

# Misterton Parish Council

## Minutes of the Parish Council meeting held on 20<sup>th</sup> March 2018 At 6.30pm, WI Hall, Misterton

### Present:

Cllr Iain Rowland (Chair)

Cllr Abigail Rousell

Cllr Vivienne Rowe

Cllr Graham White

Cllr Brian McNeill

Cllr Mark Kilpatrick

Cllr Paul Gillard

### In attendance

Mrs K Sheehan (Clerk), Cllr M Best (SCC)

2 members of the public

### 18/027. Public Open Session

No issues raised.

### 18/028. Apologies for absence

Apologies were received from Cllr Geoff Restorick Cllr Angie Singleton (SSDC).

### 18/029. Code of Conduct and Declarations of Interests

Cllr Kilpatrick declared an interest in the planning application relating to St Christophers by virtue of proximity of this site to his own property.

### 18/030. Minutes of the meeting held on 20<sup>th</sup> February 2018

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

### 18/031. Matters Arising from Minutes

None.

### 18/32. Reports

#### a. Report from County Councillor

Cllr Best reported that:

- The Libraries consultation had now been extended to mid-June. Residents were urged to log on and complete the consultation questionnaire. Paper copies were available in the library.
- Concerns had been raised about the replacement of the current library arrangements with a volunteer led service.

#### b. Report from District Councillor

- Cllr Best stated that a grant request had been received by the WI Hall. Cllr Rowland stated that the PC was considering a grants fund and allocation policy at this meeting.

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

Cllr Rowland reported that:

- Recent cold weather had seen two HGVs trapped in the village. He extended thanks to all those who came out and assisted with gritting and getting one of these vehicles moving again, as well as to Cllr White who refilled the grit bins;

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- The Parish Council had now taken ownership of the Silver Street telephone kiosk and suggestions for its possible use would be welcomed. A defibrillator had been suggested;
- A suggestion from Cllr Restorick to join the street light poppy commemoration for the centenary of WW1 was received and the Clerk was asked to write a paragraph for the Misterton Magazine to gauge support ahead of the summer deadline.

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

Cllr Rowland reported that:

- The solicitor had responded to clarify the situation regarding the interpretation of free use of the Rec and that SALC would be asked for additional detail;
- MUGA lighting seems to be working well
- Moss removal from surfaces and benches had been scheduled for drier months

**18/033. Planning including applications currently in circulation/determinations**

**a. 18/00561/FUL – St Christopher’s, Middle Street**

Cllr Rowland reported that he had visited the site and noted the presence of a dropped kerb which indicated perhaps permission had been granted in the past for vehicular access. Some discussion took place about the visibility issues for those emerging and it was felt that the proposal might improve visibility and as a result safety for those exiting the property, as well as improving visibility of these cars for those passing on the main road. No objections were raised to the proposals.

**b. Determinations**

Determinations relating to Bridgefield in Middle Street and Knowle Farm, Mosterton Road were noted.

**c. To consider a request regarding the use of Clark’s Lane to connect the Old Coal Yard development to a sewer**

Members discussed plans provided by the Old Coal Yard developers regarding the proposed sewer connection at Clark’s Lane. Cllr Rowland reported that the idea was to do the works in the summer to avoid disruption to the preschool where possible. Vehicular access would be permitted by steel sheeting over the excavations. Cllr Kilpatrick queried whether a feasibility study would be undertaken and some clarification over the process and procedure with planning consent would be required. Queries over capacity were raised.

**Action: Clerk to write to developer and indicate that the Parish Council supports the idea in principle, but subject to further detail regarding process, feasibility and Wessex Water report. Cllr Best to establish if Unity and Clark’s Lanes are adopted and if so, to what point.**

**18/034. Finance and Procedure**

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

Voucher	Payee	Details	VAT	Total Payment incl VAT	Budget Line
8	SSDC	Ranger service Oct-March	£ 133.20	£799.20	Rec
9	P Rudkin	Electrical works to lighting	£ 36.70	£220.20	Rec
10	Vision ICT	Website hosting	£ 25.00	£150.00	Office
11	Staffing	Salaries (includes tax refund)	£ -	£558.68	Staff
		Mileage	£ -	£2.25	Office

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		Expenses (incl PAYE pd personally)	£	-	£87.68	Office
12	Ablelec	Defib installation	£	50.00	£300.00	Emergency Plan
13	EON	Rec field electricity	£	2.08	£43.76	Rec
14	Cox & Co	Payroll services	£	3.50	£21.00	Office
15	Misterton WI	Hall Hire	£	-	£11.00	Hall Hire
16	Misterton VH	Office Rent	£	-	£45.00	Office
17	Vodafone	Telephone/dongle	£	-	£35.50	Office
18	ICO	Data Protection registration	£	-	£35.00	Office
		Total VAT to reclaim	£	250.48		
					<b>£2,309.27</b>	

TOTAL                   **£2,309.27**

**Proposed: Cllr Rowland           Seconded: Cllr White           RESOLVED for payment**

**b.       To note payments received**

RECEIPTS to 1st - 28th February 2018

Receipt no	Date	Name	Payment for	Amount	Budget line
3	08.02.18	Wakelys	Vallis interment	£102.00	Cemetery
4	22.02.18	Greens stonemasons	Vallis interment	£25.00	Cemetery
	10.02.18	Interest to MM *694	Interest	£0.53	Interest
			TOTAL	<b>£127.53</b>	

**Receipts NOTED.**

**c.       To approve the amended Asset Register**

Members considered the updated asset register. This had been updated to reflect the acquisition of the telephone kiosk. It was noted that the strimmer was still being stored by Mr Heyd-Smith and Cllr White agreed to obtain this and store it.

**Proposed: Cllr Gillard           Seconded: Cllr Rowland           RESOLVED**

**d.       To consider a grants allocation policy and establish a \$137 grants fund for 2018-19**

Members considered a pre-circulated draft grants policy and it was agreed it would be a good starting point for trialling a new grants fund for review in one year. Some concerns were raised about whether this might have an adverse impact on independent fundraising. A proposal was made to allocate £500 for the 2018-19 financial year and review the applications received in one year. Cllr Best confirmed the money is only payable on completion of the project and organisations should be invited to report back to council on their projects and progress.

**Proposed: Cllr Rowland           Seconded: Cllr Rousell           RESOLVED**

**6 in favour, 1 against.**

**e.       To agree an additional signatory to the Parish Council bank accounts**

Cllr Rousell agreed to go on the mandate.

**Action: Clerk to obtain correct forms and process application.**

**18/035.       Highways & Footpaths**

**a.       To receive the report of the Roads Group**

The Road Group had not met so no report.

**b.       To receive an update on the yellow lines in Middle Street**

The Clerk reported that the day after this was raised at the last meeting the lines were reinstated. However, a complaint from a resident had been received to say that they had been extended and causing parking problems. Enquiries with Highways had revealed that this extension had been in error and would be rectified.

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A request was made for some additional double yellow lines between the garage and the entrance to Unity Lane, and for one car space to the other side of Unity Lane, which Cllr Best agreed to take up with the Highways department. Cllr Best stated that if this was agreed, a road order would go out for public consultation and that this consultation only took place once per year.

***Pursuant to section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 the press and public were asked to leave the meeting due to the confidential nature of the business transacted in Item 18/036(a).***

## **18/036. Amenities**

### **a. To consider tenders from contractors for grounds maintenance at Misterton Cemetery**

Three tenders were considered. Queries were raised about the specifications used and the Clerk was asked to establish further details including the price of ad hoc cuts, play area only cuts and football pitch only cuts for 4 times more than the original 10 times in the specification. This would then be considered at the April meeting.

**Action: Clerk to obtain additional information and reschedule for decision in April.**

### **b. To consider safety and risk inspections at the Cemetery**

Cllr Rowland stated that a regime of safety inspections, particularly of headstones, was required. Members agreed to form a working party to look into it and the Clerk was asked to organise a date for Cllrs Rowland, Rowe, Kilpatrick, and White to look around the cemetery.

**Action: Clerk to organise inspection date for Cemetery and circulate**

### **c. To appoint a new Parish Council representative on Friends of Misterton Cemetery Committee**

Following the resignation of Cllr Carolyn Newbery, a vacancy to the FoMCC had arisen. Cllr Rowe agreed to represent the Parish Council and this was agreed by all present.

### **d. To consider options for the Silver Street telephone kiosk**

Deferred to April meeting pending response from Misterton Magazine article.

### **e. To consider possible Post Office van visits to the village**

It was noted that neither the Parish Council or MJ's had received any response to this.

## **18/037. Items for the next meeting**

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

- Telephone kiosk
- Cemetery maintenance contract
- 'Slow' signs on Unity Lane
- Co-option
- Replacement/repair of noticeboard at Turnpike Green

## **18/038. Date and location of next meeting**

The next meeting was confirmed for Tuesday 17<sup>th</sup> April, 6.30pm, WI Hall

**The meeting finished at 8pm.**