

**MELLS PARISH COUNCIL**  
(mellsparishcouncil.org.uk)

**A meeting of Mells Parish Council took place on  
Tuesday 27 August 2013 at Mells Barn**

1. **PRESENT:** Mr E Costelloe – Chair, Ms R Wallace – Vice Chair, Mrs M Jennings, Mrs J Mann, Miss H Wynter, Mr John Earl, Mr S West  
No members of the public **In Attendance:** Joy Book, Clerk
2. **APOLOGIES FOR ABSENCE:**  
**Absent:** The Countess of Oxford & Asquith, Mr Vince Turner, Mrs J Seewooruttun, Mr C Tye
3. **DECLARATIONS OF INTEREST:** None
4. **MINUTES OF 11 JUNE AND 9 JULY MEETINGS** held on 11 June 2013 and 9 July 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:** It has been noted that the explosions are taking place more randomly. No action.
  - b) **Parking by Talbot:** The parking area at the Recreation Ground is being prepared and the staff will be informed that they must use it. The garage is understood to be moving to Parkside. Passing places in Selwood Street is being looked into. If no improvement is seen after the implication of these measures a public meeting may be held.
  - c) **Recreation Ground Charitable Status:** The Charity Commission require a Memorandum of Articles which the Recreation Ground already has in place.
  - d) **Replacement Benches by river:** The shop has sourced two styles of benches costing £125 and £200. The Chair proposed that the Parish Council purchase a bench up to a maximum of £200. All in favour. The bench would be a grant to the shop and would not belong to the Parish Council. It would be the shop's responsibility to fix the benches in place if they felt that was necessary.
  - e) **Rubbish by Fussell's Ironworks:** This was removed but subsequently more rubbish has been dumped. Clerk to contact Mendip DC for its removal.
  - f) **Footpath to the school:** The Estate took responsibility for clearing the footpath for a year but will not be doing it in the future. Clerk to contact Rob Symes.
  - g) **Damaged sign – Top Road:** Somerset CC will inspect the sign and take the necessary action.
6. **RISK MANAGEMENT STRATEGY**  
As Ros Wallace had thoroughly reviewed this document, the Chair proposed that the Risk Management Strategy, as presented, should be adopted. All in favour. Chair duly signed and dated the document.
7. **FINANCIAL REGULATIONS REVIEW**  
The Clerk had compared the Financial Regulations with other Parish Councils. After discussion, it was proposed by the Chair that the previously adopted Mells Parish Council Financial Regulations were fit for purpose and no changes would be made. All in favour.

**8. WAR MEMORIAL HEDGE CUTTING**

Clerk to contact Chris Rowe to ensure this is done before the Memorial Service in November.

**8. PLANNING**

- a) **2013/1553** Proposed front porch, St Edmunds Farmhouse, Lower Vobster – recommend approval
- b) **2013/1481** Deepening part of quarry extension, Halecombe Quarry – recommend approval
- c) **2013/1327** Increase the height of the existing restoration backfill tip by 10 metres, Whatley Quarry – request to re-consider PC decision. After discussion, it was agreed to recommend approval as it would be a temporary structure whilst the quarry is operational.

**Mendip Decisions**

- a) **2013/1162** – Steel framed agricultural building, Stoneash Farm – Approved

Clerk had been approached by a resident in Little Wadbury who was concerned about possible unlawful development in a field nearby. Clerk has contacted Great Elm Parish Council and Cllr Drewe raising concerns. No response. Clerk to re-contact Great Elm Parish Council as this is a matter for them to pursue.

**9. CORRESPONDENCE FROM SOMERSET COUNTY COUNCIL**

- a) **Chairman's Award for Service to the Community:** Nominations are required by 16 September. No nominations were forthcoming but Councillors will let the Clerk know before the deadline if they have a suitable candidate.

**10. CORRESPONDENCE FROM MENDIP DISTRICT COUNCIL**

- a) Parishes Information Bulletin – for Vince Turner

**11. OTHER CORRESPONDENCE**

A meeting is being held on 28 August regarding Coleford being used as a central hub for services.

**12. ACCOUNTS AND OTHER FINANCIAL MATTERS**

a)	J Book	Clerk's salary (July)	£207.24
		Expenses (July)	
		1 trip to Mells (@ 45p/mile)	£ 3.60
		Phone line rental	£ 5.50
		Utilities	£ 4.00
		A5 envelopes (500)	£13.48
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			£26.58
b)	HMRC PAYE		
		Period 5	£51.80
c)	J Book	Clerk's salary (August)	£207.24
		Plus backpay to April (6 x £2.74)	£16.44
		Expenses (August)	
		1 trip to Mells (@ 45p/mile)	£ 3.60
		Phone line rental	£ 5.50
		Utilities	£ 4.00
			<hr/>
			£13.10
d)	HMRC PAYE		
		Period 6	£55.00

*Proposed Edmund Costelloe Seconded Jane Mann*

- e) **Annual review of Clerk's salary:** Jane Mann proposed and Ros Wallace seconded that the Clerk's salary increase by 2 points. An increase of 46p/hour. SALC have also recently approved a 1%, the first in nearly 4 years.

### 13. ANY OTHER BUSINESS

- a) **Mendip DC Council Tax Support Grant Allocation 2013/14:** Resident has pursued gaining a satisfactory answer regarding this grant allocation and will be meeting with the leader of Mendip DC Harvey Siggs and the Chief Executive. The Chair will also try to be present.
- b) **Noticeboard:** Helen Wynter reported that the varnish has worn at the bottom of the noticeboard. Clerk to enquire with the Estate what varnish was previously used.
- c) **Coleford Bridleway:** The enquiry meeting is to be held on 31 October and Coleford Parish Council have put together a strong case for the bridleway to be closed. The bridleway is more accessible on the Mells side but narrows as it reaches Coleford.

### 14. DATE OF NEXT MEETING:

Tuesday 8 October 2013 at 7.15pm in Mells Barn

Meeting closed at 8.10pm.

Signed.....

Date.....

Print Name.....

MINUTES\2013\27AUGUST2013