

Mere Town Council

TOWN CLERK - MRS. L. C. WOOD

Minutes of a meeting of the Town Council held on Monday, 4th November 2019 at 7.30 p.m. in The Andy Young Pavilion, Springfield Road, Mere, BA12 6EW

Present: Cllrs. C. Hazzard (Chairman), E. Mitchell (Vice-Chairman), A. Colman, P. Coward, R. Coward, R. Hill, G. Ings, G. Jeans, B. Norris, R. Pester, R. Sims, Mrs. K. Symonds & Mrs. L. Traves

Also: R. Stone, D. Stone, D. Drewett, R. Jefferies, H. Bell, D. Morris, Jenni Bell, F. Legge, L. Dixon, D. Rich.

Meeting convened at 7.32 pm with Public Session

The Chairman convened the meeting and read out the consent notice for names of members of the public to be recorded in the Minutes.

David Drewett from Oak Lane said that Mere Footpath Group had been working with Wiltshire Council Rights of Way Team on 3 consecutive Thursdays to put waymarking signs up. He also pointed out that he was willing to repaint some of the road name signs.

Dick Morris reported that parts of the retaining wall at Downside Close had collapsed into the road. He had cleared rubble from the road so that there is no obstruction there but there was about 3 or 4 ton of rubble to be removed. Cllr. Jeans said that he had contacted Wiltshire Council's surveyor who had assessed the retaining wall and did not consider it to be a dangerous structure. The matter was then passed to Highways England who inspected it also. Cllr. Jeans also confirmed that he had reported, on the Wiltshire Reporting app, that part of the carriageway was impaired by wood and earth subsidence and with the dark nights coming it would be a danger.

Jenni Bell said "unfortunately, one of the things needed for the Mere Parkrun to take place was the little bit of land which we haven't been able to secure and unless anyone else has any suggestions which Hamish and I can consider then we will have to leave this matter in abeyance for the time being." She wanted to thank the Town Clerk, Karen Linaker from Wiltshire Council's SWW Area Board and Steve Poker from the Wiltshire & Swindon Sports Partnership for their help with this matter. Jenni said that she was committed to making the Chamber of Trade (CoT) relevant in Mere & if Parkrun were to take place anywhere else there would be no benefit to Mere and no benefit to the CoT. Hamish Bell said that the CoT would wholeheartedly support a Parkrun if it was within the confines of Mere as they were hoping that it would bring people into Mere. To set up a Parkrun costs about £5k and from then on it's free to run and the CoT were prepared to put a little bit of money into getting it going.

Mrs. Traves said that there used to be 2 signs painted on the road that said "SLOW" in Castle Hill Lane but they have both worn out and residents would like them reinstated. Cllr. Jeans said that this either has to go on MyWiltshire Reporting App or has to go to CATG in which case the Town Council will be expected to pay 25% of costs or it has to go on the Town Council's agenda in which case the Town Council would have to pay 100% of costs.

Philip Coward said that he had written to Cllr. Jeans because Highways England have changed the white lines at Charnage and narrowed the ghost island in the middle of the carriageway which has resulted in it being far more dangerous. Cllr. Jeans confirmed that he had pursued this matter with Highways England.

Apologies for absence received from Cllrs. John Jordan & Alan Mead.

76. To receive declarations of interest from members and to consider requests for new DPI dispensations.

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Mere Town Council Code of Conduct for Members and by the Localism Act 2011.

- Cllr. Hazzard declared a pecuniary interest in Minute No. 83a)

- Cllr. George Jeans declared a pecuniary interest in Minute No. 83a) and a personal interest in Minute No. 78b)

77. Minutes – RESOLVED to recommend approval of Minutes of Town Council meeting held on Monday, 7th October 2019.

78. Matters Arising

a) *The Butt of Sherry – Nomination for Asset of Community Value* – The Clerk reported: Following on from the last Town Council meeting, the Chairman, Cllr. Jordan and myself held a meeting with Dawn Bromilow, landlady at the Butt of Sherry. We also sought advice from Wiltshire Council who said that, since the property has already been put on the market, we should nominate the building as an Asset of Community Value as soon as possible. The decision was therefore taken to submit the nomination form which was approved by those councillors involved and by Dawn Bromilow. The form was submitted to Wiltshire Council on 22nd October. Wiltshire Council has asked Karen Linaker and Cllr. Jeans for representations on this nomination by 19th November. Karen Linaker has said that she does not feel in a position to comment on this with any great local information, and so felt it better to leave to Cllr. Jeans to comment, but is happy to help if there is anything she can do for us on this. Wiltshire Council has also submitted a notification letter to the owners and the manager of the asset.

What happens next:

- Wiltshire Council has 8 weeks to make a judgement about whether the asset meets the definition set out in section 88 of the Act
- If the asset is properly nominated and meets all the criteria then Wiltshire Council must list it and inform all specified parties. They must also place the asset on the local land charges register and apply for a restriction on the Land Register
- If the owner objects to their property being placed on the List, they have a right to an internal review and if the owner remains in disagreement after the internal review they have a right of appeal.
- Once the asset has been listed then nothing further happens unless the owner decides to dispose of it and the owner will only be able to dispose of the asset after a specified window has expired.
- The first part of this window is a 6-week interim period from the point that the owner notifies the local authority that it wishes to dispose of the asset. This 6-week interim period allows community interest groups to make a written request to be treated as a potential bidder. If none do so in this period, the owner is free to sell the asset at the end of the 6 weeks.
- If the community interest group does make a request during this interim period, then the full 6 month moratorium will operate, allowing the community interest group time to raise funds to put in a bid.
- The community interest group must have one or more of the following structures:
 1. A charity
 2. A community interest company
 3. A company limited by guarantee that is non profit distributing
 4. An industrial and provident society that is non profit distributing
- Once a local community interest group makes a written request to the local authority during the interim moratorium period to be treated a potential bidder, the owner may not dispose of their asset during the full 6 month moratorium (unless it is to sell to the community interest group).

b) *Footpath 78 from The Square to North Street* – Cllr. Jeans reported that another public meeting had been held in Mere and the group were considering whether or not to appoint a barrister.

79. Reports & Consultations

a) Neighbourhood Policing Report – Cllr. Sims reported that the local police had dealt with two cars that had been left in the car park with no MOT or insurance.

b) County Councillor's report – Cllr. Jeans reported that C. G. Fry & Son had felled a tree along Woodlands Road which had caused some upset from local residents. The developers have said, however, that if someone wants to donate a tree they would happily plant another one in the vicinity. Guidance on the deployment of Speed Indicator Devices has changed and council members had received guidance on what they should and shouldn't do during the purdah period leading up to the election. Cllr. Jeans said he had also heard that the Wiltshire Council depot in Mere was coming up for review.

80. Planning

a) Applications: (All applications can be viewed on Wiltshire Council's website <http://planning.wiltshire.gov.uk/Northgate/PlanningExplorer/ApplicationSearch.aspx> – and type in the relevant application number)

Application Ref: 19/09745/TCA
Application for: Work to Trees in a Conservation Area
Proposal: Fell 3 Leylandii Trees
At: 2 Spring Terrace, The Fields, Mere. BA12 6EF

RESOLVED to recommend approval of the above application on proposal made by Cllr. P. Coward, seconded by Cllr. B. Norris and carried with a unanimous vote.

Application Ref: 19/09873/TCA
Application for: Work to Trees in a Conservation Area
Proposal: 1 X Hawthorn tree, 1 X Dogwood tree & 1 X Lilac tree – fell
At: St. Andrews (old Dental Surgery), North Road, Mere. BA12 6HP

RESOLVED to recommend approval of the above application on proposal made by Cllr. Mrs. Traves, seconded by Cllr. Ings and carried with a unanimous vote.

Application Ref: 19/09526/FUL
Application for: Full Planning
Proposal: Replacement of existing one and a half storey extension with two storey extension to provide an additional bedroom/utility room/secondary entrance. Adjustments to existing floor plan to improve circulation.
At: Belbins House, Shaftesbury Road, Mere. BA12 6BL

RESOLVED to recommend approval of the above application on proposal made by Cllr. Hill, seconded by Cllr. Sims and carried with a vote of 11 for and 2 abstentions. (In order not to compromise his position as Wiltshire Councillor, Cllr Jeans abstained from discussion or voting) Cllr. Norris also abstained from voting.

81. Highways, Rivers, Footpaths, Traffic & Transport

a) CATG issues:

Width restriction at The Lynch - There was some confusion over the proposed signage to be placed at the Lynch Close junction with members saying that this was required and the Clerk pointing out that the Town Council had decided, during the April meeting that they did not want a sign at this location. However, it was RESOLVED to ask CATG to proceed with the traffic engineer's original suggestions but also to add an extra 'Narrow Road – Unsuitable for HGVs' sign to replace the existing children's centre signs either at the junction by Yapp Brothers (preferred choice) or at the bottom of the Water Street/Ivymead junction.

Dropped kerbs in Clements Lane – the Clerk said that there had been no response from C. G. Fry & Son as to whether their contractors would be prepared to quote for the installation of extra dropped kerbs. However, Cllr. Jordan had done some research on this and concluded that the quotation for the dropped kerbs was not outrageous and that the requested contribution from the Town Council was reasonable. Cllr. Jeans said that he felt this was important as it would enable people to get access to the new Woodlands Development, Walnut Tree Inn and to the path at Lordsmead. RESOLVED to approve a £750 contribution

towards two new dropped kerbs at Edgebridge on proposal made by Cllr. Jeans, seconded by Cllr. Symonds and carried with a unanimous vote.

b) Notice of temporary closure of Pettridge Lane (part) from 2nd December – 4th December – The Clerk reported that she had received notice that Wiltshire Council has made an Order to close temporarily to all traffic: Pettridge Lane (Part), Mere; from the property known as Peacehaven for a distance of approximately 40 metres in a northerly direction. To enable: Wessex Water to carry out a new connection. This Order will come into operation on 02 December 2019 and the closure will be required until 04 December 2019.

c) Notice of temporary road closure of A350 (Part), East Knoyle, Sedgemoor and Semley, Donhead St Mary and N. Dorset from 3rd December – 12th December – The Clerk reported that she had received notice that Wiltshire Council has made an Order to close temporarily to all traffic: A350 (Part), East Knoyle, Sedgemoor and Semley, Donhead St Mary and North Dorset; from its junction with A303 to its junction with A30, North Dorset. To enable: Carriageway Resurfacing, Ironwork Adjustments and Road Markings. The closure and diversion route will be clearly indicated by traffic signs. This Order will come into operation on 03 December 2019 and the closure will be required between the hours of 19:00 and 06:00 until 12 December 2019.

d) Notice of temporary road closure for The Square, Mere on Sunday, 10th November 2019 between 10.57 and 11.07 am – the Clerk reported that she had received notice that Wiltshire Council has made the above Order, the application for which was submitted by the Town Council for the Remembrance Day Service.

***e) Highways Newsletter – October 2019** – this newsletter had been distributed to members with their agenda papers.

***f) Update on issues for MyWiltshire Reporting App, jobs for Parish Steward & Sparkle Team + identification of new issues & jobs**

Repainting of road name signs – the Clerk said that she was having difficulties in finding the specification for the paint. Cllr. Jeans said that he would get a colour card from Brewers in Salisbury. Mr. Drewett said he understood that the colour was British Standard 18E53

The Clerk reported that the overgrown hedge adjacent to the highway at Edgebridge had been reported by the Parish Steward to the Highways Engineer who had confirmed that it required traffic control for the works to take place - an order for the work has been submitted to Highways.

The Clerk reported that a number of non-working street lights had been reported recently and that the Sparkle Team had been in Mere at the end of October and she had asked them to clear leaves, mud, debris and overhanging branches from the Lower Old Hollow road, clean the Welcome to Mere signs and cut back/edge overgrown footpaths around the town. Cllr. Mrs. Symonds reported that all the edges of the roads around Fennel Road had been cleaned up and thanked the Sparkle Team for this work.

82. Buildings, Open Spaces, Play Areas, Sports Grounds, Allotments & Cemeteries

***a) Mere Parkrun**

- I. Permission to use Recreation Ground & Duchy grounds
- II. Permission to use Andy Young Pavilion & parking facilities
- III. Request for financial contribution

As this proposal had now been suspended, there was no discussion or voting on the matter. The Clerk did suggest that the old Roman Road from the Red Lion Kilminster to Mere Down might be a suitable location in terms of distance although she realised that it did not fulfil the Mere Chamber of Trade's initiative.

b) Report on RoSPA Play Area Safety Inspections carried out in September – the Clerk reported that the RoSPA Play Area Safety Inspection reports had been received and she could confirm that there were no 'High Risk' issues raised in them although there were a number of minor issues raised. She had passed on the reports to the grounds staff to see what repairs could be carried out in house.

c) Break-in to South Chapel, repairs to windows, insurance claim etc. – The Clerk reported that the Town Council had suffered a break in to the South Chapel on the night/morning of 10th/11th October. The lower windows all have security bars inside but entry was gained through one of the higher windows which was smashed and damaged and about 5 of the lower windows were also smashed and damaged. The Clerk was currently corresponding with the insurance company and the tally for the stolen goods looks likely to reach

over £4.5k. Unfortunately, the Clerk was finding it difficult in getting quotations to repair the windows in the chapel like-for-like as they are leaded light, coloured glass windows that are set into the stone mullions of the building. The insurance company will require a quotation to repair the windows like for like. However, whether we do actually repair the windows like for like is a decision that the Town Council might like to think about – the chapels are not Listed Buildings and are not in a Conservation Area and it may be easier to replace the windows with frames and put in double-glazed toughened safety glass with faux lead lights. Members agreed that this was a good suggestion. The Chairman said that the Town Council needed greater security for their equipment and proposed that the Town Council should purchase a couple of shipping containers – one to store equipment and an accommodation container for the grounds staff to use during their break times and also to use for small indoor projects. The Chairman said he was happy for these storage containers to be situated at Townsend Nurseries free of charge over the winter where there would be an electricity supply and water supply and that they could be moved at a later date. The 2 units would cost about £5k. Cllr. R. Coward said he thought this was essential in order to provide added security. RESOLVED to purchase two storage containers, as described above.

d) Request for Kilmington Cricket Club to use facilities in Mere during summer 2020 – The Chairman said that Mark Cassidy, Chairman of Mere Cricket Club, had been approached by Kilmington Cricket Club asking whether they could use the Mere cricket pitch for 9 Saturday games next season as they are looking to establish a 3rds side and, as their own pitch is in constant use every Saturday, they require a venue to host these matches. Mark Cassidy had explained that this would benefit both clubs and would give the opportunity for Mere youngsters who may want to play local league cricket on a Saturday. RESOLVED to grant approval for this on condition that Mere Cricket Club liaise with other users of the facilities to ensure that there is no inconvenience caused.

83. Finance, Policy & Resources

Cllr. E. Mitchell in The Chair

***a) Payments** – RESOLVED to approve payments set out in payment schedules attached on proposal made by Cllr. Mitchell, seconded by Cllr. Colman and carried with a unanimous vote of those present. Cllrs. Jeans and Hazzard, having declared a pecuniary interest in this item, left the room whilst the matter was discussed and took no part in voting.

Cllr. C. Hazzard resumed as Chair

***b) To approve budget/expenditure report at 30.9.19** – RESOLVED to approve the budget/expenditure report at 30.9.19 as prepared by the Clerk. The Clerk pointed out that the Town Council had a surplus of nearly £4300 at 30.9.19.

84. General Items & Consultations/Briefing Notes

***a) Proposal from Mere Local Resilience Forum (MLRF)** – A report, prepared by Richard Jefferies, had been distributed to members with their agenda papers. Mr. Jefferies explained that the group conducted extensive research into the readiness of all local Category 1 responders (emergency services), government agencies, Wiltshire Council, major utility companies and other agencies. Wiltshire Council, as our principal council, takes the lead in the management of any major emergency planning and so we thought that we could bring the community together and find out how we can help the category 1 responders and act in a support role by having local knowledge, facilitating and raising awareness. As a group, we have come to the end of our planning and research and we have put forward suggestions for the Town Council to implement. Mr. Jefferies added that some of this might be encompassed in the Neighbourhood Plan. The Chairman thanked Richard Jefferies and the committee for all the work they had done on this and said that he was hoping that Town Councillors, who were on this committee, might take this forward. Duncan White from Mere Fire Brigade said he would be happy to liaise with the Clerk and the Clerk said that she would speak to him about this and about emergency bollards. Hamish Bell said that he would consult with local businesses.

85. *Briefing Notes:

86. Forthcoming meetings/events

a) CATG meeting – Wednesday, 6th November at 2.00 p.m., Nadder Centre, Tisbury

b) Remembrance Day Service – Sunday, 10th November from 10.30 p.m. in The Square, followed by a service in St. Michaels Church.

c) Neighbourhood Plan meeting – Monday, 18th November at 7.00 p.m. in The Andy Young Pavilion, Springfield Road, Mere.

d) Budget meeting - Wednesday, 20th November at 7.00 p.m. in Town Council Offices, Duchy Manor, Springfield Road, Mere.

e) South West Wiltshire Area Board Meeting – Wednesday, 20th November at 6.00 pm in Nadder Centre, Tisbury

86. Future agenda items

“SLOW” signs in Castle Hill Lane

Note: Members are reminded that the Town Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health and Safety and Human Rights.

*Further information on these items enclosed/attached

MERE PEACE MEMORIAL SPORTS AND RECREATION GROUND

Registered Charity No. 1093497

For Trustees:

- a) **Mere Parkrun – Permission to use Recreation Ground** - As this proposal had now been suspended, there was no discussion or voting on the matter
- b) **Mere Youth Club Building** – proposals for expansion & refurbishment – the Clerk said that Jaki Farrell from Mere Youth Club had hopes to raise funds to refurbish, re-clad and extend the youth club centre at the Recreation Ground. A set of plans had been drawn up for consultation purposes. Jaki's priority was to seek funding for a new full-time member of staff to be her assistant and to develop a mentoring scheme to cover the SWW Area and also to cover for Jaki when she was absent or on holiday. The next priority was to re-clad and extend the Mere Youth Centre. The Clerk explained that there were issues with the current toilets, in particular the plumbing system and that this refurbishment project would incorporate major changes to the toilets which would enable the youth club to open them for public use by Recreation Ground users during the day time without the need to access the Youth Club. However, there was a potential issue with the lease of the youth club in that it was a 7 year lease that would probably not be long enough to attract grants and funding. Jaki was asking if a) Trustees and the Charity Commission would allow a longer lease and b) Town Council and Trustees would help with funding the project.

Trustees said that they were happy with the principles of extending and refurbishing the Youth Club building although Cllr. Colman was concerned about the extension taking up extra ground from the car park area and reducing the number of car parking spaces. . Cllr. Norris pointed out that it was designed as a temporary building to last 20 years but it was built 37 years ago. They asked the Clerk to find out from the Charity Commission whether it would be OK to extend the lease to 21 years. They also agreed that help with funding could be considered at the Annual Budget Meeting although Cllr. R> Coward said that, as Chairman of the Mere Forest Charity, he thought it might fall within their funding criteria and would see if there was a chance of them making a financial contribution too.

- c) **Payment - RESOLVED** to approve the following payment:

Water2Business – standing charge for water meter to old cricket club 13.3.19 – 8.10.19 - £14.34