

# Misterton Parish Council

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

### Present:

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

CLlr Andrew Callow  
CLlr Viv Rowe  
CLlr Brian McNeill  
CLlr Graham White

### In attendance

Mrs K Sheehan (Clerk), CLlr Mike Best (SCC), 4 members of the public.

### 19/025. Public Open Session

Members of the public attending raised issues regarding:

- Breakdown of the parish precept for 19/20 (Clerk agreed to resend explanation for the magazine)

### 19/026. Apologies for absence

Apologies for absence were received and accepted from CLlr Kilpatrick.

### 19/027. Code of Conduct and Declarations of Interests

CLlr White declared a prejudicial interest in the application relating to Jasmine House, Middle Street and would not participate in discussions or vote on the matter. Cllrs Gillard and Rowe declared personal interests in the same item.

### 19/028. Minutes of the meeting held on 19<sup>th</sup> February 2019

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

**Proposed: CLlr White**

**Seconded: CLlr Rowland**

**RESOLVED**

### 19/029. Matters Arising from Minutes

None raised.

### 19/030. Reports

#### a. Report from County Councillor

CLlr Best reported that:

- Higher tier authorities were no longer receiving government grants;
- The District Council was experiencing website issues, particularly the planning portal;
- Ditch clearance had taken place at the Bradfords site. Play equipment due to be installed – issues remain relating to the attenuation tanks/ditch maintenance.

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

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

CLlr Rowland reported that:

- The Emergency Plan Group would be holding a meeting on 6<sup>th</sup> April at the Village Hall to discuss survey results;
- Chapel roof replacement was underway.

#### d. Report from Misterton Recreation Field Trust

- A vinegar treatment had improved the moss problem on the MUGA;
- A gate had been removed for repair;
- Developer continues to make enquiries regarding the proposed sewer along Clark's Lane/

### 19/031. Planning including applications currently in circulation/determinations

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- a. **19/00282/FUL – Pattemore’s Transport – alterations and extensions to existing office buildings:** No objections raised.
- b. **19/00367/HOU – Jasmine House, Middle Street – Erect extensions:** No objections raised.

## **19/032. Highways**

- a. **To receive an initial report from the Parking Working Group (PWG)**

The PWG had convened and arranged to meet Tuesday 26<sup>th</sup> March at 6.30pm to start work.

- b. **To confirm arrangements for the village tidy up on April 7<sup>th</sup>, 10am**

Clerk confirmed that the WI Hall had been booked. Kit was available for collection on Friday 5<sup>th</sup>, but Cllr Rowland could collect it on the Thursday if that could be arranged.

## **19/033. Amenities**

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

The Clerk and Cllr Callow updated those present on the progress of the works and it was noted that the Friends of Misterton Cemetery Chapel had been declined to contribute to the works.

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

Clerk reported that solicitors were instructed and the transfer should be underway shortly. Some discussion on fencing for the extension took place, estimated at a cost of £500 (approx.).

- c. **To review Cemetery fees**

Members considered a report comparing current Cemetery fees with nearby cemeteries. Some concern had been raised about the potential for a ‘knock on’ effect from Crewkerne Town Council raising their prices considerably with effect from 1<sup>st</sup> April 2019. Members felt that it would be worth considering restricting burial rights to Misterton residents, former residents, those with a relative buried in the cemetery and those able to prove a strong connection to the village.

**Action: Clerk to investigate cemetery fees and possible change of burial policy further – seeking advice from SALC if necessary.**

- d. **To consider legal advice received regarding adoption of Station Road bus stops**

Advice from the Council’s solicitor regarding the current issues with the adoption of the bus stops was considered. Cllr Best agreed to take the matter up with the Planning Department at SSDC, in order to obtain clarity on the procedure.

## **19/034. Finance and Procedure**

- a. **To consider arrangements for the Parish election on 2<sup>nd</sup> May and subsequent May meetings**

May meetings (Annual PC meeting, Annual Parish Assembly and May monthly meeting) were confirmed for Tuesday 21<sup>st</sup> May.

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

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<u>Voucher</u>	<u>Payee</u>	<u>Details</u>	<u>VAT</u>		<u>Total Payment incl VAT</u>	
121	Cox & Co	Payroll services	£	3.50	£	21.00
122	Misterton WI	Room hire	£	-	£	11.00
123	Vodafone	PC telephone	£	2.22	£	13.28
124	SSDC	Ranger Service (Biannual)	£	159.84	£	959.04
125	HMRC	PAYE (quarterly)	£	-	£	42.80
126	Vision ICT	Website hosting	£	25.00	£	150.00
127	Staffing	Salary/ies	£	-	£	619.35
		Mileage	£	-	£	4.50
		Office costs	£	-	£	1.16
128	Humphries Kirk	Cemetery retainer	£	-	£	300.00
TOTAL VAT:			£	190.56		
			<b>TOTAL</b>		<b>£ 2,122.13</b>	

**Proposed: Cllr Rowland**

**Seconded: Cllr Restorick**

**RESOLVED for payment**

**c. To note payments received**

**RECEIPTS to 10th March 2019**

<u>Receipt</u>	<u>Date</u>	<u>Name</u>	<u>Payment for</u>	<u>Amount</u>		<u>Budget line</u>
29	01-03-19	Doble	Excl rights	£	587.00	Cemetery
	10-03-19	HSBC	Interest	£	7.38	Interest
		HSBC	Interest	£	1.37	Interest
<b>TOTAL</b>				<b>£ 595.75</b>		

**d. To note bank reconciliation**

March bank reconciliation noted.

**e. To approve additional signatory to PC bank account**

Cllr Rousell had previously agreed to become a third signatory, Cllr Rowland was communicating with the bank on procedure.

**f. To agree a village logo**

Two final designs, incorporating the capital 'M', were reviewed and logo A was approved. Thanks were extended to Mr Mike Furniss for his efforts with this matter.

**g. To consider a Village Information leaflet reprint request**

Members received the updated Village Information leaflet and thanks were extended to Carol Walker for her time and efforts updating it. It was decided to make this available electronically rather than reprint it extensively as members were concerned it could quickly become out of date again. The Clerk could print off ad hoc copies where required on the PC printer.

**h. To consider a nomination to the SCC Chair's Awards for Services to the Community 2019**

Discussion about possible nominees took place, one was selected and the Clerk asked to complete the nomination.

**Action: Clerk to submit nomination form**

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

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

After consideration of tenders for this contract, Halcyon Landscapes were awarded the 2019 contract, subject to receipt of necessary insurances and paperwork.

**19/035. Items for the next meeting**

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

**19/036. Date and location of next meeting**

The next meeting was confirmed for Tuesday 16<sup>th</sup> April 2019, 6.30pm, WI Hall.