



MINUTES OF MONTACUTE PARISH COUNCIL
MONTHLY MEETING HELD ON
WEDNESDAY 18TH SEPTEMBER 2024
IN THE VILLAGE HALL

	Action
<p>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)</p>	
<p>24/098 DECLARATIONS OF INTEREST None declared <i>(Cllr Davies entered the meeting)</i></p>	
<p>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. <i>(Cllr Warry entered the meeting)</i> 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.</p>	
<p>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.</p>	
<p>24/101 MINUTES OF PREVIOUS MEETING <i>(Cllr Hewitson entered the meeting)</i> It was RESOLVED to approve and sign the Minutes of the July Parish Council meeting. Cllr Hewitson gave his report (<i>see minute ref: 24/100 and left the meeting after giving his report</i>).</p>	
<p>24/102 MATTERS ARISING FROM MINUTES <u>Review of Actions List</u> The action list was reviewed</p> <ul style="list-style-type: none"> • 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. • Willow Growing on Allotment Plot: It was agreed to reinspect the plot – ongoing 	<p>Clerk Cllrs Harper & McFarlane</p>

<p>ii. <u>Speed Indicator Device/Speedwatch</u> 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.</p> <p>24/104/f <u>National Trust</u> Cllr McFarlane said there was nothing to report.</p> <p>24/104/g <u>Street Lighting</u> Cllr Warry said street light no. 17 in the Borough has been reported.</p> <p>24/104/h <u>Triangle Trust</u> No report.</p> <p>24/104/i <u>Any Other Issues</u> 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.</p>																											
<p>24/105 MEMBERS' & CLERK'S REPORTS</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p>	<p>Clerk</p> <p>Clerk</p>																										
<p>24/106 FINANCE</p> <p>24/106/a <u>Matters for Report:</u></p> <p>i. <u>Monthly Bank Reconciliation</u> The Clerk gave the monthly bank reconciliation as of 31st July 2024:</p> <table data-bbox="231 1350 997 1563"> <tr> <td>Current Account</td> <td>£ 250.00</td> </tr> <tr> <td>Business Reserve Account</td> <td>£ 84,833.83</td> </tr> <tr> <td>Pavilion Reserve Account</td> <td>£ 35.39</td> </tr> <tr> <td>Total</td> <td>£ 85,119.22</td> </tr> <tr> <td>Less Outstanding Cheques</td> <td>£ 2,256.14</td> </tr> <tr> <td>Total as Cash Book</td> <td>£ 82,863.08</td> </tr> </table> <p>The Clerk gave the monthly bank reconciliation as of 31st August 2024:</p> <table data-bbox="231 1709 997 1921"> <tr> <td>Current Account</td> <td>£ 250.00</td> </tr> <tr> <td>Business Reserve Account</td> <td>£ 81,081.37</td> </tr> <tr> <td>Pavilion Reserve Account</td> <td>£ 35.43</td> </tr> <tr> <td>Total</td> <td>£ 81,366.80</td> </tr> <tr> <td>Less Outstanding Cheques</td> <td>£ 1,032.06</td> </tr> <tr> <td>Total as Cash Book</td> <td>£ 80,334.74</td> </tr> </table> <p><u>Ring-Fenced Amounts</u></p> <table data-bbox="231 2022 997 2058"> <tr> <td>Sports Pavilion</td> <td>£13,493.34</td> </tr> </table>	Current Account	£ 250.00	Business Reserve Account	£ 84,833.83	Pavilion Reserve Account	£ 35.39	Total	£ 85,119.22	Less Outstanding Cheques	£ 2,256.14	Total as Cash Book	£ 82,863.08	Current Account	£ 250.00	Business Reserve Account	£ 81,081.37	Pavilion Reserve Account	£ 35.43	Total	£ 81,366.80	Less Outstanding Cheques	£ 1,032.06	Total as Cash Book	£ 80,334.74	Sports Pavilion	£13,493.34	
Current Account	£ 250.00																										
Business Reserve Account	£ 84,833.83																										
Pavilion Reserve Account	£ 35.39																										
Total	£ 85,119.22																										
Less Outstanding Cheques	£ 2,256.14																										
Total as Cash Book	£ 82,863.08																										
Current Account	£ 250.00																										
Business Reserve Account	£ 81,081.37																										
Pavilion Reserve Account	£ 35.43																										
Total	£ 81,366.80																										
Less Outstanding Cheques	£ 1,032.06																										
Total as Cash Book	£ 80,334.74																										
Sports Pavilion	£13,493.34																										

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

Budget Working Capital **£43,282.65**

- ii. HugoFox Direct Debit Payment for Website
The monthly invoices of £23.99 for the website has been received. This invoice is paid by direct debit
- iii. 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.

24/106/b Invoices Payable

Invoices paid in August and on 14th September 2024

WEL Medical	Defibrillator & Cabinet for (pavilion)	£ 1,500.00	<i>Chq 1893</i>
Evis Ground			
Maintenance	Grass Cutting July	£ 575.54	<i>Chq 1894</i>
Parc Ponies	Deposit for Donkey Hire	£ 60.00	<i>Chq 1895</i>
SALC	Affiliation Fees	£ 211.52	<i>Chq 1896</i>
Kingsbury Episcopi Silver			
Band	Hire of Band for 14.09.24	£ 150.00	<i>Chq 1897</i>
Sparkworld	Oven & Fridge for Pavilion	£ 847.99	<i>Chq 1898</i>
Terry Harper	Materials for Pavilion	£ 1,147.73	<i>Chq 1899</i>
Sharandys Birds of Prey	Birds of Prey Display for 14.09.24 Event	£ 250.00	<i>Chq 1900</i>
Dr Turbervilles Morris	Morris Men Display for 14.09.24 Event	£ 50.00	<i>Chq 1901</i>
R&R Entertainment	Bouncy Castle for 14.09.24 Event	£ 85.00	<i>Chq 1902</i>
	Total	<u>£ 5,147.78</u>	

Invoices payable

Sarah Moore	July & August Expenses & Reimbursements	£ 397.88	<i>Chq 1903</i>
Evis Ground			
Maintenance	Grass Cutting for August	£ 575.54	<i>Chq 1904</i>
Christine Saint	Reimbursement on items for pavilion & bleed kit for defibrillator	£ 392.43	<i>Chq 1905</i>
Leona Drayton	Reimbursement on items for the pavilion	£ 191.16	<i>Chq 1906</i>
PCC Montacute	Churchyard Maintenance Grant	£ 1,000.00	<i>Chq 1907</i>
HMRC	PAYE Period 4-6	£ 364.60	<i>Chq 1908</i>
Somerset Council	Lengthsman – July & August	<u>£ 1,065.60</u>	<i>Chq 1909</i>
	Total	<u>£ 3,987.21</u>	

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
Parc Ponies	Donkey Hire	£ 360.00	Chq 1904
Terry Harper	Reimbursement on materials for Pavilion	£ 3,147.84	Chq 1908
Christine Saint	Reimbursement for cleaner's charges for 14.09.24	£ 36.00	Chq 1909
	Total	<u>£ 3,649.07</u>	
It was RESOLVED to approve the payments.			
24/106/c Other			
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 conversion 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	
<p>24/111 <u>DATE OF NEXT PARISH COUNCIL MEETING</u> 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, 16th October 2024.</p>	