



	Action
24/097/a PRESENT:	
Members: Mrs C Saint (Chairman), Mr A McFarlane (Vice Chairman), Mr J Davies, Mrs L	
Drayton, Mr T Harper, Mr M Myram, Mr B Owen, Mrs S Richings Mrs H Stokes and Mr D	
Warry	
Others: Mrs S Moore (Clerk), Mr Mike Hewitson (Unitary Authority Councillor) and 3	
members of the public	
24/097/b APOLOGIES:	
Mr Oliver Patrick (Unitary Authority Councillor)	
24/098 DECLARATIONS OF INTEREST	
None declared	
(Cllr Davies entered the meeting)	
24/099 PUBLIC SESSION	
Representatives from Tintinhull Youth Football Club enquired about using the	
recreation ground on a regular basis. The club has expanded and there is no longer	
enough space at Tintinhull recreation ground.	
(Cllr Warry entered the meeting)	
A discussion was held on their requirements and when the club would start playing at	
the grounds. Cllr Saint asked for more information as some of the requirements would	
require the approval of the National Trust.	
24/100 UNITARY COUNCILLORS	
The unitary report was circulated to councillors.	
Cllr Hewitson reported that Somerset Council had achieved a £2m underspend but	
were still under pressure on adult and children's services. He said that the work on	
Crewkerne gasworks was now complete so the traffic congestion should alleviate. Cllr	
Hewitson reported on the ongoing Council redundancies with a third of officers leaving	
and to contact either himself or Cllr Patrick should any difficulties arise in contacting	
services. Discussions were held on highway issues and planning.	
24/101 MINUTES OF PREVIOUS MEETING	
(Cllr Hewitson entered the meeting)	
It was RESOLVED to approve and sign the Minutes of the July Parish Council meeting.	
Cllr Hewitson gave his report (see minute ref: 24/100 and left the meeting after giving his	
report).	
24/102 MATTERS ARISING FROM MINUTES	
Review of Actions List	
The action list was reviewed	
Highways Issues: No response has been received from Highways. It was agreed	
to chase this up and also to report some of the items online.	Clerk
Willow Growing on Allotment Plot: It was agreed to reinspect the plot – ongoing	Cllrs Harper &
	McFarlane

- Trees Near Allotment Entrance: It was agreed that these need to be trimmed back ongoing
 Raised Grassloc tile under swing: Check tile and make good the area ongoing
 Reinstate benches by the pavilion
- Interactive map of verge cutting schedule to be forwarded to the Clerk
- Security barrier adjustment
- Check councillor training on SALC website

Cllr Harper Cllr Harper Cllr Harper Cllr Hewitson Cllr Harper Clerk

24/103 SPORTS & LEISURE

24/103/a Play Area & Recreation Ground

i. Play Area

Monthly Play Area Inspection report was given to councillors.

Cllr Davies reported that the hopscotch area had been repainted and the inside of the teepees have been washed. There appears to be some wear and tear on the balance beam, but these have been checked and it was found that they are still solid and child friendly. However, one of the sleepers could do with sanding down but this is not urgent. Cllr Davies said the grass cutting was not up to standard in the play area and there were large clumps of grass left.

ii. Recreation Ground

The damaged wall has been rebuilt and a gate has been installed.

iii. <u>Pavilion Project</u>

It was agreed for the Working Party to have a meeting to discuss any outstanding work and what further equipment still needs to be purchased. It was agreed to meeting on $4^{\rm th}$ October at the pavilion.

A discussion was held regarding the newly purchased bleed kit, and it was agreed that it would be prudent for it to go with the defibrillator in the Borough rather than at the recreation ground. It was agreed that the Clerk to write to the National Trust, pubs, post office and the garage to inform them where it is situated. Cllr Saint agreed to inform the defibrillator guardian.

Clerk

Cllr Saint

24/103/b Any Other Issues

None declared.

24/104 VILLAGE ENVIRONMENT

24/104/a Allotments

Cllr Harper stated that he had rented out an allotment and would send the details over to the Clerk

Cllr Harper

24/104/b Crime & Anti-Social Behaviour

No report.

Cllr Drayton said she was going to the next LCN meeting where she can raise specific issues of crime and anti-social behaviour occurring in the village with the PCSO.

24/104/c Footpaths

A comprehensive footpath report has been received from the PPLO and circulated to councillors.

24/104/d Ground Maintenance

It was RESOLVED to ratify the email approval of 27th August to get an additional grass cut in the recreation ground in time for the Grand Opening of the pavilion.

The draft ground maintenance tender document had been circulated to councillors. Several points had been raised for discussion and it was agreed to defer this matter until the next meeting.

24/104/e Highways & Transport

i. <u>Highway Maintenance Scheme</u>

Somerset Council are piloting a new Enhanced Highway Maintenance Scheme and Volunteering Training. This is being discussed at the LCN meeting. It was agreed to forward the information to councillors.

Clerk

ii. Speed Indicator Device/Speedwatch

Cllr Myram reported that Speedwatch sessions have been carried out by the Mason Lane junction and will be conducted by the school in Yeovil Road. Cllr Myram stated that he had experienced some verbal abuse which had to be reported.

24/104/f National Trust

Cllr McFarlane said there was nothing to report.

24/104/g Street Lighting

Cllr Warry said street light no. 17 in the Borough has been reported.

24/104/h Triangle Trust

No report.

24/104/i Any Other Issues

The Clerk reported that Somerset Council are proposing changes to the emptying of litter and dog bins. It is their intention that as of 1st April 2025, all bins that are not on council owned land will be charged per bin, per collection. The guide price given is £7.82 plus VAT, but the actual charge is yet to be confirmed.

24/105 MEMBERS' & CLERK'S REPORTS

Cllr Drayton said that due to inconsiderate parking at the entrance to Townsend the recycling lorry was unable to collect the recycling. It was agreed to put an article in the village magazine.

Clerk

Cllr Davies reported that there is a broken kerbstone in Bishopston. He also mentioned that his daughter will volunteer to do some litter picking in the recreation ground. A Hi-Viz vest and grabber will be provided.

Cllr Saint commented on engaging the youth in the village and suggested setting up a youth council. The Clerk agreed to get some information on this so it can be discussed at the October meeting.

Clerk

Cllr Saint expressed the Council's thanks to the Gardening Club for their generous donation of £1,000 towards the new defibrillator on the recreation ground.

24/106 FINANCE

24/106/a Matters for Report:

i. Monthly Bank Reconciliation

The Clerk gave the monthly bank reconciliation as of 31st July 2024:

Current Account	£	250.00
Business Reserve Account	£	84,833.83
Pavilion Reserve Account	£	35.39
Total	£	85,119.22
TOLAT	L	05,115.22
Less Outstanding Cheques		2,256.14

The Clerk gave the monthly bank reconciliation as of 31st August 2024:

Current Account	£ 250.00
Business Reserve Account	£ 81,081.37
Pavilion Reserve Account	<u>£ 35.43</u>
Total	£ 81,366.80
Less Outstanding Cheques	£ 1,032.06
Total as Cash Book	£ 80,334.74

Ring-Fenced Amounts

Sports Pavilion £13,493.34

Total	£37,052.09
Allotment Gate Key Deposits	<u>£ 430.00</u>
Allotment New Plot Deposits	£ 587.50
Allotment Rent & Donations	£ 2,397.82
Asset Management	£14,059.00
Play Equipment	£ 6,084.43

Budget Working Capital £43,282.65

ii. <u>HugoFox Direct Debit Payment for Website</u>

The monthly invoices of £23.99 for the website has been received. This invoice is paid by direct debit

ii. National Trust Direct Debit Payment for the Recreation Ground

The monthly invoices of £29.17 for the recreation ground lease had been received. This invoice is paid by direct debit.

Invoices paid in August and	on 14 th September 2024			
WEL Medical	Defibrillator & Cabinet for (pavilion)	£ 1,	,500.00	Chq 1893
Evis Ground				
Maintenance	Grass Cutting July	£	575.54	Chq 1894
Parc Ponies	Deposit for Donkey Hire	£	60.00	Chq 1895
SALC	Affiliation Fees	£	211.52	Chq 1896
Kingsbury Episcopi Silver				
Band	Hire of Band for 14.09.24	£	150.00	Chq 1897
Sparkworld	Oven & Fridge for Pavilion	£	847.99	Chq 1898
Terry Harper	Materials for Pavilion	£ 1,	,147.73	Chq 1899
Sharandys Birds of Prey	Birds of Prey Display for			
	14.09.24 Event	£	250.00	Chq 1900
Dr Turbervilles Morris	Morris Men Display for			
	14.09.24 Event	£	50.00	Chq 1901
R&R Entertainment	Bouncy Castle for 14.09.24			
	Event	£	85.00	Chq 1902
	Total	£5,	<u>,147.78</u>	
	Total	£5,	<u>,147.78</u>	
Invoices payable		£5,	<u>,147.78</u>	
<u>Invoices payable</u> Sarah Moore	July & August Expenses &			
Sarah Moore		£5,	, <u>147.78</u> 397.88	Chq 1903
Sarah Moore Evis Ground	July & August Expenses & Reimbursements	£	397.88	•
Sarah Moore Evis Ground Maintenance	July & August Expenses & Reimbursements Grass Cutting for August			Chq 1903 Chq 1904
Sarah Moore Evis Ground	July & August Expenses & Reimbursements Grass Cutting for August Reimbursement on items for	£	397.88	•
Sarah Moore Evis Ground Maintenance	July & August Expenses & Reimbursements Grass Cutting for August Reimbursement on items for pavilion & bleed kit for	£	397.88 575.54	Chq 1904
Sarah Moore Evis Ground Maintenance Christine Saint	July & August Expenses & Reimbursements Grass Cutting for August Reimbursement on items for pavilion & bleed kit for defibrillator	£	397.88	•
Sarah Moore Evis Ground Maintenance	July & August Expenses & Reimbursements Grass Cutting for August Reimbursement on items for pavilion & bleed kit for defibrillator Reimbursement on items for	£ £	397.88 575.54 392.43	Chq 1904 Chq 1905
Sarah Moore Evis Ground Maintenance Christine Saint Leona Drayton	July & August Expenses & Reimbursements Grass Cutting for August Reimbursement on items for pavilion & bleed kit for defibrillator Reimbursement on items for the pavilion	£	397.88 575.54	Chq 1904
Sarah Moore Evis Ground Maintenance Christine Saint	July & August Expenses & Reimbursements Grass Cutting for August Reimbursement on items for pavilion & bleed kit for defibrillator Reimbursement on items for the pavilion Churchyard Maintenance	£ £ £	397.88 575.54 392.43 191.16	Chq 1904 Chq 1905 Chq 1906
Sarah Moore Evis Ground Maintenance Christine Saint Leona Drayton PCC Montacute	July & August Expenses & Reimbursements Grass Cutting for August Reimbursement on items for pavilion & bleed kit for defibrillator Reimbursement on items for the pavilion Churchyard Maintenance Grant	£ £ £	397.88 575.54 392.43 191.16	Chq 1904 Chq 1905 Chq 1906 Chq 1907
Sarah Moore Evis Ground Maintenance Christine Saint Leona Drayton PCC Montacute HMRC	July & August Expenses & Reimbursements Grass Cutting for August Reimbursement on items for pavilion & bleed kit for defibrillator Reimbursement on items for the pavilion Churchyard Maintenance Grant PAYE Period 4-6	£ £ £ 1, £	397.88 575.54 392.43 191.16 ,000.00 364.60	Chq 1904 Chq 1905 Chq 1906 Chq 1907 Chq 1908
Sarah Moore Evis Ground Maintenance Christine Saint Leona Drayton PCC Montacute	July & August Expenses & Reimbursements Grass Cutting for August Reimbursement on items for pavilion & bleed kit for defibrillator Reimbursement on items for the pavilion Churchyard Maintenance Grant	£ £ £ 1, £ £ 1,	397.88 575.54 392.43 191.16	Chq 1904 Chq 1905 Chq 1906 Chq 1907

The Clerk said she has received four more invoices and asked if they could be paid with this month's payments.

Leona Drayton Reimbursement on items for

the pavilion £ 105.23 *Chq 1910*Donkey Hire £ 360.00 *Chg 1904*

for Pavilion

Christine Saint Reimbursement for cleaner's

charges for 14.09.24 <u>£ 36.00</u>

Reimbursement on materials £ 3,147.84

Total <u>£ 3,649.07</u>

Chq 1908

Chq 1909

It was RESOLVED to approve the payments.

24/106/c Other

Parc Ponies

Terry Harper

It was RESOLVED to vire £8,495.80 from the VAT refund into the Pavilion reserve.

24/107 PLANNING

24/107/a Parish Planning Working Party Feedback on Applications:

No applications received

24/092/b Planning Decisions and Reports

Decisions:

21/03731/FUL & 21/03732/LBC – conversion of the former piggery to dual use as a self-contained residential annexe to the principal farmhouse and a holiday let - approved

Reports:

24/01233/FUL – the proposed change of use to a children's farm includes the conversation and reuse of 2 existing agricultural buildings/barns together with a small extension to barn A, the provision of a parking area, the upgrading of existing field gate access onto/from Montacute Road, and the formation of a new access track leading from the upgraded access to the parking area and lane out viewing paddocks – Stoneshells Farm, Montacute Road, Tintinhull, Yeovil BA22 8QD – awaiting decision.

24/00750/FUL – conversion of existing agricultural building to create a single dwelling with garaging and associated works as well as demolition of existing buildings – Land at Icicle Barn, Lower Town, Montacute – awaiting decision

24/00125/COU – change of use of land to extend the residential curtilage of the property Lochindorb – Lochindorb, Montacute Road, East Stoke, Stoke sub Hamdon TA14 6UQ – awaiting decision

24/108 GOVERNANCE

The Clerk said four policies had been circulated in July for councillors to review and asked for their approval and adoption.

It was RESOLVED to approve and adopt the Internal Control policy.

It was RESOLVED to approve and adopt the Financial Terms of Reference.

It was RESOLVED to approve the Planning Terms of Reference.

It was RESOLVED to approve the Equality & Diversity policy.

The Clerk said in order to have proper traceability, she had set up a grant application form and grant policy which required approval and adoption.

It was RESOLVED to approve the Grant Application form and Grant policy.

24/109 CORRESPONDENCE

A letter has been received from St Catherine's Church asking the Parish Council to consider increasing the churchyard maintenance grant. It was agreed that the Finance Committee would discuss this when setting the budget.

24/110 ITEMS FOR FUTURE AGENDAS

Christmas Tree

Youth Council

Booking System for Pavilion	
Review of Emergency Plan	
24/111 DATE OF NEXT PARISH COUNCIL MEETING	
There being no further business, the meeting was closed at 21.10pm. The next meeting	
will be held in the village hall at on Wednesday, 16 th October 2024.	