July 2019 had been suggested and this date did not clash with other events on the recreation ground. The Clerk will liaise with other interested parties and report back to Parish Council.

**Action: Clerk to make further enquiries re Activity Day**

## 18/190: Highways and Footpaths.

a. **To receive update on heritage road signs refurbishment.**

Cllr Burnham had taken photographs of the fingerposts noting the more recent plastic additions. He expressed concern that some posts did not have Merriott on the stem and requested a map showing the Parish Boundary. Cllr G Wright had contacted companies for revised quotes.

**Action: Council to discuss revised quotes as soon as they have been received.**

b. **To receive SIS update**

The Clerk had written to Kerry Jones at Somerset County Council requesting an update and the reply from Steve Lawrence had been circulated to Councillors. The application had still not moved forward, so Councillors requested that the Clerk write again.

**Action: Clerk to reply to Steve Lawrence with further information.**

Cllr Burnham reported that two separate issues had been brought to the attention of the Highways and footpaths group, one concerning rubbish and parking, the other rubbish. It

# Merriott Parish Council

was agreed he would speak to the people involved and report to the Clerk if he required assistance.

**Action: Cllr Burnham to take action on complaints received by Highways and Footpaths working party.**

## 18/191: Amenities:

### a) To discuss the replacement notice board

Cllr Shorting had done further research and had found a board similar to the existing one, with one lockable side, and one open side for public use. The approximate cost was £ 1,000 plus VAT. The Council discussed smaller boards, but it was agreed they were not large enough. The proposed sign would also have Merriott Parish Council as a heading. It was agreed the lettering should be in gold.

It was proposed that the Parish Council order the notice board at a cost of approx. £ 1,000 plus VAT and it be delivered to Cllr Halls Home address ahead of being fixed.

**All agreed. Approved.**

**Action: Cllr Shorting to forward an order for the new notice board to the Clerk as agreed.**

### b) To consider accessibility compliant website.

Cllr Ashton asked Councillors if they were happy to accept a domain name of Merriottpc.co.uk and informed them of the discounted rate he had found for the first year. He agreed to set up the template for a simple to use website and hand over to the Clerk for uploading information.

**All agreed. Approved.**

### c) To discuss maintenance at the burial ground.

Following a site visit by the Amenities working party the Clerk had contacted a pest controller to help with the moles and a local contractor to give a price for work to the holly trees. An estimate of around £ 150.00 plus VAT had been suggested for the work on the moles and the price for the trees was not yet available.

It was proposed the Clerk contact the pest controller as discussed, all agreed. **Approved**

**Action Clerk to contact pest controller.**

**Action: Work to trees to be on April Agenda.**

Councillors also noted that the Clerk had received correspondence from SSDC with regard to burial of people of other faiths, and a reply had been agreed with Cllr Shorting.

## 18/192 Clapperhay Community Land.

### a) To receive update on completion of the land registration and grazing agreement.

Cllr Hall had spoken to the Solicitors again who acknowledged that the land still needed to be registered. They had given advice on the grazing agreement, which was now in place. The hedges had been cut back during February.

## 18/193 To consider the Clerks review an approve actions:

The Clerk and members of the public left the meeting at this point as the matter to be discussed was confidential.

The Council considered the recommendation of the Finance working party on hours allocated and also the annual salary review. Council agreed unanimously that the hours be

# Merriott Parish Council

increased to 35 monthly to accommodate the workload, and also the recommendation on the salary level in recognition of the Clerks able and diligent approach. The Salary is based on NJC agreed rates. Both actions to take effect from 01.04.2019.

The Council expressed its thanks to the Clerk for her hard work.

**The next point is CONFIDENTIAL.**

**All agreed Approved.**

**18/194 Correspondence received.**

**Road Closure notices** for Church Street and Broadway - have been posted on social media and on notice board.

**Play survey from SSDC** Councillors agreed should be promoted on social media

**18/195; The next meetings will take place on**

**The Extraordinary General meeting** will take place on Monday 25<sup>th</sup> March at 7.00p.m. in the Blake Room, Merriott Village Hall Merriott

**The next regular meeting** will take place on Monday 8<sup>th</sup> April 2019 at 7.00p.m in the Blake Room, Merriott Village Hall, Merriott.

**The meeting closed at 9.40 p.m.**