

# Misterton Parish Council

## Minutes of the Parish Council meeting held on 18<sup>th</sup> June 2019 At 6.30pm, WI Hall, Misterton

### Present:

Cllr Iain Rowland (Chair)	Cllr Andrew Callow	Cllr Abigail Rousell
Cllr Viv Rowe	Cllr Paul Gillard	Cllr Brian McNeill
Cllr Geoff Restorick	Cllr Graham White	

### In attendance

Mrs K Sheehan (Clerk), 2 members of the public.

### 19/071. Public Open Session

No questions raised.

### 19/072. Apologies for absence

Apologies for absence were received and accepted from District Councillor Robin Pailthorpe.

### 19/073. Code of Conduct and Declarations of Interests

Cllr Rousell declared a prejudicial interest with respect to the planning application at Kingshay Barton, Church Lane and as such would not take part in discussions or vote. Cllrs Rousell and Rowland declared personal interests in the application relating to Owls Barton.

### 19/074. Minutes of the meeting held on 21<sup>st</sup> May 2019

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

**Proposed: Cllr White**

**Seconded: Cllr Restorick**

**RESOLVED**

### 19/075. Matters Arising from Minutes

None raised.

### 19/076. Reports

#### a. Report from County Councillor & District Councillor

Cllr Best reported that:

- SIS pavement resurfacing bid submitted some time ago was now listed for action in 20/21 financial year;
- Bradfords development – some play equipment now delivered, more work required to perimeter fencing and paths, bus stop issues remain unresolved;
- CLR meeting in Crewkerne had taken place; all reserved matters to be concluded by July and possible start which would trigger four-year delivery period once first house occupied;

#### b. Report from District Councillor (as above)

#### c. Report from Chairman of the Parish Council

Cllr Rowland reported that:

- There were no additional updates, other than those issues on the agenda.

#### d. Report from Misterton Recreation Field Trust

- Gates had been numbered, and one repaired;
- Trust now operating financially and legally separately from PC.

### 19/077. Planning including applications currently in circulation/determinations

#### a. 19/00774/FUL – Kingshay Barton, Church Lane – Alterations, erection of single storey extension and change of use of land to domestic garden – amended plans

(Cllr Rousell not participating or voting). Members discussed the application. It was noted the agent had been invited to the meeting to answer questions, but had declined. The reduction of parking spaces was of concern, Members feeling that this would add to parking and traffic pressures on

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Church Lane, and possibly the wider village. Members felt that these changes did not alter the Parish Council's position and all the PC's original reasons for objecting remained valid. A proposal to refuse the application was received and resolved.

**Proposed: Cllr I Rowland**

**Seconded: Cllr G Restorick**

**RESOLVED**

**b. 18/02355/FUL – Bodyworks Department, Crewkerne Station Business Park – amended plans.**

Members heard that District Councillor Mike Best had looked at the plans with colleagues and understood that the new restricted hours offered by the applicant would be put in place. On condition that these hours were implemented and adhered to, Councillors agreed to raise no further objections to this application.

**c. 18/02185/FUL – Owls Barton, Mosterton Road – amended plans**

No objections.

**19/078. Highways**

**a. To receive a report from the Parking Working Group (PWG)**

The date of the next PWG meeting was set for Tuesday 25<sup>th</sup> June at 6.30pm in WI Hall. Cllr White reported he had been to Broughtons Drive to speak to residents.

**Action: Clerk to organise meeting and book hall.**

**19/079. Amenities**

**a. To receive an update on the cemetery extension project**

The Clerk reported that the documents were currently with solicitors and being progressed. A fence to be erected within three months of completion at the cost of the Parish Council was agreed.

**b. To consider allocating additional area for interment of ashes at rear of chapel**

Members agreed a proposal from Cllr Restorick to allocate the unused area directly behind the chapel to expand capacity for interment of ashes. It was agreed that this would be cleared at the next (autumn) chapel working morning.

**Proposed: Cllr G Restorick**

**Seconded: Cllr V Rowe**

**RESOLVED**

**c. To receive the cemetery inspection report**

Members considered a detailed cemetery inspection report carried out by the Clerk. Headstones were tabled for annual inspection with visual checks every other month.

**d. To consider access arrangements for PC mailbox**

It was agreed to supply a key to the WI for mailbox access as it was also being used for WI post.

**19/079. 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>
146	Cox & Co	Payroll services	£	3.50	£ 21.00
147	Misterton WI Hall	Room hire	£	-	£ 11.00
148	Vodafone	Mobile Phone			£ 23.84
149	K M Dike	Cemetery grass cutting	£	42.50	£ 255.00
150	Staffing	Salary/ies	£	-	£ 581.10
		Mileage	£	-	£ 4.50
		Expenses - office supplies	£	16.56	£ 101.80
Total VAT to reclaim			£	62.56	
			<b>TOTAL</b>		<b>£ 998.24</b>

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Proposed: Cllr Rowland

Seconded: Cllr Restorick

RESOLVED for payment

**b. To note payments received**

Receipt no	Date	Name	Payment for	Amount
31	06.06.18	Southern Electric	Credit	£ 5.43
	10.06.19	HSBC	Interest	£ 1.52
	10.06.19	HSBC	Interest	£ 7.55
			<b>TOTAL</b>	<b>£ 14.50</b>

**c. To note bank reconciliation**

Noted.

**d. To discuss new accessibility regulations for Parish Council website**

Clerk obtaining quotes for the work – monthly item for update.

**e. Refresh of MPC core documents and policies:**

New draft Standing Orders and Financial Regulations had been previously circulated and the item was deferred to the next meeting to allow further time to read.

**19/080. Items for the next meeting**

To be advised to the Clerk seven days in advance of the meeting.

To include:

- Core documents
- Q1 finance report
- Report from PWG following June meeting

**19/081. Date and location of next meeting**

The next meeting was confirmed for Tuesday 16<sup>th</sup> July 2019, 6.30pm, WI Hall.