

UNCONFIRMED

MELLS PARISH COUNCIL (mellsparishcouncil.org.uk)

Minutes of Mells Parish Council held in the Barn on Tuesday 9 May 2023

01.05.23 PRESENT:

Cllr John Earl - Chair, Cllr Steve West, Cllr John Henderson, Cllr Jan Seewooruttun, Cllr Claire Freeman, Cllr David Seviour, Cllr Vince Turner, Cllr Karen Punter,

In Attendance: Joy Book – Clerk, Cllr Barry Clarke - Mendip Central and East Somerset Councillor

Members of the public: 2

02.05.23 APOLOGIES FOR ABSENCE: Cllr Clare Asquith

03.05.23 DECLARATIONS OF INTEREST: None

04.05.23 PUBLIC PARTICIPATION:

- i. **Pavilion extension:** The preferred option is for the Company to renew the lease however they do not have the money to do this. A cheque for £231.00 was drawn up to pay for the planning application. The clubs do not want responsibility for the car park, tennis courts or play area as they would need maintenance and there is no income generated from them. A meeting to discuss a way forward will be arranged. Cllr Clarke mentioned that funding may be available from the Somerset Activity & Sports Partnership. Clerk to forward the information.
- ii. **Footpath signs:** Alan Brady reported that he has mended and refurbished quite a few of the signs. It is the landowner's responsibility to maintain them and the Estate has said they are happy to do this if informed of those requiring attention.

05.05.23 SOMERSET COUNCIL - COUNCILLOR'S REPORT: As annual report.

06.05.23 APPROVAL OF THE MONTHLY MEETING MINUTES HELD ON 11 APRIL 2023

Previously circulated. The minutes were approved and signed by the Chair.

07.05.23 MATTERS ARISING

- i. **Barn lease:** Both the PCC and the Barn are chasing the diocese and solicitors.
- ii. **Emergency/contingency plan and warm spaces:** Chair to follow up with Mike Phyphers.
- iii. **Pavilion improvements – ongoing costs to the parish council:** The flood repairs have now been completed. The PC is looking into attaching the insurance premium for the recreation ground to their own to see if this significantly reduces the current separate payment of nearly £1,100.
- iv. **Co-option of two councillors:** Clerk has received not received any formal applications although one person is very interested in joining the PC.

09.04.23 HIGHWAY AND FOOTPATH ISSUES:

- i. **Condition of grass triangle – Bottom Lane and area in front of Vobster Inn:** Clerk chased the licence last week but has not received a response. Details of another contact involved in the process have been received and the Clerk will make contact with them.
- ii. **Footway by quarry:** No further information. It is unlikely anything will happen during the bird nesting season. Clerk to write.
- iii. **Vobster – drive carefully signs:** Clerk chased last week. To date no response. To chase again.
- vi. **Layby by Vobster bus shelter:** Clerk chased last week. To date no response. To chase again.

- v. **Accidents on Park Corner:** A new give way sign has been installed. The lines still need to be re-instated.
- vi. **Fingerposts:** Cllr Freeman will make a list of those requiring attention.
- vii. **Passing places – Selwood Street:** These are now frequently being used for parking. Larger signs are required. Clerk to chase re-instatement of the H bars and contact the Estate regarding the signage. There is virtually no visible signage for the car park. Clerk to look into how the recreation ground car park can be put onto Google/OS maps so people are more aware of its presence.

The white lines on the junction at Vobster Cross and by the bridge require re-instating. Clerk to inform Highways.

10.05.23 PLANNING

- i. **New Applications:** 2023/0660/TCA: T1 Hornbeam raise lower canopy x 2m and reduce remaining canopy up to 2m – Garston Gate Cottages, Gay Street – Decision left for the Tree Officer
- ii. **Planning decisions:** None
- iii. **Other planning matters:**
 - a) **Old telephone exchange:** No further information. Clerk to forward details to Cllr Clarke who will look into it.

11.05.23 CORRESPONDENCE: None

12.05.23 ACCOUNTS AND OTHER FINANCIAL MATTERS

Bank account: HSBC 17 April - £0.00
 Lloyds 24 April – 20,120.08
 Barclays December 2022 - £5,323.29

- i. **Payment of Accounts:**

Clerk's Salary & expenses (April)	£295.24
HMRC PAYE (Period 2)	£70.60
Age UK donation	£100.00
Insurance premium (TBC)	
J W Witt – bin emptying	£71.09
- ii. **Receipts:** The precept of £13,000 and VAT refund claim for £322.57 have now been received. The quarry has also processed the donation payment for the dog waste bins of £1,262.51.
- iii. **New bank account:** The Lloyds account is fully up and running and the direct debits and standing orders have been set up. The HSBC account has been closed and the closing balance of £6,791.64 has been transferred to the Lloyds account. The change of mandate for the Barclays savings account is ongoing.
- iv. **Approval for John Henderson, John Earl, Clare Asquith and David Seviour to carry out internet banking on behalf of the Parish Council:** The PC now has the facility to make bank transfers. It was agreed that the above would be able to make payments via online banking to reduce the amount of cheques being issued.
- v. **Annual Governance Part 2 Exemption Certificate 2022/2023 – approval and signing:** Previously circulated. All in favour of signing this certificate as the PC's gross income and expenditure is below £25,000. Clerk will forward to the external auditor.
- vi. **Approval and signing of Section 1 Annual Governance Statement 2022/2023 – approval and signing:** Previously circulated. All in favour of approving the above. Chair and Clerk signed and dated form.
- vii. **Approval and signing of Section 2 Accounting Statements for 2022/2023:** Previously circulated. All in favour of approving the above. Chair and Clerk signed and dated form. The Clerk will arrange for the internal auditor to review them.

13.05.23 ITEMS TO REPORT / ITEMS FOR NEXT AGENDA

- i. **War memorial:** A couple of residents are willing to pay for the war memorial to be cleaned. As it is owned by the Estate they should be approached
- ii. **Lost and found items:** These are generally left with the Post Office/shop as most people would see that as the ideal place for items to be left/picked up from.
- iii. **Barn car park:** The dip at the entrance has become large again. The Barn committee do not want to spend money unnecessarily until they have confirmation the lease has been approved.
- iv. **Noticeboards:** Alan Brady will re-furbish them as they are looking shabby.
- v. **August meeting:** The Clerk reported that she would be unable to attend the meeting that month due to another commitment. Decision to be made next month on whether to move the meeting to another date in the month or not have a meeting in August.

14.04.23 DATE OF NEXT MEETING: Tuesday 13 June 2023 at 7.15pm in the Barn.

Meeting closed at 8.40pm.

Signed: _____

Dated: _____

Printed name: _____