

Misterton Parish Council

Minutes of the Parish Council meeting held on 16th October 2018
At 6.30pm, WI Hall, Misterton

Present:

Cllr Iain Rowland (Chair)
Cllr Geoff Restorick (Vice Chair)
Cllr Abigail Rousell
Cllr Mark Kilpatrick

Cllr Graham White
Cllr Andrew Callow
Cllr Brian McNeill
Cllr Viv Rowe

In attendance

Mrs K Sheehan (Clerk)
1 member of the public

18/088. Public Open Session

No issues raised.

18/089. Apologies for absence

Apologies were received from Cllr Gillard and also from Cllr Mike Best (SCC).

18/090. Code of Conduct and Declarations of Interests

None.

18/091. Minutes of the meeting held on 18th September 2018

The minutes were approved as a true and accurate record of the meeting and duly signed.

Proposed: Cllr Restorick

Seconded: Cllr Rowland

RESOLVED

18/092. Matters Arising from Minutes

None raised.

18/093. Reports

- a. Report from County Councillor - none
- b. Report from District Councillor - none
- c. Report from Chairman of the Parish Council

Cllr Rowland reported that not much had changed since the previous meeting. Projects such as the living war memorial and Remembrance arrangements were still in progress.

d. Report from Misterton Recreation Field Trust

- Rabbits and badgers disrupting surfaces – ongoing monitoring
- Cllr White to look at hedge behind tennis courts and Cllr Rowland to erect new signage
- Tree works identified and being progressed.

18/094. Planning including applications currently in circulation/determinations

a. 18/01683/S73A – Land South of Crewkerne Station - alterations to access

Members noted that the changed plans proposed to move the site access further away from the station – no objections.

b. 18/02355/FUL – Former Bodyworks Department, Station Road – change of use

Some discussion took place around the proposals to locate storage containers at the site/operate a self-storage facility/possible courier business use. The following concerns were raised:

- Hours of operation – MPC members strongly supported the restricted hours suggested by SSDC on the basis of disruption to nearby residential areas
- On this basis, the use of the site as a possible courier business was queried as courier businesses did not traditionally operate within the hours suggested. It was agreed to ask SSDC for clarification on this.

Misterton Parish Council

- Increase in traffic to already busy site. Members stated concerns about articulated lorries not being appropriate to the site. Also concerns about vehicles reversing out onto the road.
- Surface water run-off from containers – Members wanted to see measures put in place to deal with this.
- Some concerns re visibility and appearance of the containers.

Action: Clerk to raise concerns with Planning Officer.

18/095. Highways

- a. To receive an update on enquiries relating to possible average speed check in the village**

Deferred until Cllr Best available.

18/096. Finance and Procedure

- a. To agree invoices for payment and to note regular payments**

<u>Voucher</u>	<u>Payee</u>	<u>Details</u>	<u>VAT</u>		<u>Total Payment incl VAT</u>	<u>Budget Line</u>
77	Humphries Kirk	Payment on account	£	-	£ 200.00	Misc
78	Cox & Co	Payroll services	£	3.50	£ 21.00	Office costs
79	Misterton WI	Room hire	£	-	£ 11.00	Room hire
80	Misterton Village Hall	Office rent	£	-	£ 45.00	Office costs
81	Vodafone	Telephone	£	2.21	£ 13.27	Office costs
82	Allen Computer Services	LiveDrive services	£	8.33	£ 50.00	Office costs
83	SLCC	CAB 11th Edition	£	0.80	£ 108.79	Office costs
84	Staffing	Salary/ies	£	-	£ 596.15	Staffing
		Mileage	£	-	£ 6.75	Mileage
		Stationery etc	£	-	£ 8.63	Office costs
85	SALC	Training fee	£	-	£ 25.00	Training

Proposed: Cllr Rowland

Seconded: Cllr Rousell

RESOLVED for payment

- b. To note payments received**

RECEIPTS to 10th October 2018

<u>Receipt no</u>	<u>Date</u>	<u>Name</u>	<u>Payment for</u>	<u>Amount</u>	<u>Budget line</u>
18	24.09.18	I Rowland	Bingo proceeds	£ 227.30	Emergency Plan
19	24.09.18	Stones monuments	Clifton inscription	£ 25.00	Cemetery
	10.10.18	HSBC	Interest	£ 1.47	Interest
TOTAL				£ 253.77	

Receipts NOTED.

- c. To note bank reconciliation**

The bank reconciliation had been previously circulated to all Councillors, along with the Quarter 2 outturn document. No questions were raised.

- d. To make arrangements for a Q2 financial check (internal)**

Clerk requested a volunteer Parish Councillor other than the Chair and Vice Chair to conduct a half year spot check on invoices/cheque/stubs/bank reconciliations and statements. Cllr Rousell agreed to undertake this.

18/096. Amenities

- a. To confirm arrangements for a Cemetery tidy up morning**

The Cemetery Tidy Up morning would be taking place at 10am, Saturday 27th October. All welcome, and asked to bring secateurs etc. Cllr White kindly offered a trailer.

- b. To consider insurance cover for FoMCC under PC policy**

Members considered information from the insurance company which could potentially cover volunteer activities by FoMCC if policy wording was changed to include the group. The Group would

Misterton Parish Council

also be a Working Party of the Parish Council, which Cllr Rowe reported that FoMCC had agreed to at their last meeting, the Parish Councillors were also in agreement.

Action: Clerk to make appropriate insurance arrangements and advise FoMCC accordingly.

c. To confirm arrangements for street poppies, silhouettes and WW1 commemorations

The Clerk reported that there was a large backlog of orders for the street poppies and RBL was unsure when they would arrive. Cllrs White and Callow agreed to erect the 8 silhouettes from 'There but Not There'. Cllr Restorick had procured some bunting and poppy stickers in case the street poppies did not arrive in time.

d. To adopt an amended fees policy for the cemetery

Members considered an amended fees policy for the cemetery which provided a reduced fee structure for former Misterton residents with family connections in the Parish.

Proposed: Cllr Rowland

Seconded: Cllr Rowe

RESOLVED

Exclusion of the press and public for confidential item regarding contracts

e. To consider quotations received for the Chapel roof and to consider next steps

One quote outstanding, Clerk to continue with funding applications.

18/097. Items for the next meeting

To be advised to the Clerk in advance of agenda publication.

To include:

- Budget 19/20 – election recharging arrangements

18/098. Date and location of next meeting

The next meeting was confirmed for Tuesday 20th November 2018 6.30pm, WI Hall.