

Minutes of Meeting of Long Sutton Parish Council
Held at the Hall on Tuesday 5th April 2016 at 7.25 pm

Present: Councillors, Mr R W Fry (Chairman) Mr T P Shire, Mr P A F Godfrey, Mr G Farenden, Mr J Foy, Mr D R C Agnew, Mr J A Ellerbeck, Mr M Turpin and Mr N E Pomeroy. County Councillor Mr D Ruddle, District Councillor Mr S Pledger and 4 members of the public.

Apologies for Absence: There were no apologies.

1. Declarations of Interest

Mr Godfrey declared a personal and pecuniary interest in Planning Application Number 16/01251/FUL to be discussed at item 6 on the Agenda.

2. Minutes of meeting held on 1st March 2016

There having been representation from a member of the public in respect of the draft minutes previously circulated, the Clerk reported that having taken advice from SALC, she had been advised that the PC's minutes should not contain any part of public discussion or representation and she had therefore deleted the comments made by the public from the draft minutes in respect of item 6 Nomination of Assets of Community Value.

Following discussion, it was proposed Mr Ellerbeck, seconded Mr Godfrey and unanimously agreed that the minutes as amended be approved. These were then signed by the Chairman.

3. Matters Arising

Mr Ellerbeck said that as a result of the complaints that have been received regarding the minutes and other matters which have now been suspended for 28 days, he has reported himself to the Standards Committee and Monitoring Officer at SSDC.

The Chairman said that he has also reported himself to the Monitoring Officer for investigation.

District Councillor Pledger said that he attends many Council meetings and thinks the way the PC have organised themselves over the last 12 months is to be applauded.

4. County Councillor's Report

Mr Ruddle said that he did not have anything to report as he has been away on holiday. He has however received emails regarding speeding at Langport Road. It was confirmed this is on the agenda for discussion later in the meeting.

He also offered his services in relation to the issues the PC have been facing as he has had experience in matters such as this.

5. District Councillor's Report

Mr Pledger reported that Area North dealt with 6 planning applications last month. One was for a shop and 10 houses by the Fire Station in Somerton. Somerton Town Council were not happy to have a shop there as there is one around the corner and the application was turned down.

He said that there was a report from an organisation who do a lot of charitable work in the Parks in Yeovil.

Regarding The Bell Hotel in Curry Rivel, he said they are spending money trying to tidy this up and the Conservation Officer is looking into a way in which may be the skittle alley can be delisted.

There is an application for a cover over the swimming pool in Huish which is going to cost a lot of money. Grants have been applied for.

A badminton event was held at Huish School on Saturday which raised £900 for the School.

He said that Yarlinton are looking to sell another property, this time in Pitney which he is not happy about as they should be informing the DC first.

As the meeting started slightly early the Chairman suspended the meeting in order to let members of the public speak.

The matter of speeding at Langport Road was raised and the request for installation of a speed warning device. The PC having previously received emails regarding this, the matter is on the agenda to be discussed later in the meeting.

The meeting then resumed.

6. Planning

Application No: 16/01251/FUL: Erection of an extension to dwellinghouse. Tarsset House, Shute Lane.

Mr Godfrey left the room while the application was discussed.

It was proposed, seconded and unanimously resolved that the PC has no objection to the application.

Permissions granted by SSDC:-

Application No: 15/00482/FUL Erection of a two storey side extension and raising of eaves level at rear of dwellinghouse. 1 Rowley Cottages, Hermitage Road, Upton.

Application No: 16/00068/FUL Replacement of four fixed pane windows with aluminium opening casements. Old Stables Cottage, Knole.

7. Nomination of Assets of Community Value

It was confirmed that Long Sutton Stores has been registered as a community asset.

The PC was asked to explore other land and buildings in the Parish which could be nominated as a community asset and there was discussion regarding this, culminating in it being decided that advice should be taken from the DC.

8. Parish Foul Drainage Arrangements

Mr Martin Tidman, Senior Engineer with Wessex Water has agreed to attend the PC's meeting on the 3rd May. This will commence at 7 pm.

9. Village Hall and Recreation Ground:

9.1 Cricket Club Grant of Lease/Project Funding

It was reported that the Cricket Club are looking for a 15 or 10 year Lease in order to obtain some of the funding that is available. The Treasurer of the VHC is taking advice from the Charity Commission regarding this.

9.2 Single Fire Door, rear of stage

It was reported that a quote of £690.38 has been received which is considerably less than the original quote obtained. This was something which the PC agreed to pay for. It was proposed Mr Agnew, seconded Mr Farenden and unanimously resolved that the VHC should go ahead and arrange the installation.

9.3 Update regarding replacement of VH windows: An updated quote is being obtained.

9.4 Any Other Village Hall matters

A quotation of £660 has been obtained for the painting of the rest of the Hall.

Mr Godfrey said that he is getting a revised quotation in respect of a PA system for the Hall as he was not happy with original one obtained.

A letter has been received from the DC regarding an annual inspection of the play equipment which was passed to Mr Pomeroy. Application has to be made by 20th May.

10. Finance:

10.1 Balances and Accounts for Payment

Business Reserve A/C		<u>£18,173.99</u>
Current A/C		10,795.71
Less Payments/Transfer March		<u>782.19</u>
		10,013.52
Add Allotment/FBT rents		360.00
Transfer from Lengthsman A/c		<u>30.00</u>
		<u>£10,403.52</u>
Lengthsman A/C		7,502.90
Less Pd to CW fee for Feb	1,798.64	
Transfer to LSPC Current A/c Re internal audit fee	30.00	
Pd to CW out of meeting fee for March	<u>1,428.94</u>	<u>3,257.58</u>
		4,245.32
Add LS reimbursement for cost of materials used by CW		245.06
Aller reimbursement for cost of materials used by CW		<u>126.10</u>
		<u>£4,616.48</u>

The Clerk confirmed that she could not confirm balances as yet for the end of the financial year as statements have not yet been received.

A/Cs for payment:

Clerk's Salary	300.00
HMRC (Tax on Clerk's Salary – final quarter)	225.00
CCS Subscription	40.00

Lengthsman A/C:
Moss killer - VH

85.62

It was proposed Mr Ellerbeck seconded Mr Shire and unanimously resolved that the accounts be paid.

There was discussion regarding repaying the balance held following the installation of the solar panel system at the VH in order to reduce the PC's indebtedness and the amount of interest paid.

Mr Pomeroy said that there was a lot of work required to be spent on the hall in order to maintain this. It was however felt that there is grant money available and that a list of the works required and a budget should be produced.

It was agreed that this is a matter which should be further discussed at the next meeting.

There was also discussion regarding the recovery of VAT from the solar panel installation which culminated in it being proposed by Mr Agnew, seconded Mr Ellerbeck and resolved by a majority that the balance in hand should be repaid regardless of the VAT to be recovered. Enquiry is however to be made as to whether there are any penalties involved in reducing the loan. (Voting 6 for 3 against)

10.2 Financial Regulations/Online Banking

Mr Ellerbeck reported that having made further enquiries from NatWest regarding their online system, there is no way in which two people can authorise a payment. Each person has to have their own card and card reader. He is therefore going back to SALC as they have details of a Bank that will allow this.

He also said that the PC's Financial Regulations which were originally approved in 2003 are seriously in need of updating. An updated version has been produced by NALC and he will take it upon himself to produce something for discussion at the next meeting.

10.3 External Audit of Accounts for Year ending 31st March 2016

The Clerk reported that the external auditors have requested submission of the Annual Return by the 17th June 2016. The PC now has to set its own dates for the exercise of electors' rights which must be for a period of 30 working days extending into at least the first 10 working days in July. Once the accounts have been finalised these will need to be internally audited and she therefore suggested that these should then be approved by the PC at its June meeting. The Annual Return and accompanying notices have to be published on the PC's website.

11. Allotments/Farm Business Tenancies

Mr Ellerbeck reported that two people have so far applied for allotments. When 6 people have expressed an interest the PC has an obligation to provide them.

12. Community Warden Scheme

Mr Ellerbeck reported that copies of the Contract were sent to the other Parishes in order that they could utilise this in respect of their own Parish. There will be no pay rise in view of the additional benefits he will now receive from the DC.

At the moment LS is still the Lead Parish.

The Contract for LS has been signed by the CW and the Chairman.

13. Members Code of Conduct

Clause 15 regarding Dispensations has now been amended to bring this in line with the new Standing Orders recently adopted by the PC. It was proposed Mr Agnew, seconded the Chairman and unanimously resolved that the amendment be accepted.

14. Parish Website

Mr Godfrey reported that website training took place last month and Mr Ellerbeck and Mr Foy are now able to make changes.

He said that he had previously been asked to put newsletters and other information from the Village Agent on the website. The PC agreed that there was no objection to this.

15. Neighbourhood Watch/Community Safety/Civil Contingencies

It was reported that there have been a lot of thefts going on

The Police report for Area North for March is 185 investigated crimes 32 arrests and 16 ASB.

First Aid Courses and Defibrillators

It is understood that Mr Gould has plans for a defibrillator at the shop and various other community projects. This means that any money which the PC gets from other organisations will enable a defibrillator to be put in elsewhere in the Parish.

Following discussion, it was proposed Mr Ellerbeck, seconded Mr Godfrey and unanimously resolved that Mr Gould should be invited to become the LS Parish Community Safety Officer responsible for community safety and civil contingencies. A job specification will be provided in this respect. Mr Shire agreed to become the nominated link for the PC.

The First Aid Course is to take place on the 27th April. At the moment 9 people will be attending.

16. Representative Reports and any other matters regarding:

16.1 Highways

Mr Foy reported that it would appear that some patching work has taken place. Some of the items reported last month have not been dealt with and he will chase Chris Weeks of Highways.

A letter has been received from a Parishioner regarding parking at Cross Lane with a suggestion of double yellow lines as a solution to the problem. Mr Foy said that he did not think that Highways would entertain double yellow lines as this requires a Traffic Regulation Order.

It is also understood that some of the residents at Cross Lane have said that they do not want lines outside their houses.

A reply will be sent to the Parishioner concerned saying that it is not thought the application of any further lines is necessary.

16.1.1 Speeding – Langport Road

Mr Foy will contact Somerset Highways regarding a more suitable location for a SID at Langport Road and if they say that there is not a suitable piece of street furniture to attach this to, whether the DC will help fund the provision of this or whether the PC gets the Lengthsman to do this.

16.1.2 Update on other highways matters.

Parking at the bottom of Shute Lane is felt to be a serious issue. The Police are aware of this.

16.2 Footpaths: It was reported that a stile at the top of Munday's Court Lane and one at Dock Hill Lane requires attention.

16.3 Environment: Nothing to report.

17. Correspondence

A letter of thanks has been received from the Treasurer of the PCC for the PC's donation.

Letters have been received from a Parishioner regarding the Housing Association property that has been sold in Long Sutton which was mentioned by District Councillor Pledger and also with regard to the Village Shop/Post Office.

18. Date of next meeting - 3rd May 2017 the Annual Parish Council Meeting preceded by a presentation by Mr Martin Tidman of Wessex Water at 7 pm.

19. Any Other Business/Items for next meeting

The Clerk raised the number of hours that had been required to carry out the work of the Council over the last few months. She was asked to let the PC know her preferred way of dealing with this.

Mr Ellerbeck proposed that an honorarium of £100 should be paid to the Clerk for all the hours she has worked over the last few months. This was seconded by Mr Foy and unanimously resolved.

Mr Godfrey said that he had set the new laptop up with the email account of clerk@longsutton.org.uk.

Mr Ellerbeck said that he needed to amend the Employment section of his Declaration of Interests Form to Retired. The Clerk will contact SSDC regarding this.

The meeting closed at 9.45 pm