

# Merriott Parish Council

**Minutes of the July meeting of the Parish Council held on Monday 8th July 2019  
At 7pm in The Blake Room, Merriott Village Hall.**

Cllr Iain Hall (Chair)  
Cllr Jim Shorting (Vice Chair)  
Cllr Steve Ashton  
Cllr Michael Burnham  
Cllr Dave Aslett  
Cllr N Rochford  
Cllr G Wright  
Cllr C Paine

## **In attendance**

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

## **19/053 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.

A resident of Shyners Terrace wished to express her thanks to Merriott Heritage Trust for the maintenance works undertaken and expressed a hope that the area would continue to be well cared for. Another resident explained that there has been some issue with the amount of hedge trimming, timing of works and ownership of land.

Another resident wished to raise his concerns about the Somerset Education Authority Strategic school report with regard to Merriott First School

Another resident wished to speak to Councillors about tree planting around the village and organising community litter picks. It was agreed this would be an August Agenda item.

**Action; Community litter picking and additional tree planting to be on August Agenda**

## **19/054 Apologies for absence**

Cllr Adam Dance, Cllr Jeremy Graham (clash of meetings)

## **19/055 Code of Conduct and Declarations of Interests**

Cllr I Hall declared a pecuniary interest in minute 19/063 a)

## **19/056 Minutes of the last meeting:**

The minutes of the meeting held on 10<sup>th</sup> June 2019 were accepted as a true and accurate record and signed by the Chair.

## **19/057 Matters arising from minutes:**

The Clerk apologised that the details of the supplier for roof slates at the pavilion had not been forwarded to Councillors.

The Clerk confirmed a second letter concerning the footpath from Pye Corner to the village had been sent to SSDC Planning officers.

## **19/058 Co-option of New Councillor.**

Councillors had received an application from Caro Paine and confirmed they wished to approve her co-option to Merriott Parish Council.

Proposed Cllr S Ashton seconded Cllr D Aslett unanimously agreed.

**Cllr C Paine was co-opted and signed the acceptance of office as Councillor on Merriott Parish Council.**

## **19/059 Report from County Councillor:**

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Councillor Adam Dance had sent his apologies

## **19/060 Report from District Councillor.**

Cllr Paul Maxwell mentioned the Local Plan review which was open for comments until 18<sup>th</sup> September 2019 and the Education strategic review into local schools. He has an appointment with the Head teacher at Merriott School to discuss concerns. He also spoke about the Environment Strategy which SSDC was undertaking as part of their Climate Crisis. He mentioned current planning applications and informed Councillors that the Area West committee meeting on the 17<sup>th</sup> July 2019 will consider the application to overturn the 106 on land earmarked for the health centre.

## **19/061 Planning including applications currently in circulation:**

**19/01517/PDE 4** Higher Beadon, Merriott, TA165QU – proposed extension i) the projection of the proposed extension is 4.25m ii) the maximum height of the extension is 3.20m iii) the height of the eaves of the extension is 2.15 metres – application withdrawn

## **Planning determinations:**

**19/01238/COL 14** Shiremoor Hill, TA16 5PH - Application for a lawful development certificate for the proposed rendering of the gable wall to provide waterproofing due to penetrating damp. – permitted

Councillors noted determinations

Councillors discussed the Local Plan Review and the influence this may have on future planning applications for the village. Under the plan Merriott would still be classed as a rural settlement, and it was hoped that tighter restrictions on development under Policy SS4 might give more strength to any objection on larger developments. A local resident had read both the local plan and the education review and gave Councillors details of the local consultation in the Henhayes Centre, Crewkerne on Tuesday 23<sup>rd</sup> July 2019 from 4.00p.m to 7.00 p.m.

He also requested that the Parish Council consider being a Stakeholder and expressing their concerns about future plans for Merriott school with the Education Authority.

Councillors agreed to add this to the next meeting Agenda

**Action: Clerk to add Local Plan review and Education Authority Strategic review to next Agenda for further discussion and decision**

In order to hear from members of the public Councillors agreed to move discussion on Shyners Terrace ahead of Finance and Procedure.

## **19/062 to discuss Shyners Terrace maintenance;**

Prior to the meeting Councillors had received correspondence with regard to the maintenance of Shyners Terrace, which had been “adopted” by Merriott Heritage Trust following a period of dissatisfaction with the state of the footpath. There was a discussion around the works which have been done, which have improved the appearance of the path way and around concerns over land ownership and planned works. A resident was unhappy with the level of communication between themselves and Merriott Heritage Trust and with the planned cutting back as they had already asked an independent expert to come and give them advice on hedge laying and coppicing. There was also concern that work started without notice and early in the morning. The Parish Council had already requested the contractor not to start any works before 8.00.a.m. and agreed to write to Merriott Heritage Trust.

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**Action: Clerk to write to Merriott Heritage Trust regarding future and ongoing work at Shyners Terrace**

**19/063 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>	<u>Cheque Number</u>
425	GB Sport and leisure	Safety surface	£	422.75	£ 2,536.50	less able play	BACS
426	Playsafety Ltd	ROSPA inspection	£	34.00	£ 204.00	Rec	BACS
427	Yarcombe woodland	Oak sleepers	£	12.54	£ 75.24	Rec	BACS
428	Merriott Village Hall	room hire	£	-	£ 12.00	Room hire	BACS
429	Cllr I Hall Exps	Fertiliser & Fuel	£	67.96	£ 407.73	Pitch main & mower	BACS
430	R Keylock	Account fees	£	5.00	£ 30.00	Account fees	BACS
431	Julie Chant	Salary	£	-	£ 385.00	Clerks Salary	BACS
432	Martin Paull	mowing	£	-	£ 100.00	Burial Ground	BACS
433	Sam Hall	Interim payment	£	-	£ 400.00	Rec maintenance	BACS
434	EDF Energy	pavilion	£	-	£ 96.90	Pavilion utilities	BACS
435	AMS hone services	cleaning	£	-	£ 64.00	Pavilion	BACS
436	ARB garden services	strimming & hedge			£ 320.00	Rec maintenance	BACS
437	Tom Wallis	Ground works etc	£	1,310.00	£ 7,860.00		
			£	-			
		Total VAT to reclaim	£	1,852.25			
		<b>TOTAL</b>			<b>£ 12,491.37</b>		

The Clerk expressed some concern about the invoices relating to the car park as she had not been employed at the time quotes were discussed, but Councillors explained the original quotes were for the main car park, and the overflow car park refurbishment had been an additional task. Councillors were pleased with the works and the look of the overflow carpark and intend to open it once the reseeded grass areas had matured a little.

**Proposed Cllr J Shorting seconded Cllr D Aslett All agreed- payments were approved.**

**b) To note payments received:**

## RECEIPTS to 21st June 2019

<u>Receipt no</u>	<u>Date</u>	<u>Name</u>	<u>Payment for</u>	<u>Amount</u>	<u>Budget line</u>	<u>Paying in r</u>
225	28.05.19	Merriott YFC	Pitch & Pavilion	£ 200.00	pitch rent/pavilion	cheque
226	16.05.19	Adam Church Ltd	Pavilion hire	£ 10.00	Pavilion Hire	BACS
227	03.06.19	GD Preston	Pavilion hire	£ 30.00	Pavilion Hire	BACS
228	18.06.19	Active learn	Pavilion hire	£ 30.00	Pavilion Hire	BACS
229	18.06.19	North Perrott cricket	Pitch and Pavilion	£ 150.00	pitch rent/pavilion	BACS
230	07.06.19	HMRC	Vat reclaim	£ 3,913.12	Vat reclaimed	BACS
231	26.06.19	SSDC	106 payment	£ 14,385.00	106 payment	BACS

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TOTAL

£ 18,718.12

## Receipts were noted

### c) To note bank reconciliation and end of Q1 report

Councillors noted that two budget headings were overdrawn and agreed a transfer of funds from the VAT reclaim income to cover the shortfall for Play upgrade and car Park refurbishment.

Noted and agreed

### d) To note any updates to the risk register and inspection reports

None

## 19/064 Recreation Ground/Pavilion

### a) To receive the June inspection report, the ROSPA play inspection report and determine actions.

Cllr Aslett had done the inspection and had written to Heartsafe with concerns about the lock on the defibrillator cabinet.

**Action: Clerk to chase Heartsafe for response.**

Councillors had received a copy of the ROSPA play inspection and Cllr J Shorting recapped the items which had been highlighted for consideration. There were some comments around surfaces and height of equipment, but the main issues related to the timber play equipment. It was agreed that any remedial work on the timber play equipment be undertaken by a local tradesman, who was already carrying out other work around village.

### b) To receive update on cricket signs

This item will now be actioned next season.

### c) To receive Open Spaces working party report.

The working party felt most of the issues raised were due to be addressed under items f) to i).

### d) To discuss Merriott Bowls Club water usage and lease and to determine actions.

As the Bowls Club now had their own water supply, Councillors considered the matter of water usage prior to the separation of the supply. There was a discussion about the sprinkler system which had been installed and the level of water usage, but Councillors felt, having considered the matter it would be appropriate to write to the Bowls Club informing them that Merriott Parish Council would not be pressing them for payment of past water usage.

Councillors also discussed an appendix to the lease to reflect the new water supply arrangement and it was agreed that Cllr J Shorting and the Clerk would compose a letter to the Bowls Club.

**Proposed Cllr D Aslett, seconded Cllr S Ashton – all agreed.**

**Action: Cllr J Shorting and Clerk to write to Merriott Bowls Club.**

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- e) **Fun day update** – deferred
- f) **To determine action on proposed football shelters**  
The Open Spaces working party had discussed the proposed timber frame dug outs for the half way line. They discussed a concrete base with timber shelters, and wanted to see plans before agreeing to the work going ahead. Subject to design and costs, Merriott Parish Council would pay for the materials, up to a limit of £ 1,000 – **all agreed**
- g) **To determine action on mobile goals**  
Councillors had seen the costs of mobile goals and the Clerk had enquired about grants towards the cost. Councillors declined to purchase mobile goal posts at this time.
- h) **To determine action on flower /shrub border**  
Councillors agreed that the bed /border needed regular maintenance and Cllr C Paine agreed to contact a local gardener.  
**Action: Cllr C Paine to give Chair and Clerk contact details for local gardener.**
- i) **To determine action on proposed tennis court reservation policy.**  
Councillors discussed the proposal, but felt unless a group wanted to make a regular booking for the court, it should continue to be turn up and use free of charge.

**Action: Clearance of the areas to the side and rear of the pavilion to create storage area to be on August Agenda**

## 19/065: Highways and Footpaths;

- a) **To receive update on heritage road signs refurbishment**  
Cllr G Wright will forward the most recent quotes to the Clerk and the grant application will be completed.
- b) **Review on traffic calming measures**  
The Clerk had made enquiries about traffic surveys, but these were no longer free of charge from SCC. The estimated cost is £ 260.00 per location for a week of readings.
- c) **To discuss Shyners Terrace maintenance**  
This was discussed earlier under minute 19/062
- d) **Parish Path Liaison Officer**  
It is anticipated a Parish Councillor will step into the role as no other volunteers have applied.

## 19/066 Amenities

- a) **To decide CPR training and CPR kits for village amenities**  
Cllr Aslett and the Clerk had found a CPR mask pack, or a pack which also contained a heat retaining blanket.  
**Action: The Clerk will contact local amenities to see if anyone would like a kit.**  
A local first responder had offered to give CPR instruction to a group of people from the village for a donation of £ 50.00  
**Action: Clerk to contact for more details of training options**  
It was agreed that a first aid kit should be purchased for the Community Pavilion.  
**Action: Clerk to order first aid kit for Pavilion.**
- b) **To discuss Environment Strategy from SSDC**  
Councillors discuss the letter from SSDC inviting Parish Councils to comment and agreed there were issues which should be considered. It was agreed that the Clerk should reply given the tight deadline for response.  
**Action: Clerk to complete the Environment Strategy from SSDC**

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## 19/067 Clapperhay Community Land

### a) To approve the purchase of trees for the community land

Cllr Ashton had compiled a list and Cllr Hall and Cllr Paine expressed their interest in helping acquire the right mix of trees.

Councillors agreed that Cllrs Ashton, Hall and Paine order the trees for the heritage Orchard.

Cllr C Paine volunteered to join the Open Spaces Working Party.

## 19/068 VE Celebrations 2020

Deferred to next meeting

**19/069 Correspondence:** 2 copies of CPRE booklet had been received and given to Councillors

## 19/070 Items for August meeting;

Clearance of the areas to the side and rear of the pavilion to create storage area  
Community litter picking and additional tree planting  
Gigaclear update

**19/071 Next meeting:** An EGM to be held on Monday 22nd July 2019, 7.00p.m, at the Community Pavilion Merriott Recreation Ground

There being no other business the meeting closed at 9.35 p.m.