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| 2019.20.10.01 | **Present**   * Cllr. N. Bluck, Cllr. G. Defries, Cllr. R. Coombes, Cllr. J. Mock Cllr. A. Groves [6] * SSDC Cllr. Louise Clarke * SSDC & SCC Neil Bloomfield * Seven members of the public   DUE TO THE NON-ATTENDANCE OF CLLR. PARKER, [CHAIRMAN]  THE VICE CHAIRMAN CLLR. A. GROVES CHAIRED THE MEETING | **Action by:** |
| 2019.20.10.02 | **Apologies for absence**  Cllr. J. Parker due to holidays |  |
| 2019.20.10.03 | **Declarations of interest**  None |  |
| 2019.20.10.04 | **Minutes**  The minutes of the parish council meeting of 2nd September 2019, as circulated, were ***RESOLVED [6/0]*** to be an accurate record and were signed as such by Madam Chairman  It was noted that Cllr. A Groves would be unable to attend the meeting referred to in 2019.20.9.09 [correspondence – item six] |  |
| 2019.20.10.05 | **Matters to REPORT from the previous meetings**   1. It was noted that the existence of an environment agency permit regarding the 4 houses at Martock Lane was still unknown 2. It was noted that the address for the listed building to be queried regarding changed windows without permission was 5 main street and not 9 as previously stated 3. The memorial noticeboard is to be installed by the Burrough Street trees by Cllr. Bluck. It was agreed that brass memorial plaque to be purchased by Cllr. Bluck. Wording: In Memory of Di Clarke – Ash Parish Clerk   The Clerk advised that a utilities search should be carried out prior to the installation of the noticeboard. | **Clerk**  **clerk**  **N. Bluck** |
| 2019.20.10.06 | **District and County Councillor reports**  It was reported that:   1. There were ongoing queries regarding the County Council contract request for Speed indicator Devices. 2. County Council remains in a difficult funding situation 3. There are ongoing issues regarding the Coates Road planning application 4. Martock Town Council are commissioning an independent transport assessment regarding the Coates Road Application. 5. Ash residents were encouraged to comment on the Coates road application by 15th October and it was agreed by Ash Parish Council that an ash alert would be sent out with Cllr Thomson agreeing to draft the alert. 6. Martock town council were holding a public meeting re the Coates Road application on 23rd October 7. There was no change regarding the available information on the potential new school in the area.   Cllr. Bloomfield provided an outline of South Somerset District Council planning procedures for information. | **A Groves &**  **H Thomson** |
| 2019.20.10.07 | **Clerk Vacancy**  It was reported that the vacancy had been circulated widely and that the closing date was Friday 11th October.  The Clerk advised that the formal interview procedure should be followed.  The Clerk advised that this was her final week and the Chairman formally thanked her for her work. | **Cllr. Groves & Chairman** |
| 2019.20.10.08 | **Correspondence**   1. Letter to the Chairman regarding Ash In Bloom, Pavilion and other concerns - This had been circulated to all members along with the response sent by the Vice Chairman in consultation with the Chairman. [attached as appendix one] 2. Western Power Distribution – Information request regarding the Christmas lights installation – this was given to District & County Cllr. Bloomfield to complete as installer 3. Draft Tree Policy – this item to be covered later in the agenda under ‘environment’ 4. Somerset County Council regarding speed indicator devices – noted 5. St Margaret’s Hospice funding request – noted 6. Plug – N – Go electronic charging devices - noted | **N Bloomfield** |
| 2019.20.10.09 | **Planning**   1. DECISIONS REPORTED:   Of the four applications at Milton considered at the September meeting 3 had been approved with the part retrospective one still awaiting a decision.   1. APPLICATIONS FOR CONSIDERATION 2. 19/02632/PAMB –notification for prior approval for the change of use of agricultural building to a dwelling house – land adjacent to Barton Court Farm, Martock Lane, ASH It was ***RESOLVED [6/0]*** that Council questions whether this application meets the criteria for a class Q application due to the level of change applied for. 3. PARISH BOUNDARY CHANGES COMMUNITY GOVERNANCE REVIEW   Deferred to the next meeting due to Cllr. J. Parker not being in attendance. | **Clerk** |
| 2019.20.10.10 | **Environment**   1. Environmental Audit 2. The Parish Council confirmed their ongoing support for the Biodiversity audit of the parish. 3. The role of the parish council in nature conservation was discussed.   It was ***RESOLVED [6/0]*** that council supported the setting up of an informal working group [independent of the council] to engage locally with residents of Ash and Martock to look at achievable action. It was agreed that Cllr. H. Thomson be the representative from Ash Parish Council.   1. Parish Tree Policy – the draft proposal received was noted and will be considered at the November meeting of the Council. 2. Parish Lengthsman [ranger] works   It was reported that the greenery along the footpath linking Back Street to Witcomb needed cutting back | H. Thomson  A Groves |
| 2019.20.10.11 | **The Recreation Ground & Play Area**  Play area – It was ***RESOLVED [6/0]*** to appoint the Play Inspection Company to carry out the annual independent inspection [ one year contract] |  |
| 2019.20.10.12 | **Highways**  Auto Speedwatch   * It was noted that following installation, the impact of the unit would be assessed with Council agreeing to be forward thinking and proactive about this and other speed management methods. * It was noted that an expenditure item should be considered for inclusion in the next budget * It was noted that the village speedwatch handover meeting was currently on hold | j Mock & A Groves  G Defries & A Groves |
| 2019.20.10.13 | **The Pavilion**   1. Approach Road   Two quotes had now been received [ Circa £2 - £3 thousand]  Cllr. G. Defries reported that Yarlington had approached the council with regard to the cost of the required repairs and a general response had been made regarding awaiting 3 formal quotes.  **\*Cllr. R. Coombes left and returned to the meeting during this discussion\***  The possibility of an interim repair was raised  **\*Cllr. J. Mock left the meeting and the room at this point – prejudicial interest\***  Following discussion, it was ***RESOLVED [5/0]*** that an interim repair [ with an  upper expenditure limit of £100] be carried out for safety reasons.  **\*Cllr. J. Mock returned to the meeting at this point\***   1. Pavilion Door & accessibility   It was noted that the door seal had currently been removed as it had been half off.  It was reported that the condition of the kitchen fire door was being checked.  The difficulties regarding the accessibility of the main entrance were being looked into – initial contract had been for a low threshold door for disabled access – It was agreed that the Chairman [ Cllr. Parker] would contact the supplier.   1. Vacancy and upkeep / maintenance report   - No formal responses had been received regarding a cleaner for the pavilion and it was noted that a complaint had been received regarding the cleanliness.  Cllr. J. Mock reported that he was donating a ‘Henry Hoover’ to assist with keeping the floors cleaner.  -It had been noted that a regular user had not paid / been charged for around  20 months and this was now being investigated.  -A hire agreement had yet to be obtained from the Somerset Association of  Local Councils [SALC]  -It was noted that SALC website access was needed by all Councillors. | J. Mock  j.Mock  J Parker  J. Mock  J. Mock  Clerk |
| 2019.20.10.14 | **Village Defibrillator**  -It was reported that the fund currently stood at around £700.  -It was noted that idea of joint fundraising had been raised with the PTA  -Somerset Prepared were being approached about grant funding this month.  -It was agreed that an article with a link to the go-fund-me page be placed on the Martock ‘facebook’ page.  -It was agreed that an article be placed in the next newsletter saying that the fund was nearly there for the first defibrillator  -Cllr. G. DeFries agreed to write to the PCC [parochial church council] requesting a contribution. | **G. DeFries**  **G DeFries**  **G. Defries**  **G. DeFries** |
| 2019.20.10.15 | **VE Day Celebrations**   1. Following considerable discussion, it was agreed that greater clarification was needed prior to any expenditure, or commitment to funding, by the parish council. 2. It was noted that if required it would be possible to call an extra ordinary meeting before the next monthly council meeting to discuss VE Day celebrations funding. The Clerk advised that there was a set procedure to enable this. 3. It was agreed that bunting along Main Street was a positive idea for the event and noted that the village craft group had agreed to make bunting in red, white and blue that could be kept as a village asset. A contribution toward the cost of the fabric would be required from the parish council. | **VE Day**  **Sub group** |
| 2019.20.10.16 | **Cemetery & Churchyard**   1. Closed cemetery – it was reported that further quotes for the wall repairs were still required.   It was noted that when the quotes were obtained discussions needed to be held with all parties re the funding of the project [neighbours, Church, SSDC and CC] Charities and trusts could also be approached at that stage.   1. Potential expansion and future planning – It was noted that the land was available and that the Chairman [Cllr. J. Parker] was looking into the legalities and procedures. 2. Children’s Burial Charges – it was noted that due to recent legislation no charges were to be made for the burial of children. Costs could be reclaimed from the government Child Funeral Fund. | **N. Bluck**  **J. Parker**  **Clerk** |
| 2019.20.10.17 | **Accounts**   1. Financial report – budget area balances as at 30th September had been provided to all councillors. 2. It was agreed to defer discussion of next years budget until the next meeting when Cllr. J. Parker was in attendance 3. It was ***RESOLVED [6/0]*** that the Chairman and one other [ preferably the new clerk] be booked in to attend an interactive budget setting training session being run by SALC – at a cost of £75 per person 4. It was ***RESOLVED [6/0]*** that the following payments were authorised  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **ASH Parish Council - payments for authorisation sheet October 7th 2019** | | | | | | | | ***raised at this meeting*** | |  |  |  |  |  | | ***CQ No.*** | ***payee*** | ***re*** | ***amount*** |  |  |  | | 28 | H Moore | clerks wages september 2019 | £ 226.30 |  |  |  | | 29 | HMRC | PAYE month 6 | £ 59.40 |  |  |  | | 30 | Came & Co | annual insurance fee | £ 1,298.00 |  |  |  | | 31 | ICO | annual fee | £ 40.00 |  |  |  | | 32 | pkf Littlejohn | Annual external audit fee | £ 288.00 |  |  |  | | 33 | SSDC | 2 months lengthsman fees invoices 41065 & 40838 | £ 346.32 |  |  |  | | 34 | geoXphere | parish online mapping fee | £ 45.00 |  |  |  | | 35 | H Moore | clerks wages 28th Sept to date - includes holiday pay due | £ 233.22 |  |  |  | | 36 | HMRC | PAYE final [period ending 5th Nov] Month 7 | £ 61.40 |  |  |  | | 37 | tomsett joinery ltd | Memorial noticeboard | £ 546.00 |  |  |  | | **Clerk**  **Clerk** |
| 2019.20.10.18 | **Public Open Session**   * Following the request for a permanent fixture for the annual Christmas tree at the previous meeting, Cllr. A Groves reported that Somerset County Council would supply an appropriate fitting and that the parish Ranger [Lengthsman] could install one. * it was ***RESOLVED [6/0]*** that subject to appropriate utility searches being made, and up to a limit of £50 expenditure for required materials, the Lengthsman be authorised to install a pipe for the tree. * The School Guy Fawkes event is on 5th November between 5 & 8pm – this is a firework free event that everyone is invited to attend and bring a Guy to. * The School Bingo takes place on 29th November and is open to everyone * The removal of the spoil at the bottom of the burial ground is now being timetabled. * It was reported that the flashing lights sign at the bottom of the village were only working intermittently. It was noted that SCC would not repair the unit as it was now obsolete. * It was noted that school parking was an ongoing issue with cars blocking and double parking Witcombe lane. | **A Groves** |
| 2019.20.10.19 | **Date of next meeting**  Monday 4th November 2019 – 7.30pm at the pavilion |  |
|  | **The Meeting then closed** |  |
|  | **DATE MINUTES APPROVED: SIGNED BY THE CHAIRMAN:** |  |