

**CURRY MALLET PARISH COUNCIL
ORDINARY MEETING of the PARISH COUNCIL**

Minutes of the meeting of Curry Mallet Parish Council

held on Monday 13th June 2016 in the Curry Mallet and Beercrocombe Village Hall, Curry Mallet

Present: L W Frazer, G K Townrow, R J Allard, D R Beck, Mrs A J Clarke, P McKeown.

In attendance: Cllrs S Steele & D N Yeomans (Part Meeting)

1335. Public Participation Time

No members of the public were present.

1336. To receive reports from the District and County Councillors on items that may be of interest

Mrs Steele noted that the Chief Constable had 'phoned her directly to assure that his officers were according maximum effort and support in respect of the Chubbards Cross caravan site shooting incident. (Andy Marsh had previously been District Commander at Yeovil for South Somerset).

Cllr Yeomans' monthly newsletter has previously been circulated. He referred to the Langport 'HGV Watch' initiative to curb the number of heavy vehicles travelling through the town but he was doubtful of it achieving any reduction, because of the difficulties in enforcing the existing HGV licence restrictions.

The implications of the Care Act and 2% increase on Council Tax was noted as leaving councils with unfunded responsibilities, meaning further reduction in other services are inevitable.

1337. Declarations of Interest

None declared.

1338. Apologies

None.

1339. Election of Chairman, Vice Chairman and Portfolio Holders.

This item was carried forward from last month to allow all members to participate.

Mr Frazer had indicated he wished to stand down as Chairman. He was thanked by members for his exemplary work as Chairman since November 2011, during which period there had been several contentious planning applications, other difficult issues concerning the Play Area project and the management of the Village Hall, and various community initiatives (eg. Magna Carta Anniversary Celebrations) to bring to fruition.

Chairman:- Mr McKeown was nominated by Mr Beck and seconded by Mr Allard. As no other candidate was supported, Mr McKeown was duly elected unopposed.

Vice Chairman: - Mr Allard was nominated by Mr Beck and seconded by Mr McKeown.

Portfolio holders for 2016 / 2017 were agreed as:

Rights of Way	Mr McKeown
Planning	Mr McKeown
Highways & Waste Management	Mr Townrow
Village Hall Representative	Mr Allard
Village Hall Lease Renewal Committee	Mr Frazer, Mr McKeown, Mrs Clarke
Playing Field Inspection	Mr Allard
Newsletter Editorial Board Rep.	Mr Beck (if Council representation were agreed with the Editorial Board)
Personnel Committee	Mr Frazer, Mr Allard, Mr Townrow
Web Site Steering Group Rep.	Mr McKeown

1340. Minutes of the meeting held on 9th May 2016

These were approved and duly signed by the Chairman.

1341. Matters arising

1302 – Web site – There remains a desire by the Council and the webmasters to establish a steering group of between 5 – 7 people with specific roles and remit as well as establishing a set of policies

covering editorial and advertising content. Mr Frazer to liaise with Mr Cannon regarding his interest in supporting the website.

1302 - Newsletter – The Council expressed its condolences to Mr Hearn on the death of his wife. It was noted that, in due course, he was amenable to meeting with the Council's representatives to discuss the governance of the newsletter. The recent issue was commended by Councillors as being visually striking and informative. Content, at 16 pages, was felt to be an appropriate length, as additional pages in multiple of 4's, would incur higher printing charges than had been incorporated into the Council's annual budget projections.

1306 – Pensions Act – All actions completed and a letter has been received from Pension Regulator confirming registration is complete and that the current employee has declined the offer of a work place pension.

1318 – Risk Management and Fol Documents

The updated Risk Assessment and Management Methodology circulated in May by the Clerk was approved, subject to a minor amendment re mitigating risks associated with storage and application of herbicide.

Approval of the draft Fol Publication Schedule dated April 11th 2016 was noted.

1320 – Play Area Administration – VHC Views

Mr Allard has yet to raise formally with the Village Hall Committee but has socialised options and, subject to final agreement, recommended that the VHC maintains the Area on a day to day basis, with the Parish Council remaining as owners of the equipment. Insurance cover to be discussed further, potentially under the VHC's policy, with the Parish Council including the incremental policy premium within the envisaged annual Play Area grant for equipment maintenance and replacement. (mins. 1093 & 1128 refer.)

The working group have met with SSDC and confirmed \$106 money is available until July 2017. Designs are expected to be returned by the end of June for 3 pieces of equipment; a mound with tunnel and slide, a climbing frame and sandpit with stone climbing area. It is hoped that installation, in phases, will have started by spring 2017. These items are appealing to a wide range of ages and abilities. Costs will be refreshed once the designs are finalised. Mrs Steele noted that the proposed basket was especially suitable for use by disabled children.

1328 – Additional Verge Trimming & Highway Maintenance

This was undertaken on May 24th; Mr Harris' 2016 cutting had additionally included verges on the upper part of Rockway, the lower part of Headwell and (*gratis*) Church Street. Mr Beck has cleared verge growth in front of the village-entry sign on Hatch Road and also that which obscured the sign-post finger-arms opposite Halfway House. The prolific growth of vegetation this year has made the exercise particularly beneficial around the village.

1334 – Village Hall Mower Proposal

Mr Allard continues to progress this matter.

1270 Village Hall Lease Renewal

The next meeting date of the committee is being established for September to allow time for liaison with Stoke Sub Hamdon's hall committee and for preparing a new constitution to replace the Trust Deed. Ian Clarke, the SSDC solicitor, is to be approached for legal advice re drafting the constitution along with Nicola Greenslade from the Community Council for Somerset.

1342. Footpaths & ROW

L8/9 footpath – there are 2 bridges on this route, the upper one has no hand rail on the north-west side and the lower one has a gap between the planks and rail. Mr McKeown noted that good repairs had been completed on L8/25 last December, arranged by Rachael Pearce and he will contact her to discuss the issues on L8/9.

1343. Planning

No matters this month.

1344. Annual Return 2016

1. Finalisation of the 2015/2016 Receipts & Payments Summary and Notes has been completed, with the VAT elements now correctly apportioned and the Notes clarified; there was no change to the overall Receipt and Payment amounts as approved at the April 11th meeting (min. 1314). A copy of the Summary has been circulated to members previously, and has been provided for audit.

2. Audit Timing – all required documents are with the Internal Auditor, except for 2 outstanding items which have been sought. Clerk to contact Grant Thornton to notify a delay in submitting the Return until 15th July. This would avoid the need to hold an Exceptional meeting to confirm adherence to the nine Governance Statement criteria, post- completion of the Internal Audit.
3. Section 1 Declaration – deferred as described in point 2 above.
4. The arithmetic split on Section 2 (boxes 2 & 3), re SSDC grant + precepted levy, was corrected and initialled by the Clerk and Mr Frazer, their being signatories to the April 11th certification (min. 1314.)

1345. Finance

The following payments were agreed and cheques will be issued in due course.

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| 1. Mr Westley Harris for Verge Trimming | £348 inc VAT | Cheque no 528 issued |
| 2. PMP for June magazine | £109 | Cheque no 530 issued |
| 3. SALC Affiliation fees | £74.12 | Cheque no 529 issued |
| 4. Prize for Fun Day (CM&BC VHC) | £10.00 | Cheque no 531 issued |

VAT Refund

The claim for refund will be prepared and submitted by the Clerk as soon as the Annual Return has had audit approval.

Clerk Salary Review

NALC/SLCC recommendations for scale point 15 is an increase from £8.613 per hour to £8.717 per hour, a rise of 1.02%. This increase is within budget tolerance and was accepted by the Council. The increase is effective from 1st April 2016 and will be paid with the July quarterly payment.

Personnel Committee to arrange a meeting with the Clerk to review working hours required and a general performance appraisal.

1346. Attendance at forthcoming meetings

Nothing to note

1347. Correspondence

- South West Waste Partnership newsletter previously circulated
- Police & Crime Commissioners newsletter previously circulated.

1348. Items of report from members

- Mr Beck sought progress for the installation of a village-entry sign on Beer Street, and Mr Townrow undertook to liaise with Gary Warren of Somerset Highways.
- Mr Frazer noted that a peacock has taken up residence in the horse-chestnut tree next to the village shop.
- Mr Townrow noted that resurfacing of Church Street would be in February 2017, a timing by agreement with Park Farm, and that Highways' contractor has been required to rectify deficiencies in the adverse camber work on Helliar's Lane; this is likely to be for a day in July / August during the school holidays.
- Parking around the school continues to be problematic; work for replacement railings at the west end of Sheppy Road will exacerbate the situation, by reducing the adjacent verge area available for parking.
- The five gullies above Latcham Farm (ex Virginia Cottage) have been cleared of debris and undergrowth; Mr Townrow advised that the farm's new owner was willing to take over this general maintenance commitment, and the Council expressed its thanks.
- Hedgerow growth around the sign post finger-arms opposite Rock House had been cleared by Mr Townrow.
- Recent traveller trespass on Hatch Beauchamp Village Hall grounds was noted; environmental clean-up costs of £500 with potentially a further £6,000 of legal costs for bailiffs were noted. Hatch Beauchamp VHC are to modify their entrance access to prevent any recurrence.
- Mr Townrow has contacted neighbourhood policing regarding a locally employed vehicle driver, who travels at speed without due care through parish's narrow lanes also used by horse riders, cyclists and pedestrians.

Next meeting will be held on Monday July 11th 2016 in the Village Hall at 7.30pm



Shaun Dale Clerk to the Parish Council