

Misterton Parish Council

Minutes of the Parish Council meeting held on 20th November 2018
At 6.30pm, WI Hall, Misterton

Present:

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

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

In attendance

Mrs K Sheehan (Clerk), Cllr Mike Best (SCC), 2 members of the public.

18/099. Public Open Session

Thanks were recorded to Geoff and Charlie Restorick for their efforts with WW1 commemoration displays.

18/100. Apologies for absence

None.

18/101. Code of Conduct and Declarations of Interests

None bar all having an interest in the precept but permitted in the interests of needing to transact business.

18/102. Minutes of the meeting held on 16th October 2018

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

Proposed: Cllr Restorick

Seconded: Cllr Rowland

RESOLVED

18/103. Matters Arising from Minutes

Clerk noted that Cllr Rousell had kindly completed the Q2 internal financial checks.

18/104. Reports

a. Report from County Councillor

Cllr Best reported that:

- Crewkerne Library would remain open after the recent consultation;
- Due to a central government grant recent changes to the Winter Service Policy were being reversed – PCs should collect free grit as usual; (**Action: Clerk to contact Highways to confirm**);
- The Crewkerne Recycling Centre would not be charging from 2020, but would open limited hours Sat, Sun and Mon;
- Betterment development – green now complete, playground reseeded, paths being redone, roads would be surfaced 29th/30th November. Some dispute over a water tank and maintenance agreement – seeking clarification;
- Proposed development off Station Road for 350 houses – Cllr Best had attended meeting with developers who were unaware majority of development was in Misterton rather than Crewkerne. He reported that developers would approach both MPC and CTC to arrange a presentation to members outlining proposals – movement on both Kithill and Key sites also happening;
- Changes to parking restrictions in Market Street were underway – inclusion of a loading bay.

b. Report from District Councillor - none

c. Report from Chairman of the Parish Council

Cllr Rowland reported that:

Misterton Parish Council

- Remembrance commemorations had gone well with £161 raised for the Royal British Legion at the coffee morning. Thanks were recorded to all those who had supported the event and to the WI for the use of the hall, to those involved with the decoration of the Chapel, especially FoMCC and to everyone who helped with the cemetery tidy up morning;
- The Emergency Plan group were now working on a survey in association with CRISP focusing on preparing individual households.
- d. Report from Misterton Recreation Field Trust**
 - Rabbits and badgers disrupting surfaces – ongoing monitoring;
 - Possibility of retaining aerial for future events to be discussed;
 - Fete and Turkey Run both agreed;
 - Signage nearly complete – one mounting still to be agreed.

18/105. Planning including applications currently in circulation/determinations
a. 18/03259/COU – Unit 1, Crewkerne Station Business Park – Change of Use from use class B2 (Vehicle servicing) to dismantling/depollution of vans

Members raised a number of queries over parking, suitability of the site, relationship to previous application (courier/storage site). It was noted in particular that some areas seem to be dually allocated between the two applications. (i.e. parking and proposed quarantine area).

Action: Clerk to arrange site visit with Planning Officer and request extension.

- b. To consider the possibility of establishing a Planning Working Party**

For future consideration.

18/106. Highways

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

Deferred for Cllr Best to obtain answers from Council Officers and report back in December.

- b. To note changes to SCC Winter Service Plan 18/19**

As above.

- c. To discuss fingerpost restoration project**

Clerk reported that she had contacted the County Council and received information regarding use of volunteers and roadside safety. No grant funding was available.

Action: Clerk to ask Ranger for pricing for restoring posts at crossroads and end of Silver Street

- d. To discuss approach to SCC to have Silver Street lamp reinstated**

Clerk reported she had made this request and was waiting for a response. Cllrs raised concerns about parking around the Newbery Lane/Silver Street junction, possibly impeding access for emergency vehicles.

Action: Clerk to write to residents to raise concerns over emergency access.

18/107. Finance and Procedure

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

| <u>Payee</u> | <u>Details</u> | <u>VAT</u> | | <u>Total Payment incl VAT</u> | <u>Budget Line</u> |
|-------------------------|---------------------------|------------|--------|-------------------------------|------------------------|
| Cox & Co | Payroll Services | £ | 3.50 | £ 21.00 | Office/admin |
| Misterton WI | Room hire | £ | - | £ 11.00 | Room hire |
| Misterton Village Hall | Office Rent | £ | - | £ 45.00 | Office/admin |
| Somerset Landscapes Ltd | Grass cuts - Rec sept/oct | £ | 111.20 | £ 667.20 | Rec Field |
| SSE | Electricity | | | £ 137.89 | Rec Field |
| Vodafone | Telephone | £ | 2.21 | £ 13.27 | Office/admin |
| Staffing | Staff/mileage/RBL poppies | £ | - | £ 743.34 | Staff/mile/misc/office |

Proposed: Cllr Rowland

Seconded: Cllr Rousell

RESOLVED for payment

Misterton Parish Council

b. To note payments received

| <u>Receipt</u> | <u>Date</u> | <u>Name</u> | <u>Payment for</u> | <u>Amount</u> | <u>Budget line</u> |
|----------------|-------------|----------------|---------------------|-------------------|--------------------|
| 20 | 29-10-18 | Humphries Kirk | Vallis legacy | £ 1,500.00 | Chapel/Cem |
| 21 | 29-10-18 | R Green Masons | Russell inscription | £ 25.00 | Cemetery |
| | 10-11-18 | HSBC | Interest | £ 1.52 | Interest |
| | | | TOTAL | £ 1,526.52 | |

Receipts NOTED.

c. To note bank reconciliation

The bank reconciliation had been previously circulated to all Councillors. No questions were raised.

d. To consider the Budget 2019/20 and set the Precept

Members considered a first draft budget. It was noted that Council Tax Base figures would be available in December to permit assessment of per household/% rises. A few additions were suggested for a second draft for consideration at December meeting.

Action: Clerk to draft second budget for December.

e. To appoint an internal auditor for the 2018/19 financial year

Proposed to use Chalmers until final separation of Trust/PC finances is achieved.

f. To consider adopting a village logo

Members considered artwork for a possible village logo, kindly designed free of charge by a local designer. Option C was discounted and it was agreed to ask the village to vote through the Misterton Magazine on the remaining three options.

18/108. Amenities

a. To note amended insurance arrangements for FoMCC under PC policy and submission of FoMCC risk assessment

The Clerk stated that FoMCC, operating as a working group of the Parish Council, were now covered by the PC's insurance policy. They had provided a risk assessment of the activities undertaken and the Clerk had emailed to ask for inclusion in minutes of meeting and also to be notified ahead of any work more significant than light cleaning being undertaken.

Exclusion of press and public for consideration of confidential items (contracts)

b. To consider quotations received for the Chapel Roof and consider next steps

A preferred contractor was identified and agreed to invite FoMCC representatives to meeting before PC meeting on 11th December.

c. To consider quotations received for the works to trees at the Cemetery

A preferred contractor was selected and members present agreed to proceed with the identified first year of work as soon as practicable.

Action: Clerk to draw up works orders and obtain copies of insurances

18/109. Items for the next meeting

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

To include:

- Budget 19/20 – including election recharging arrangements
- Mince pies and festive refreshments

18/110. Date and location of next meeting

The next meeting was confirmed for Tuesday 11th December 2018 6.30pm, WI Hall.