

MINUTES of the meeting of the Parish Council, held at Primrose Lane School, Wyndham Park, Yeovil on **Tuesday 25th September 2018 (7.00pm – 8.26pm)**

PRESENT:

BRISMORE WARD (6)

Mr Colin Rose (Chairman)
Mr Alf Hill
Mr Graham Oakes
Mr John Snell

COMBE WARD (2)

Mr Roger Brown
Mr Mike Lock (left 8.01pm)

LYDE WARD (7)

Mrs Pat Hamaton
Mr Steve Hawker
Mr Royston Spinner (left 8.01pm)

In Attendance: Barbara Appleby – Parish Clerk,
1 parishioner
CC Andy Kendall
CC Jane Lock

OPEN SESSION FOR YEOVIL WITHOUT PARISHIONERS AND MEMBERS OF THE PUBLIC

No comments were made.

540/18 APOLOGIES FOR ABSENCE

Personal apology received from Iris Coton

Business apologies were received from Jamie Lock, Pauline Lock

Not present: Angela Le Neveu, Amy Grieves and Simon Hodder

541/18 DECLARATIONS OF INTEREST

The following declarations were made:

Reference	Councillor/s	Type
Planning – 546/18a	Graham Oakes	SSDC –statement below
Allotment field – 551/18a	Royston Spinner	Personal and prejudicial
Allotment field – 551/18a Orchard Close – 550/18c Planning – 546/18a	Mike Lock	Pecuniary Personal SSDC – statement below

SSDC - District Councillors Graham Oakes and Mike Lock referred to their membership of South Somerset District Council and indicated that whilst he might speak and possibly vote on applications which may be referred to that Council for determination, they would reconsider such applications at District level taking into account all relevant evidence and representations made at that tier.

542/18 MINUTES OF THE MEETING HELD ON 31st July 2018

UNANIMOUSLY RESOLVED that the minutes of the parish council meeting held on 31st July 2018 be signed as correct record of the meeting.

543/18 CHAIRMAN’S ANNOUNCEMENTS

Request going forward that any information that is to be considered at the meeting should be given directly to the Chairman or the Clerk.

The Chairman attended the Woborn Almshouse meeting, the next meeting is due to take place on 15th Nov 18.

544/18 CRIME, DISORDER AND COMMUNITY SAFETY:

It was reported that there had been recent disturbance in the evening at Yeovil Marsh causing damage to properties, 101 had been contacted at the time. NOTED

545/18 REPORTS:

a. SOMERSET COUNTY COUNCILLORS – CC Jane Lock/CC Andy Kendal mentioned the latest funding cuts, impact on winter services and new schools.

DISTRICT COUNCILLORS – DC Graham Oakes/DC Mike Lock reported on transformation and that the new SSDC Leader chaired her first full council meeting. Vehicle movement problems Poplars Close, Yarlington to be informed of issue. Update on site clearance of 62 Combe Street Lane.

c. PARISH REPRESENTATIVES - None

d. CLERKS REPORT - the Clerk report was noted – attached to end of the minutes.

546/18 PLANNING**a. APPLICATIONS FOR CONSIDERATION**

	Application No	Proposal	Location	Ward
i	18/02728/FUL	Conversion of loft and the creation of 2 No. dormer windows and the widening of vehicular access onto the highway (revised application)	60 Elliotts Drive, Yeovil, BA21 3NP	Brimsmore
Yeovil Without Parish Council comments: Recommend approval				
ii	14/02554/OUT	Outline application for development of Sustainable Urban Extension to comprise up to 765 dwellings, 65 bed care home, employment land (Use class B1), retail units (use classes A1, A2, A3, A5), primary school, community building, health care facility, landscaping, opens space and drainage infrastructure, access and associated highway works.	Upper Mudford, Primrose Lane	Adjacent parish Mudford
Yeovil Without Parish Council comments: NOTED - clarification of the road leading from Lyde Road to the development was requested.				

b. APPLICATIONS CONSIDERED (UNDER STANDING ORDER 3bxvii PRIOR TO THIS MEETING:

	Application No.	Proposal	Location	Ward
i	18/02016/FUL	The erection of a first-floor rear extension to dwelling	2 Adber Close, Yeovil, BA21 5XJ	Lyde
Yeovil Without Parish Council comments: Recommend approval				

c. PLANNING APPLICATIONS RECEIVED AFTER THE PUBLICATION OF THE AGENDA: NONE

d. DECISIONS ON APPLICATIONS: NONE

e. PLANNING CORRESPONDENCE/INFORMATION: NONE

547/18 FINANCIAL MATTERS**a. YWPC INSURANCE RENEWAL**

RESOLVED: to approve the Ecclesiastical Insurance Policy at a cost of £1,754.57 (2nd year of 3 year long term agreement).

b. REQUEST TO CHANGE FRIENDS OF PRIMROSE GRANT CHEQUE PAYEE DETAILS

RESOLVED: to approve the change in payee details.

c. RECEIPTS AND PAYMENTS AUGUST AND SEPTEMBER 2018 – NOTED

d. APPROVAL OF PAYMENTS

Councillors checked the invoices against the payments for August and September 2018. The balances of the bank accounts and the invoices for payment were correct, the payments presented were approved. (Cheque No's- 2443 – 2447– August 18 expenditure £9023.01 - Cheque No's- 2448 – 2457– September 18 expenditure £17,321.8, details pages 5 and 6)

e. REMEMBRANCE WREATH

RESOLVED: That a contribution of £75 would be given to the British Legion (includes cost of wreath).

f. GRIT RESERVES

RESOLVED: that the purchase of grit would be delegated to the Clerk and Chairman. A expenditure limit of £500 was set.

g. WWI – TOMMY (6ft aluminum – there but not there statue) – cost £750 inc VAT

RESOLVED: to purchase a 6ft aluminium statue at a cost of £750 inc VAT and locate the statue during the month of November on the Combe Street Lane roundabout, subject to the relevant local authorities permission.

548/18 CORRESPONDENCE:

a. IMPROVING HEALTH & WELLBEING IN YOUR COMMUNITY EVENT (16/10/18) - NOTED

b. MANAGEMENT COMPANY – WYNDHAM PARK

RESOLVED:

1. YWPC to contact the management company and raise the customer service concerns that residents have been experiencing.
2. Contact local MP highlighting estate management companies impact on residents and the need for government to consider/introduce legislation for these unaudited companies providing services that had previously been delivered by local authorities.

c. Any further correspondence received since preparation of the agenda which does not require a financial decision. NONE

549/18 OPPORTUNITY TO RAISE CIRCUALTED ITEMS LISTED IN APPENDIX A: NONE

550/18 OTHER MATTERS

a. GRANY POLICY REVIEW

Working Party of the Vice Chairman, Pauline Lock, Roger Brown and the Clerk was agreed.

b. REVIEW OF YEOVIL WITHOUT PARISH COUNCIL MEETING DATES

Working Party of the Chairman, Mike Lock, Graham Oakes and the Clerk was agreed.

c. LAND AT YEOVIL MARSH, ORCHARD CLOSE

Working Party of the Chairman, Vice Chairman, Mike Lock and the Clerk was agreed.

EXCLUSION OF PRESS AND PUBLIC

The Council will be requested to pass a resolution excluding the press and public from the meeting in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be transacted.

RESOLVED: that Item 551/18a be heard with the Public and Press excluded

Having declared an interest Councillors Mike Lock and Royston Spinner left the meeting.

551/18 CONFIDENTIAL MATTERS

a. YEOVIL MARSH ALLOTMENT LAND

RESOLVED:

1. Heads of Terms to remain unchanged and a deadline of 31st October 2018 set for completion of the sale.
2. An in-principle decision regarding the service easement request.

552/18 QUESTIONS AND ITEMS ARISING AFTER THE PREPARATION OF THIS AGENDA, SUCH MATTERS ARE FOR NOTING OR DEFERRAL TO A FUTURE NEXT MEETING:

553/18 DATE OF NEXT MEETING:

30th October 2018 – Primrose Lane Primary School, Wyndham Park, Parish Council Meeting commencing at 7 p.m.

APPENDIX A - Items circulated between 31st July and 19th September 2018

a.	Mudford Road Hedge cutting	01/08/18
b.	Untidy sites within Yeovil	28/08/18
c.	62 Combe Street Lane	05/09/18
d.	Western Corridor Update	06/09/18
e.	CIL update and guidance notes	17/09/18

CLERKS REPORT: NOTED

Subject	Meeting Date	Venue	Attendees
Liverty Housing – review of partnership involvement	6 th September 2pm – 5pm	Wyndham Park Community Hub	The Clerk
WP Community Hub Steering Group meeting	19 th September 18 – 2pm	Wyndham Park Community Hub	The Clerk
Review of hub use and organisation of Halloween and Christmas events – Halloween crafts 27 th Oct 2pm – 4pm. Christmas Coffee morning 13 th December 2018 10am – 1pm			

FINANCE cont.

547/18 c.

YWPC - RECEIPTS AND PAYMENTS TRANSACTIONS GENERAL FUND - 31st August 2018

General Fund Balance b/f	31/07/2018	£	152,223.17				* VAT Payments
RECEIPTS		A/C		Ch. No.	PAYMENTS		
NW Business Reserve Interest	£	4.19	Reserve	Petty Cash	Yeovil Marsh Church Hall	£	23.38
				2443	Burges and Salmon	£	900.00 *
				2444	St Margaret's Hospice	£	1,000.00
				2445	St Peter's church	£	3,000.00
				2446	Friends of Primrose Lane	£	1,000.00
				2447	Yeovil Marsh Church Hall	£	1,500.00
				DD	NEST	£	99.63
				SO	Democratic Services	£	1,500.00
TOTAL RECEIPTS RECEIVED	£	4.19			TOTAL PAYMENTS	£	9,023.01
General Fund Totals after deposits					General Fund Totals + deposits - payments		
Current Account	£	500.00			Current Account	£	500.00
Business Reserve	£	91,461.68			Business Reserve	£	82,462.05
Nationwide	£	60,242.30			Nationwide	£	60,242.30
Petty Cash	£	23.38			Petty Cash	£	-
Total b/f plus receipts	£	152,227.36			General Fund Balance c/f to Sep 2018	£	143,204.35

YEOVIL WITHOUT PARISH COUNCIL RESERVES AND BALANCES 31st August 2018

<u>GENERAL FUND AND RESERVES</u>			<u>EARMARKED RESERVES as per 2018/2019 BUDGET</u>	
	31/07/18	31/08/18		
Nat West Current Account	£ 500.00	£ 500.00	ELECTIONS	£ 3,000.00
Nat West Business Reserve	£ 91,457.49	£ 82,462.05	GRATUITY	£ 1,820.00
Nationwide	£ 60,242.30	£ 60,242.30	WYNDHAM PARK	£ 15,000.00
Petty Cash	£ 23.38	£ -	5 year plan - Year 1 & 2 outstanding	£ 11,098.00
TOTAL GENERAL FUND	£ 152,223.17	£ 143,204.35	Grant subject to conditions	£ 1,000.00
Outstanding Commitments	£ -	£ -	TOTAL	£ 31,918.00
Earmarked Reserves	£ 31,918.00	£ 31,918.00		
GENERAL FUND BALANCE	£ 120,305.17	£ 111,286.35	CREMATORIUM RESERVES	As at 31/3/18
			Crematorium (in SSDC a/c)	£ 379,986

YWPC - RECEIPTS AND PAYMENTS TRANSACTIONS GENERAL FUND - 25th Sept 2018

General Fund Balance b/f	31/08/2018	£	143,204.35				* VAT Payments
RECEIPTS		A/C	Ch. No.	PAYMENTS			
NW Business Reserve Interest	£	3.83	Reserve	2448	SSDC (GDPR training)	£	55.00
Friends of Primrose returned chq 2246	£	1,000.00	Reserve	2449	SSDC (parish ranger)	£	2,415.36 *
				2450	SSDC (Westland Contribution)	£	8,035.00
				2451	Water 2 business	£	191.43
				2452	Mendip YMCA	£	1,069.14
				2453	Came & Company (Insurance)	£	1,754.57
				2454	Primrose Lane Primary School (FOP grant)	£	1,000.00
				2455	PAYE	£	970.52
				2456	Clerks Emoluments	£	127.63
				2457	Phil Hobbs (allotment project)	£	46.99 *
				DD	Onecom	£	56.56 *
				DD	NEST	£	99.63
				SO	Democratic Services	£	1,500.00
TOTAL RECEIPTS RECEIVED	£	1,003.83			TOTAL PAYMENTS	£	17,321.83
General Fund Totals after deposits				General Fund Totals + deposits - payments			
Current Account	£	500.00		Current Account	£	500.00	
Business Reserve	£	83,465.88		Business Reserve	£	66,144.05	
Nationwide	£	60,242.30		Nationwide	£	60,242.30	
Petty Cash	£	-		Petty Cash	£	-	
Total b/f plus receipts	£	144,208.18		General Fund Balance c/f to Oct 2018	£	126,886.35	

YEOVIL WITHOUT PARISH COUNCIL RESERVES AND BALANCES				25th Sept 2018	
GENERAL FUND AND RESERVES			EARMARKED RESERVES as per 2018/2019 BUDGET		
	31/08/18	25/09/18			
Nat West Current Account	£ 500.00	£ 500.00	ELECTIONS	£	3,000.00
Nat West Business Reserve	£ 82,462.05	£ 66,144.05	GRATUITY	£	1,820.00
Nationwide	£ 60,242.30	£ 60,242.30	WYNDHAM PARK	£	15,000.00
Petty Cash	£ -	£ -	5 year plan - Year 1 & 2 outstanding	£	11,098.00
TOTAL GENERAL FUND	£ 143,204.35	£ 126,886.35	Grant subject to conditions	£	1,000.00
Outstanding Commitments	£ -	£ -	TOTAL	£	31,918.00
Earmarked Reserves	£ 31,918.00	£ 31,918.00			
GENERAL FUND BALANCE	£ 111,286.35	£ 94,968.35	CREMATORIUM RESERVES	As at 31/3/18	
			Crematorium (in SSDC a/c)	£	379,986