

# Misterton Parish Council

## Minutes of the Parish Council meeting held on 19<sup>th</sup> February 2019 At 6.30pm, WI Hall, Misterton

### Present:

CLlr Iain Rowland (Chair)  
CLlr Abigail Rousell  
CLlr Paul Gillard

CLlr Andrew Callow  
CLlr Viv Rowe  
CLlr Mark Kilpatrick

### In attendance

Mrs K Sheehan (Clerk), 3 members of the public.

### 19/013. Public Open Session

Members of the public attending raised issues regarding:

- Payments relating to the Parish Office and office telephone (clarified as a mobile telephone);

### 19/014. Apologies for absence

Apologies for absence were received and accepted from Cllrs Restorick, McNeill, and White. Also from County Councillor Mike Best.

### 19/015. Code of Conduct and Declarations of Interests

CLlr Rowland declared a personal interest in the item regarding parking at the Silver Street junction due to the proximity of his property.

### 19/016. Minutes of the meeting held on 15<sup>th</sup> January 2019

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

**Proposed: CLlr Kilpatrick**

**Seconded: CLlr Rowland**

**RESOLVED**

### 19/017. Matters Arising from Minutes

None raised.

### 19/018. Reports

#### a. Report from County Councillor

CLlr Best in his absence had circulated a written update to members prior to the meeting.

#### b. Report from District Councillor - none

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

CLlr Rowland reported that:

- Parking issues continued and the Parish Council hoped to approve terms of reference for a Parking Working Group to investigate the issue further;
- Emergency Plan survey had been slightly restricted due to the weather but some interesting feedback had been received.
- d. Report from Misterton Recreation Field Trust**
  - Members had been experimenting with solutions for moss problem on MUGA until drier weather meant it could be treated properly;
  - Lighting outside the football changing rooms had been agreed.

### 19/019. Planning including applications currently in circulation/determinations

#### a. 18/02649/FUL – Land at Wellsprings Farm, South Perrott Road – Amended

Members considered the amendments to this application – no objections now that these have been made.

#### b. Determinations – 17/02693/FUL – Land at Bullring Farm – Allowed on appeal

Noted.

# Misterton Parish Council

**19/020. Highways**

**a. To agree the terms of reference for the Parking Working Group**

Draft terms of reference, previously circulated were agreed by all, with an initial meeting set for 19<sup>th</sup> March at 6pm, preceding the Parish Council meeting of the same date.

**b. To consider a request to write formally to Misterton First School regarding parking and access at Middle Street and Silver Street junction**

Concerns were expressed regarding staff and parents using the junction for parking, making access difficult (especially for emergency vehicles). It was noted that historically the school had asked parents to park at Turnpike and walk.

**Action: Clerk to write to the school asking them to politely request staff and parents do not park on the junction**

**c. To consider arrangements for the annual village litter pick**

Date set for 10am, Sunday 7<sup>th</sup> April.

**Action: Clerk to book out equipment and arrange for WI Hall to be available.**

**19/021. Amenities**

**a. To receive an update on the Community Chapel Roof project**

The Clerk reported that the works would start (weather dependent) with the scaffolding w/c 4<sup>th</sup> March, and the roof works w/c 11<sup>th</sup> March. Members discussed a response received from Friends of Misterton Chapel and some concerns were expressed. The Clerk was asked to write again to clarify a few matters.

**b. To agree a proposal to acquire land for a cemetery extension**

Members noted the extremely kind gesture of a gift of a 40 x48sqm extension to the cemetery, which is nearing capacity. A proposal was received to acquire title to the land, paying legal costs of both sides.

**Proposed: Cllr Rowland**

**Seconded: Cllr Kilpatrick**

**RESOLVED**

**Action: Clerk to finalise estimate with solicitor and give instructions.**

**c. To resolve to move the Parish Office mail box to the front of the village hall**

After some discussion it was decided to ask the WI if it would be possible to locate it on the WI Hall wall.

**Action: Clerk to ask WI if this would be possible.**

**19/022. Finance and Procedure**

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

<u>Voucher</u>	<u>Pavee</u>	<u>Details</u>	<u>VAT</u>		<u>Total Payment incl VAT</u>	<u>Budget Line</u>
113	Cox & Co	Payroll services	£	3.50	£ 21.00	Office/Admin
114	Misterton WI Hall	Room hire	£	-	£ 11.00	Room hire
115	Vodafone	Office telephone	£	2.22	£ 13.28	Office/Admin
116	JRB Enterprise	Dog bags	£	11.85	£ 71.10	Rec
117	Frome Valley PC	Reimburse contribution for membership	£	-	£ 93.60	Memberships
118	Humphries Kirk	Legal fees - 1st Reg/easement	£	184.80	£ 1,180.80	Misc
119	Staff	Salary	£	-	£ 512.60	Staff
		Mileage	£	-	£ 4.50	Mileage
		Expenses	£	-	£ 9.85	Office/MUGA
120	SSE	Quarterly Electricity	£	11.71	£ 246.10	MUGA
		TOTAL VAT:	£	214.08		
		<b>TOTAL</b>			<b>£ 2,163.83</b>	

# Misterton Parish Council

**Proposed: Cllr Rowland**

**Seconded: Cllr Rousell**

**RESOLVED for payment**

**b. To note payments received**

**RECEIPTS to 10th February 2019**

<u>Receipt</u>	<u>Date</u>	<u>Name</u>	<u>Payment for</u>	<u>Amount</u>	<u>Budget line</u>
26	17.01.19	Stones Masons	Braley memorial	£ 110.00	Cemetery
27	17.01.19	Co-op funeral services	Richardson	£ 152.00	Cemetery
28	18.01.19	HMRC	VAT reclaim	£ 1,763.17	VAT
	10.02.19	HSBC	Interest	£ 1.52	Interest
			<b>TOTAL</b>	<b>£ 2,026.69</b>	

**c. To note bank reconciliation**

January and February bank reconciliations noted.

**d. To note the Q3 Finance Report**

Noted.

**e. To approve a list of items for the County Archives**

A pre-circulated list of items for loan to the County Archives was approved.

**f. To consider a grant request from ShopMobility Yeovil**

A grant request was considered. Due to pressure on grants budget this was not approved on this occasion.

**g. To agree a village logo**

Following village consultation and input from members of the public present, logo A was agreed, but with stipulation that a capital M be used.

**Action: Cllr Rowland to liaise to get new draft drawn up.**

**h. To receive an update on the Emergency Plan**

Cllr Rowland reported that a meeting was planned for 6<sup>th</sup> April to get people familiar with the equipment. He anticipated that up to £100 of the CRISP funds still held by the PC could be used to fund the event. He would provide details for the website and a Facebook account 'Misterton Prepared' had been set up.

*Exclusion of press and public for confidential items relating to staff and contracts*

**i. To adopt the NALC 2019/20 salary award and revised scales**

Adopted and Clerk's salary point moved up one level accordingly.

**j. To consider tenders for the 2019 Cemetery maintenance contract**

Deferred until March.

**19/023. Items for the next meeting**

To be advised to the Clerk 7 days in advance of agenda publication.

To include:

- Cemetery Maintenance Contract
- Update on acquisition of land adjacent to cemetery

**19/024. Date and location of next meeting**

The next meeting was confirmed for Tuesday 19<sup>th</sup> March 2019, 6.30pm, WI Hall.