

# Misterton Parish Council

## Minutes of the Parish Council meeting held on 18<sup>th</sup> September 2018 At 6.30pm, WI Hall, Misterton

### Present:

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

Cllr Graham White  
Cllr Andrew Callow  
Cllr Brian McNeill  
Cllr Mark Kilpatrick

### In attendance

Mrs K Sheehan (Clerk)  
Cllr M Best (SCC)  
4 members of the public

### 18/076. Public Open Session

Members of the public present raised the following:

- Ongoing parking issues around the station, guidance suggesting commuters should use Yeovil Junction instead had apparently been issued;
- Scoping exercise on a possible future development between Crewkerne and Misterton which might require liaison between the Town and Parish Councils on CIL contributions.

### 18/077. Apologies for absence

Apologies were received from Cllr Rowe.

### 18/078. Code of Conduct and Declarations of Interests

None.

### 18/079. Minutes of the meeting held on 17<sup>th</sup> July 2018

The minutes were approved as a true and accurate record of the meeting and signed by Councillor Restorick who had chaired the meeting.

**Proposed: Cllr Restorick**

**Seconded: Cllr Kilpatrick**

**RESOLVED**

### 18/080. Matters Arising from Minutes

None raised. With the agreement of all present it was agreed to take the Highways and Planning items first after Reports.

### 18/081. Reports

#### a. Report from County Councillor

Cllr Best reported that:

- Recent County Council cuts would mean reduced road gritting, however the A356 would not be affected; no free grit bags would be issued to parishes;
- Similarly, there would also be a reduction in hedge and verge cutting;
- Progress at the Betterment site continues – resurfacing of the green has been completed and turf is waiting to be laid. Raised ironwork is installed ready for surfacing.

#### b. Report from District Councillor

None.

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

Cllr Rowland reported that:

- A recent bingo had raised £227 towards a defibrillator for the Silver Street kiosk;
- Thanks were recorded to Andrew Callow for his work on the kiosk;

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- A coffee morning had been arranged for the 3<sup>rd</sup> November for WWI commemorations – large poppies had been ordered but not delivered due to a backlog of orders. Silhouettes should be arriving in the next week;
  - A living war memorial had been agreed with FOMCC and would be planted shortly;
  - Emergency Plan is now nearly completed.
- d. Report from Misterton Recreation Field Trust**
- Rabbits and badgers disrupting surfaces – ongoing monitoring
  - Shipping container for storage for Misterton FC agreed
  - Village Hall Committee seeking to improve signage, this had also been agreed

**18/082. Planning including applications currently in circulation/determinations**

- a. 18/02104/EIASS – Request for screening opinion for mixed development of land, incorporating 350 dwellings, possible retail store, carparking associated with railway station and 60 bed care home**

Cllr Rowland introduced this item stating that this was not yet a substantive planning application and was on the agenda only to allow the Parish Council to state that it was aware of the screening exercise and was therefore not in a position to respond to the people who have contacted the Council regarding this matter as the application had not yet been submitted.

- b. To note that an appeal in respect of 17/02693/FUL has been lodged with the Planning Inspectorate**

This was noted by members who did not wish to add or alter any part of their original statement on this application.

- c. Determinations**

Members noted that the appeal relating to the application at Bridgefield, Middle Street (17/04872/FUL) had been dismissed.

- d. To approve a street naming proposal from SSDC relating to the development off Station Road**

On consideration of the proposed name of Chestnut Close members felt that this did not reflect the historical use of the site. Instead 'The Sidings' and 'The Old Coal Yard' were agreed as preferable, with Chestnut Close as third choice only on the proviso that a chestnut tree be planted.

- e. To resolve to adopt the Station Road bus shelters from Betterment Properties and request the payment of related monies to the Parish Council**

A proposal to formally adopt the two bus shelters and request the associated \$106 monies from the developer was received, subject to Betterment agreeing to meet the Council's reasonable legal expenses in the transfer.

**Proposed: Cllr Rowland**

**Seconded: Cllr Restorick**

**RESOLVED**

**18/083. Highways**

- a. To receive the results of the Road Survey 2018**

The Road Survey results had been previously circulated to members. Cllr Rowland summarised the findings, the main point of which being that a 42% increase in traffic had been recorded since the last survey 10 years ago. Discussion took place about possible speed reduction schemes, diversions, pavement widths and deterioration in pavements due to HGVS mounting the kerbs. Thanks were recorded to the members of the Roads Group for their efforts in collating the data.

**Action: Clerk to write to RoSPA and seek advice on current situation. Cllr Best to investigate possibility of average speed check camera system on entering and leaving the village, noting that this would necessitate a single 20mph limit throughout the village.**

- b. To consider a request for a 20mph speed limit in Silver Street**

As speed limits would be reviewed as part of 18/083(a) above, this would form one cohesive scheme.

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## 18/084. Finance and Procedure

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

<u>Voucher</u>	<u>Payee</u>	<u>Details</u>	<u>VAT</u>		<u>Total Payment incl VAT</u>	<u>Budget Line</u>	<u>Cheque Number</u>	
62	S Rowe	Noticeboard materials	£	8.70	£ 52.22	Misc	100743	
63	Cox & Co	Payroll services	£	3.50	£ 21.00	Admin/Office costs	SO 01.08.18	
64	Misterton WI Hall	Room hire	£	-	£ 11.00	Room hire	SO 01.08.18	
65	Misterton Village Hall	Office rent	£	-	£ 45.00	Office costs	SO 01.08.18	
66	Vodafone	Phone/dongle	£	2.88	£ 17.31	Office/admin	DD 02.08.18	
67	Cox & Co	Payroll services	£	3.50	£ 21.00	Admin/Office costs	SO 01.09.18	
68	Misterton WI Hall	Room hire	£	-	£ 11.00	Room hire	SO 01.09.18	
69	Misterton Village Hall	Office rent	£	-	£ 45.00	Office costs	SO 01.09.18	
70	Vodafone	Phone/dongle	£	2.21	£ 3.27	Office/admin	DD 04.09.18	
71	Arien Designs	Signage for Rec	£	19.19	£ 115.14	Rec	100744	
72	Rotary Club Crewkerne	Projector hire	£	-	£ 20.00	Emergency Plan	100745	
73	B Andrews Associates	Tree survey	£	-	£ 500.00	Rec/Cemetery	100746	
74	HMRC	PAYE Q2	£	-	£ 82.80	PAYE	100747	
75	Staffing/office costs	Salar(ies)	£	-	£ 595.95	Staffing	100748	
		Stamps/stationery	£	-	£ 6.65	Office/admin	100748	
		Mileage	£	-	£ 11.25	Mileage	100748	
76	JRB Enterprise	Dog bags	£	11.79	£ 70.74	Rec	100749	
		Total VAT to reclaim	£	51.77				
<b>TOTAL</b>					<b>£ 1,629.33</b>			

**Proposed: Cllr Rowland**

**Seconded: Cllr Restorick**

**RESOLVED for payment**

### b. To note payments received

#### RECEIPTS to 10th September 2018

<u>Receipt no</u>	<u>Date</u>	<u>Name</u>	<u>Payment for</u>	<u>Amount</u>	<u>Budget line</u>
11	6.7.18	Village Fete	Donation - Rec	£ 100.00	Pitch/rec donations
12	13.08.18	M Kilpatrick	Poppies	£ 20.00	Misc
13	13.08.18	W Newton	Exc Rights	£ 167.00	Cemetery
14	13.08.18	Wakely's (Russell)	Burial fees	£ 152.00	Cemetery
15	16.08.18	Vodafone	Refund	£ 90.77	Misc
16	10.09.18	Stoodleys (Horne)	Burial fees	£ 152.00	Cemetery
17	10.09.18	Wakely's (Oborn)	Burial fees	£ 102.00	Cemetery
	10.08.18	HSBC	Interest	£ 0.53	Interest
	10.09.18	HSBC	Interest	£ 3.17	Interest
	10.09.18	HSBC	Interest	£ 0.85	Interest
<b>TOTAL</b>				<b>£ 788.32</b>	

#### Receipts NOTED.

### c. To note bank reconciliation

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

### d. To note updated Risk Register

Members received the updated Risk Register which now included the latest tree surveys. The defibrillator section was updated to reflect that the fortnightly guardian checks were being conducted by a) Station defib - rota supplied by Phil Clifton, b) village hall – Iain Rowland and c) WI Hall – WI organised rota.

**Action: Cllr Rowland to supply expiry date on defib consumables (batteries, pads etc) to note on Risk Register.**

### e. To consider a possible upgrade to the website

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The Clerk reported she had been contacted by the current website provider with an offer to upgrade the website. Some discussion took place about the capabilities of the website and the Clerk was asked to obtain more information.

**Action: Clerk to contact Crewkerne TC re their website upgrade and also Allen Computer Services.**

## **18/085. Amenities**

### **a. To make arrangements for a Cemetery tidy up morning**

Agreed for 10am, Saturday 27<sup>th</sup> October, to be advertised in Misterton Magazine. All welcome, and asked to bring secateurs etc. Cllr White kindly offered a trailer.

**Action: Clerk to relay arrangements to FoMCC and advertise in Misterton Magazine.**

### **b. To receive an assessment on works needed to Chapel roof**

Cllr Callow reported from his assessment of the Chapel roof. He stated that the nails had rusted and tiles were slipping and gave an estimate of costs.

**Action: Clerk to contact FoMCC about possible 'sponsor a roof tile' fundraiser. Clerk to obtain three quotes for roof replacement from list provided by Cllr Callow. Cllrs Callow and Rowland to look inside chapel for water ingress.**

### **c. To consider locating a tap/water supply in the cemetery**

The Clerk reported that she, along with Cllr Restorick, had attended a site meeting with Wessex Water. The cost supplied by WW was considered to be prohibitive so this would not be progressed further. Members felt that an extra water container to collect grey water might assist.

**Action: Clerk to contact Wessex Water new connections for a price to connect a tap.**

### **d. To consider the results of a general management tree survey (Cemetery)**

**Action: Clerk to obtain quotes for the listed short-term works identified on the tree survey.**

**Proposed: Cllr Rousell**

**Seconded: Cllr Rowe**

**RESOLVED**

### **e. To confirm arrangements for the WW1 street poppies commemoration**

Clerk confirmed poppies are on order but delayed due to RBL backlog. Poppies and silhouettes to be displayed in time for coffee morning on 3<sup>rd</sup> November and Cemetery service.

### **f. To consider a request for a partial reduction in cemetery fees from a former Misterton resident**

Some discussion took place about whether former long-term residents of the village, still with family residing in the village should be able to take advantage of the 50% discount rate for cemetery plots. It was felt current residents of the village should be able to purchase plots for family members who previously lived in Misterton at the discounted rate, this being in line with other local councils.

**Action: Clerk to revise Cemetery fees policy for October meeting. Clerk to contact resident in the interim to advise.**

As part of the discussion, concerns were raised about the remaining capacity in the cemetery and the Clerk was asked to informally approach local landowners about a possible extension.

## **18/086. Items for the next meeting**

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

## **18/087. Date and location of next meeting**

The next meeting was confirmed for Tuesday 16<sup>th</sup> October 2018 6.30pm, WI Hall.