

MELLS PARISH COUNCIL
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A meeting of Mells Parish Council took place on Tuesday 14 May 2013
at Mells Barn.

1. **PRESENT:** Mr Edmund Costelloe – Chair, Ms R Wallace, Mrs M Jennings, Mr C Tye, Mr S West, Miss H Wynter The Countess of Oxford & Asquith, Mr Vince Turner
In Attendance: Joy Book, Clerk
2. **APOLOGIES FOR ABSENCE:** Mrs J Mann
3. **DECLARATIONS OF INTEREST:** None
4. **MINUTES OF THE MEETING** held on 9 April 2013 had previously been circulated. It was resolved that the minutes be adopted. The minutes were then signed by the Chairman.
5. **MATTERS ARISING**
 - a) **Quarry Liaison Committee:** No current issues.
 - b) **Gift of Grit Bin from Mells Village Shop:** The shop plans to build a newspaper store which will release the grit bin for the Parish Council.
 - c) **Vobster Bridge Length Restrictions:** This is nearing resolution. Jo Sharpe, Somerset CC has sent her proposals for the work. One sign was incorrect and will be revised. The finance for the work has been signed off by SCC and traffic orders are being raised.
 - d) **Parking by the Post Office:** Claire Asquith reported that the cobbles in this area are designed to take considerable wear and tear and no action is required.
 - e) **Eroded area Bottom Lane/Top Lane:** Somerset CC have accepted responsibility for this area and they will look at what works are required.
 - f) **Gully – Bottom of Lime Kiln Hill:** SCC have cleared the gully reasonably well but have indicated that this level of major work is a one off. Funding will not be available in the future.
 - g) **Sign by Post Office:** The vegetation has been removed from around this sign.
 - h) **Diversion signs around the village:** Somerset CC will collect these.
 - i) **Damaged sign junction of Selwood Street:** No response from Somerset CC. Clerk to chase.
 - j) **Parking by Talbot:** This is becoming a serious issue as several incidences of threatening behaviour have been witnessed. An interim parking solution for the staff has been found who now park in the Recreation Ground. Various solutions were offered and these will be looked into. It was suggested that a public meeting between the residents of New Street / Selwood Street/ representative from The Talbot and any other interested parties should be held. The Chairman will consult with the Estate and get the process in motion.
 - k) **Work at Finger Farm:** The fields are currently being stripped and the bunds are being formed.
6. **INTERNAL AUDIT REVIEW**
 - a) **To review effectiveness of system of Council's internal audit:** The Clerk will compare this document with other similar documents and report back at the July meeting. Clerk indicated that it would be in the Council's interest to try to find a new Internal Auditor before next year to relinquish the current elderly auditor of his duties.

- b) **To review the effectiveness of Council's system of internal control:** This was reviewed and deemed satisfactory.
- c) **To verify the continued existence of tangible assets shown in the Register:** The Chairman ran through the current list of assets. The Clerk will find out a figure for the replacement cost of the bridge. The noticeboard at Little Green is showing signs of deterioration. The Parish Council has a contingent liability for the lease of the Recreation ground if it folds. A notional figure of £1 has been placed against this item. The Chairman will add a note regarding the status of the garden machinery used by the Recreation Ground. The Council pays the insurance premium for the Recreation Ground which is considered a grant to the company. had previously been circulated and no comments had been received. It
- d) **To adopt the Risk Register:** This document was thereby adopted.
- e) **To adopt the Risk Management document:** The Chairman, Ros Wallace and Claire Asquith will assess this document and report back in due course.

7. PROPOSED AMENDMENTS TO THE CODE OF CONDUCT CONTAINED IN APPENDIX C OF THE COUNCIL'S CONSTITUTION

All voted in favour of accepting the proposed amendments to Appendix C. The Chairman signed and dated the document.

8. GRASSCUTTING CONTRACT

Rob Symes has agreed to continue the grasscutting for the same price as last year - £250. Clerk to confirm acceptance of quote. Chris Tye has kindly offered to cut the grass by the bridge.

9. COUNCILLOR VACANCIES

Five people have formally applied. Any other interested parties should send their applications to the Clerk. Co-option will take place at the meeting on 11 June.

10. APPROVE ANNUAL RETURN

- a) **To approve the Council's Annual Return (2012 – 2013) (Receipts & Payments Accounts and Summary attached) Financial Statement to 31 March 2013:** The Clerk presented the Annual Return document which has been reviewed by the Internal Auditor. The Chairman and Clerk signed and dated the document.

11. REVIEW INSURANCE

- a) **To review the Council's insurance policy:** Chris Tye had reviewed the insurance documents and handed over a copy of the conditions regarding buildings to the Chairman who will, in turn, pass it onto the Recreation Ground.
- b) **To review the Barn's insurance arrangements:** The Barn now has its own insurance.

12. PLANNING

Appeal Ref: APP/Q3305/A/12/2188237 – Former Telephone Exchange, Vobster Cross. This has been refused and the telephone exchange is back on the market.

2013/0896 Proposed removal of 152 metres of hedgerow – Mells Park House, Mells Park – For approval.

2013/0831 Proposed 3 bedroomed bungalow and front off street hardstanding for two cars, 49 Longfield. The applicant had sent a statement which was read by the Clerk - For approval.

Mendip Decisions:

2013/0586 Approval of details reserved by Condition 3 of planning permission 2013/1893 – Squash Court, New Street

2013/0585 Approval of details reserved by Conditions 3, 4, 5 and 6 of planning permission 2013/1895 – Squash Court, New Street

2013/0681 Approval of Erection of 3 No industrial units. Concerns were raised that this application had been passed extremely quickly despite the Council requesting an extension until after the May meeting. Clerk to make enquiries.

13. CORRESPONDENCE FROM SOMERSET COUNTY COUNCIL - None

14. CORRESPONDENCE FROM MENDIP DISTRICT COUNCIL

a) Parishes Information Bulletin – passed to Vince Turner

15. OTHER CORRESPONDENCE AND REPORTS

a) Avon & Somerset Police and Crime Commissioner – posters for noticeboard

b) Upper Vobster Bridleway – Public enquiry will take place on 31 October 2013. The Chairman will attend the enquiry and Ros Wallace will prepare the necessary documents.

c) G2 Energy Renewable Developments Ltd – Wind Turbine Proposal at Rockhouse Farm, Chantry – Clerk to enquire whether a formal planning application has been placed.

16. FINANCIAL MATTERS

HSBC statement dated 28 April 2013 - £13,112.80

a)	J Book	Clerk's salary (April)		£207.24
	Expenses	(April)		
		1 trip to Mells @ 45p/mile)	£ 3.60	
		Phone line rental	£ 5.50	
		Utilities	£ 4.00	
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				£13.10
b)	HMRC PAYE			
	Period 2			£51.80
c)	Mells Barn – Hire of Barn			£200.00
d)	Broker Network Ltd – Annual Insurance			£888.87
	<i>Proposed Monica Jennings Seconded Helen Wynter</i>			
e)	Receipts – Precept	£9,000		

17. ANY OTHER BUSINESS - None

Meeting closed at 9.15pm.

DATE OF NEXT MEETING:

Tuesday 11 June 2013 at 7.15pm in Mells Barn

Signed.....

Date.....

Print Name.....