



**MINUTES OF MONTACUTE PARISH COUNCIL**  
**MONTHLY MEETING HELD ON**  
**WEDNESDAY 20<sup>TH</sup> NOVEMBER 2024**  
**IN THE PAVILION**

	<b>Action</b>
<p><b><u>24/127/a</u></b>     <b>PRESENT:</b>  <b>Members:</b> Mr A McFarlane (Vice Chairman), Mr J Davies, Mrs L Drayton, Mr T Harper, Mr M Myram, Mr B Owen, Mrs H Stokes and Mr D Warry  <b>Others:</b> Mrs S Moore (Clerk), and 2 members of the public</p> <p><b><u>24/127/b</u></b>     <b>APOLOGIES:</b>  Mrs C Saint (Chairman), Mrs S Richings, Mr Mike Hewitson (Unitary Authority Councillor) and Mr Oliver Patrick (Unitary Authority Councillor)</p>	
<p><b><u>24/128</u></b>     <b>DECLARATIONS OF INTEREST</b>  None.</p>	
<p><b><u>24/129</u></b>     <b>PUBLIC SESSION</b>  A representative of the PCC gave an update on the refurbishment of the church clock and asked for funding from the Parish Council. The Clerk agreed to forward on a grant application form and to find out whether the parish council had powers to provide funding to the church.  <i>(Cllr Davies entered the meeting)</i></p>	<b>Clerk</b>
<p><b><u>24/130</u></b>     <b>UNITARY COUNCILLORS</b>  The unitary report had been circulated to councillors.</p>	
<p><b><u>24/131</u></b>     <b>MINUTES OF PREVIOUS MEETING</b>  It was RESOLVED to approve and sign the Minutes of the October Parish Council meeting.</p>	
<p><b><u>24/132</u></b>     <b>MATTERS ARISING FROM MINUTES</b>  <u>Review of Actions List</u>  The action list was reviewed:</p> <ul style="list-style-type: none"> <li>• Willow Growing on Allotment Plot: This is not currently re-growing. The situation will be monitored</li> <li>• Trees Near Allotment Entrance: It was agreed that these need to be trimmed back - ongoing</li> <li>• Raised Grassloc tile under swing: Check tile and make good the area – ongoing</li> <li>• Reinstate benches by the pavilion</li> <li>• Noticeboard refurbishment: Clerk to give key to Cllr Harper</li> <li>• Interactive map of verge cutting schedule to be forwarded to the Clerk</li> <li>• Security barrier adjustment</li> <li>• SID: A replacement key is needed.</li> <li>• Montacute Memories: Information to be forwarded to the Clerk</li> <li>• Bleed Kit: It was agreed to chase the company regarding the installation once the contents had been checked.</li> <li>• Electrical Test Certificate for the Pavilion: Chase electrician to provide the certificate.</li> </ul>	<b>Cllrs Harper &amp; McFarlane</b> <b>Cllr Harper</b>  <b>Cllr Harper</b> <b>Cllr Harper</b> <b>Clerk</b> <b>Cllr Hewitson</b> <b>Cllr Harper</b> <b>Clerk</b> <b>Cllr Davies</b>  <b>Clerk &amp; Cllr Saint</b> <b>Cllr Harper</b>

<p><b>24/133</b>            <b>SPORTS &amp; LEISURE</b></p> <p><b>24/133/a</b>        <u>Play Area &amp; Recreation Ground</u></p> <p>i.    <u>Play Area</u> No report. The parish council have been advised of spare equipment being stored at a local farm. It was agreed to contact the farm about the equipment.</p> <p>ii.   <u>Recreation Ground</u> There was an unauthorised firework display held on the recreation ground. The fireworks were set off between the Cedar trees and the hedge next to the road. The National Trust have been informed that the parish council did not sanction this. It was suggested putting a notice on the recreation ground gate. As councillors have been approached by a number of residents who were disappointed that the National Trust are not allowing firework displays Cllr McFarlane agreed to contact the National Trust regarding the possibility of displays being held in the future There are children volunteering to collect litter in the recreation ground and they have made councillors aware that full dog poo bags have been disposed of incorrectly in the recreation ground. It was agreed to put an article in the village magazine</p> <p>iii.   <u>Pavilion</u> Cllr Harper gave an update on the pavilion Tintinhull Youth FC have asked for a meeting on a Monday evening. This is to be arranged. A discussion was held regarding potential storage for the football equipment and to check with Cllr Hewitson regarding planning permission</p> <p><b>24/133/b</b>        <u>Any Other Issues</u> A discussion was held regarding the delivery of the tree and tree lighting event.</p>	<p><b>Cllr Saint</b></p> <p><b>Cllr McFarlane</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b> <b>Clerk</b></p>
<p><b>24/134</b>            <b>VILLAGE ENVIRONMENT</b></p> <p><b>24/134/a</b>        <u>Allotments</u> No report.</p> <p><b>24/134/b</b>        <u>Crime &amp; Anti-Social Behaviour</u> The report for September from the Police.UK website had been circulated to councillors. It was agreed to ask the PCSO to attend a parish council meeting.</p> <p><b>24/134/c</b>        <u>Footpaths</u> No report.</p> <p><b>24/134/d</b>        <u>Ground Maintenance</u> It was agreed to defer the discussion on the ground maintenance contract.</p> <p><b>24/134/e</b>        <u>Highways &amp; Transport</u></p> <p>i.    <u>Speedwatch</u> Cllr Myram reported the police contacted the individual regarding the verbal abuse directed at the Speedwatch team.</p> <p>ii.   <u>Road Closure</u> National Highways will be refreshing the line marking and replacing the cat's eyes on the A303 and there will be a number of closures will be in place.</p> <p>iii.   <u>Meeting with Highways</u> The Clerk reported on the site meeting with Highways on 31<sup>st</sup> October. Many of the issues raised will need to be dealt with by the Traffic Engineer at Somerset Council. It was agreed to write to the Headmistress of All Saints Primary School regarding the parking on the grass verge and visibility splay in Yeovil Road.</p> <p><b>24/134/f</b>        <u>National Trust</u> Cllr McFarlane reported that the National Trust have started work to remove some trees from St Michaels Hill. The Clerk gave an update on the response from the National Trust regarding the amendment to the recreation ground lease regarding hours of use. The National Trust have asked if the parish council would agree to a letter setting out the amendment which</p>	<p><b>Clerk/Cllr Myram</b></p> <p><b>Clerk</b> <b>Clerk</b></p>

<p>would be attached to the lease. It was RESOLVED to accept the proposal from the National Trust to have a letter setting out the amendment.</p> <p>The Clerk gave an update on the Borough car park lease. It was RESOLVED to appoint Amicus Law to act for the parish council regarding the renewal of the lease.</p> <p><b>24/134/g Street Lighting</b> Cllr Warry said the street light no. 17 in the Borough was still not working as there are issues regarding the substation.</p> <p><b>24/134/h Triangle Trust</b> Cllr Warry reported that the Triangle Trust will be holding a Christmas Bazaar.</p> <p><b>24/134/i Any Other Issues</b> None.</p>	<p>Clerk</p> <p>Clerk</p>																																				
<p><b>24/135 MEMBERS' &amp; CLERK'S REPORTS</b></p> <p>The Clerk reported on the following consultations:</p> <ul style="list-style-type: none"> <li>• Enabling parish councils to hold remote meetings.</li> <li>• Local Boundary Review</li> <li>• Somerset Validation consultation on Planning</li> </ul> <p>The Clerk mentioned that it is the 80<sup>th</sup> anniversary of VE Day on 8<sup>th</sup> May 2025. It was agreed to add this onto 'Items for Future Agendas.'</p>	<p>Clerk</p>																																				
<p><b>24/136 FINANCE</b></p> <p><b>24/136/a Matters for Report:</b></p> <p>i. <u>Monthly Bank Reconciliation</u> The Clerk gave the monthly bank reconciliation as of 30<sup>th</sup> October 2024:</p> <table data-bbox="231 1032 997 1279"> <tr> <td>Current Account</td> <td>£ 250.00</td> </tr> <tr> <td>Business Reserve Account</td> <td>£ 71,124.31</td> </tr> <tr> <td>Pavilion Reserve Account</td> <td><u>£ 35.51</u></td> </tr> <tr> <td><b>Total</b></td> <td><b>£ 71,409.82</b></td> </tr> <tr> <td>Plus Outstanding Deposits</td> <td>£ 0.00</td> </tr> <tr> <td>Less Outstanding Cheques</td> <td><u>£ 1,952.53</u></td> </tr> <tr> <td><b>Total as Cash Book</b></td> <td><b>£ 69,457.29</b></td> </tr> </table> <p><u>Ring-Fenced Amounts</u></p> <table data-bbox="231 1429 997 1675"> <tr> <td>Sports Pavilion</td> <td>£ 9,660.24</td> </tr> <tr> <td>Play Equipment</td> <td>£ 6,038.82</td> </tr> <tr> <td>Asset Management</td> <td>£16,559.00</td> </tr> <tr> <td>Allotment Rent &amp; Donations</td> <td>£ 2,301.60</td> </tr> <tr> <td>Allotment New Plot Deposits</td> <td>£ 587.50</td> </tr> <tr> <td>Allotment Gate Key Deposits</td> <td><u>£ 430.00</u></td> </tr> <tr> <td><b>Total</b></td> <td><b><u>£35,577.16</u></b></td> </tr> </table> <p><b>Budget Working Capital</b> <b>£33,880.13</b></p> <p>ii. <u>Monthly Direct Debits</u> The monthly direct debits paid</p> <table data-bbox="231 1854 997 1995"> <tr> <td>HugoFox</td> <td>£ 23.99</td> </tr> <tr> <td>National Trust</td> <td>£ 29.17</td> </tr> <tr> <td>Eon Next</td> <td>£ 10.73</td> </tr> <tr> <td><b>Total</b></td> <td><b><u>£ 63.79</u></b></td> </tr> </table>	Current Account	£ 250.00	Business Reserve Account	£ 71,124.31	Pavilion Reserve Account	<u>£ 35.51</u>	<b>Total</b>	<b>£ 71,409.82</b>	Plus Outstanding Deposits	£ 0.00	Less Outstanding Cheques	<u>£ 1,952.53</u>	<b>Total as Cash Book</b>	<b>£ 69,457.29</b>	Sports Pavilion	£ 9,660.24	Play Equipment	£ 6,038.82	Asset Management	£16,559.00	Allotment Rent & Donations	£ 2,301.60	Allotment New Plot Deposits	£ 587.50	Allotment Gate Key Deposits	<u>£ 430.00</u>	<b>Total</b>	<b><u>£35,577.16</u></b>	HugoFox	£ 23.99	National Trust	£ 29.17	Eon Next	£ 10.73	<b>Total</b>	<b><u>£ 63.79</u></b>	
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<p>iii. <u>Online Banking</u> The Clerk reported that the parish council can now use online banking</p> <p><b><u>24/136/b</u></b>      <u>Invoices Payable</u></p> <p><u>Invoices payable</u></p> <table border="0"> <tr> <td>Sarah Moore</td> <td>October Expenses &amp; Reimbursements</td> <td>£ 219.99</td> <td><i>Chq 1922</i></td> </tr> <tr> <td>Evis Ground Maintenance</td> <td>Grass Cutting for October</td> <td>£ 575.54</td> <td><i>Chq 1923</i></td> </tr> <tr> <td>Paull &amp; Co Ltd</td> <td>Christmas Tree</td> <td>£ 162.00</td> <td><i>Chq 1924</i></td> </tr> <tr> <td>Ball Fire Protection Ltd</td> <td>Fire Extinguishers &amp; Site Attendance</td> <td>£ 351.60</td> <td><i>Chq 1925</i></td> </tr> <tr> <td>Montacute Village Hall</td> <td>Hire of hall</td> <td>£ 70.00</td> <td><i>Chq 1926</i></td> </tr> <tr> <td>Somerset Council</td> <td>Lengthsman – October</td> <td><u>£ 799.20</u></td> <td><i>Chq 1927</i></td> </tr> <tr> <td></td> <td>Total</td> <td><u>£ 2,178.33</u></td> <td></td> </tr> </table> <p>It was RESOLVED to approve the payments.</p> <p><b><u>24/136/c</u></b>      <u>Other</u> None declared.</p>	Sarah Moore	October Expenses & Reimbursements	£ 219.99	<i>Chq 1922</i>	Evis Ground Maintenance	Grass Cutting for October	£ 575.54	<i>Chq 1923</i>	Paull & Co Ltd	Christmas Tree	£ 162.00	<i>Chq 1924</i>	Ball Fire Protection Ltd	Fire Extinguishers & Site Attendance	£ 351.60	<i>Chq 1925</i>	Montacute Village Hall	Hire of hall	£ 70.00	<i>Chq 1926</i>	Somerset Council	Lengthsman – October	<u>£ 799.20</u>	<i>Chq 1927</i>		Total	<u>£ 2,178.33</u>		
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<p><b><u>24/137</u></b>      <b><u>PLANNING</u></b></p> <p><b><u>24/137/a</u></b>      <u>Parish Planning Working Party Feedback on Applications:</u></p> <p><b><u>24/00577/FUL</u></b> – S73A application to vary condition 2 (approved plans) of 24/00577/FUL to allow for revised external wall material for the potting shed – Ridsdale, Townsend, Montacute TA15 6XH – This application is with the planning working group</p> <p><b><u>24/01483/LBC</u></b> – to replace the rear porch, replace the roof covering over the rear additions – 5 South Street, Montacute TA15 6XD - This application is with the planning working group</p> <p><b><u>24/02635/DOC1</u></b> – discharge of Condition 5 (Pointing) of planning application 22/03504/LBC – 5 South Street, Montacute TA15 6XD - This application is with the planning working group</p> <p><b><u>24/02525/TPO</u></b> – application to carry out tree surgery works to no.1 tree as shown within the SSDC (MONT 1) 1994 Tree Preservation Order – 43 Bishopston, Montacute TA15 6UX - no comments required from the Parish Council</p> <p><b><u>24/137/b</u></b>      <u>Planning Decisions and Reports</u></p> <p><u>Decisions:</u></p> <p><b><u>24/02046/HOU</u></b> – demolition of existing garage. Erection of two storey and single storey rear extension. New garage – 9 St Michaels View, Montacute Road TA15 6UJ – permitted with conditions</p> <p><b><u>24/02366/TCA</u></b> – notification of intent to fell no.1 tree and carry out tree surgery works to no. 1 tree within a Conservation Area – Orchard lea, Bishopston, Montacute TA15 6UU – decided</p> <p><u>Reports:</u></p> <p><b><u>24/01233/FUL</u></b> – 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.</p> <p><b><u>24/00750/FUL</u></b> – 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</p>																													

<p><b>24/00125/COU</b> – 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</p>	
<p><b>24/138</b>                    <b>GOVERNANCE</b> It was RESOLVED to approve the changes to the Emergency Plan.</p>	
<p><b>24/139</b>                    <b>CORRESPONDENCE</b> A letter has been received from the Citizen’s Advice Bureau requesting funding as there has been a loss in funding. A discussion was held, and it was agreed to ask what the shortfall in funding is before agreeing to giving a grant</p>	<p><b>Clerk</b></p>
<p><b>24/140</b>                    <b>ITEMS FOR FUTURE AGENDAS</b> Christmas Tree Booking System for Pavilion Review of Emergency Plan Budget 2025/26</p>	
<p><b>24/141</b>                    <b>DATE OF NEXT PARISH COUNCIL MEETING</b> There being no further business, the meeting was closed at 20.35pm. There is no meeting in December. The next meeting will be held at the pavilion on Wednesday, 15<sup>th</sup> January 2025.</p>	