

Mere Parish Council

PARISH CLERK - MRS. L. C. WOOD

Minutes of a meeting of the Parish Council held on Monday, 3rd February 2014 at 7.30 p.m. in The Andy Young Pavilion, Springfield Road, Mere.

Present: Councillors Mrs. L. Traves (Chairman), B. Norris (Vice-Chairman), M. Cassidy, R. Coward, C. Hazzard, R. Hill, R. Hughes, Mrs. J. Hurd, G. Jeans, J. Jordan & E. Mitchell.

Also: Mrs. J. Seward, Mr. T. Snook

Public Session

Mr. Tom Snook representing the Mere & District Railway Modellers Club said that he had attended a meeting in the Parish Council office on 28th January with Jenny Seward and that they had both been left in a bit of a quandary because it now appeared that an agent was likely to be appointed to provide a list of work to be carried out to the Band Hut over a 3-year period. He said that the Club had members that would be able to carry out much of the work and was concerned that the whole project would be pushed out of their reach financially. Mr. Snook pointed out that this process had taken a long time to reach this stage and he hoped that a decision would be made this evening to enter into a seven year lease with the option to review the rent.

Apologies for absence received from Cllrs. P. Coward, D. Hope (who was attending a Neighbourhood Planning Meeting), Ann-Marie Long & R. Sims. Also from PC Richard Salter & PCSO Peter Tcherniawsky.

96. 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 Parish Council Code of Conduct for Members and by the Localism Act 2011.

- Cllr. Jeans declared a personal interest in Minute No. 98 e)
- Cllr. Jeans declared a pecuniary interest in Minute No. 103 a)

97. Minutes – RESOLVED that the Minutes of Parish Council meeting held on Monday, 13th January 2014 be approved as a correct record of proceedings on proposal made by Cllr. R. Coward, seconded by Cllr. Norris and carried with a majority vote of those present on 13.1.14

98. Matters Arising

***a) Band Hut – Summary of meetings held in January, resulting recommendations and outcome of discussions held with Mere & District Railway Modellers Club** – Cllr. Hazzard said that he was keen to see the Band Hut put into use and to see another user group become established in Mere. He said that it seemed that the Railway Modellers Club have the expertise to carry out much of the refurbishment work and would hope that they will be able to work with the Parish Council's surveyor/agent in this respect. He pointed out that it had been thought a good idea to appoint an agent, not only to advise and oversee any work carried out, but also to save time and work for the Parish Clerk. Cllr. Hazzard said that the Parish Council supported other groups in Mere and hoped that they would vote in support of the recommendations tonight. Cllr. Hazzard proposed that the Parish Council should lease the building to the Railway Modellers Club on the recommendations and terms outlined in the meetings held on 20th January and 28th January (as produced in the Clerks Report). To clarify, the Parish Council will appoint a surveyor/agent, the building will be leased for 7 years with a peppercorn rent for the first 3 years after which it will go up to a community rent. Proposal seconded by Cllr. R. Coward and carried with a vote of 8 for

b) Request for parking restrictions in Water Street/Ivymead – Minute 87c – Cllr. Jeans confirmed that he had contacted residents living in the vicinity, meeting some of them personally and sending some of them letters. Many of the residents felt that the problem lies with the junction of Ivymead with Water Street. Mr. Baird from Scone Cottage had expressed his concern at being disabled and not being able to walk very far from his car to his house. Cllr. Jordan said that a 'disabled bay' may be the solution. Cllr. Hazzard said that the school had requested a short stretch of double-yellow lines and he was keen for this to go ahead. It was therefore agreed that Cllr. Jeans would present proposals to the CATG meeting for yellow lines along Water Street (as proposed last month) and around the Ivymead Junction (or extra as considered necessary) in order to maintain unobstructed access for school buses and emergency vehicles.

***c) Wiltshire Community Infrastructure Levy Consultation – Minute 89c)** – with reference to the information in the Clerks Report, Cllr. Hazzard said that he was aware that Cllr. Jeans had worked extremely hard on this matter and had put significant input into achieving the two Charging Zones and placing Mere in Charging Zone 2 so that the CIL charge was £55 per sq m rather than £85. He wanted to thank Cllr. Jeans for this work. The Clerk read out an email from Cllr. Hope which stated the following:

Current information (at 30th January 2014¹) is that four councils have either taken the decision not to proceed with introducing CIL or are in the process of deciding whether to do so. They include one of the ‘front runner’ councils picked by the Government in 2011 to demonstrate the benefits of CIL – Redcar & Cleveland Borough Council.

Reasons cited by the respective councils are:

Not currently possible to demonstrate sufficient viability in both the residential and employment development sectors;

High implementation costs coupled with “low anticipated revenue”.

Less money to spend under CIL than under section 106 arrangements and that CIL would not guarantee that particular infrastructure deficiencies would be addressed

It was agreed that the above comments should be included in the Clerk’s Consultation Response to Alistair Cunningham at Wiltshire Council. It was further agreed that the Parish Council should consider producing a Strategy to identify items intended to fund through CIL receipts and it was agreed that the Clerk would prepare a draft strategy for the Council to consider at a future meeting.

***d) South West Wiltshire Public Rights of Way Improvement Programme – Minute 90b)** – with reference to the report made by Cllrs. John Jordan and David Hope (as shown in the Clerks Report), the Clerk pointed out that Mr. David Stokes had also provided her with some notes from the meeting. The Council fully supported the suggestions as put forward in the report and gratefully acknowledged the fact that Mr. Stokes was willing to act as co-ordinator with the SWW Area Board. Cllr. Jordan said that the Mere Footpath Group was meeting at 7.30 p.m. next Monday evening and said that he would prepare a second report for the next Parish Council meeting.

e) Skate Park –

Planning – The Clerk confirmed that planning permission for the new design was granted on 27th January. It was necessary to produce a Tree Protection Plan which means that we need to create a fenced off area to prevent any construction activity (including storage) from taking place within 6m of the tree line.

There was an enquiry raised by the Environmental Health Department about the possibility of a noise issue but Cllr. Jeans had pointed out the distance from residential occupation which dispelled concerns.

Funding – All funding for the project has now been confirmed, subject to certain conditions. The Clerk has been trying to establish the funding arrangements so that they co-ordinate with payment stages etc.

Access situation & revised quotation – The skatepark contractors have been in to assess the access situation. The preferred option for access is through the Duchy Manor site and this is because it will cost far less money for the provision of the temporary trackway. This would involve peeling back a section of the wire mesh fencing and removing a concrete post to access the Recreation Ground. (This will be within the price quoted by Maverick but should the Council wish this to be reinstated on completion there will be an additional charge of £250 + VAT). It will also involve the grinding out of the tree stump on the other side of Burton Path and a quotation of £425 has been received to carry out this work. They may also require the removal of part of the Leylandii hedge outside the Parish Council office but this could be done by our own ground staff. Maverick would need to lay a 3m wide temporary trackway from the tarmac area and sufficient to allow a turning area for lorries. The cost for this trackway would be £7920 + VAT for nine weeks which is their anticipated build period. Maverick would be prepared to meet the Parish Council half way with the cost of this but they would wish to add a contingency sum of £750 + VAT to cover potential damage to kerbs/tarmac. Maverick will create additional signage for the site to be displayed at the entrance of Duchy Manor to ensure that extra care is taken by delivery drivers due to the proximity of the school, and will request that deliveries avoid the peak periods when the children arrive/leave school.. The signage will request that drivers call for a banksman to accompany them to the site. The Clerk confirmed that these extra costs could be funded from R2 funds.

Formal appointment of contract - If the Parish Council can confirm by email within the next week that Maverick can proceed as outlined, then they should be in a position to start work next Monday – 10th February. RESOLVED on proposal made by Cllr. Hazzard, seconded by Cllr. Mrs Hurd and carried with a majority vote in favour that Maverick be authorised to start work as soon as possible. (Cllr. Mitchell abstained from voting and Cllr. Jeans declared a personal interest and refrained from voting). Cllr. Hazzard said that those that had been involved in this project deserved a pat on the back as he was aware that it was not easy to coordinate this kind of project, get all the permissions and get all the funding in place.

¹ <http://www.planningresource.co.uk/article/1229119/cil-watch-pilot-council-puts-cil-hold?HAYILC=TOPIC>

99. Reports

a) Neighbourhood Policing Report - None

b) Wiltshire Councillor's Report – Cllr. Jeans reported that money and manpower was currently being utilised repairing and filling potholes. It was pointed out that the road surface at Gillingham Corner is extremely dangerous for motorbikes. Cllr. Jeans explained that salaries and expenses were being voted on tomorrow and that the Leader of the Council, Jane Scott, has now agreed that she will not be accepting the increase that was previously proposed. The Clerk asked Cllr. Jeans if he knew anything about an issue relating to cutting budgets for youth centres as she had seen something presented on the television news. Cllr. Jeans confirmed that he was aware of this although he was not sure how much was in the public domain but he assured the Parish Council that he would do his best to ensure that there is minimum impact on mere.

100. 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 No. 14/00626/FUL

Location: 22 Bramley Hill, Mere, Wilts. BA12 6JX

Proposal: 2 storey side extension

Members viewed the application and some members had visited the site today. There was concern expressed over the design of the extension being out of keeping with the design of the surrounding houses and the fact that it will be prominent from surrounding land and Long Hill/Castle Hill and the fact that the extension would be an un-neighbourly form of development. RESOLVED on proposal made by Cllr. Norris, seconded by Cllr. R. Coward that the Parish Council submit an objection to the planning authority on the grounds that the proposed extension would be out of keeping with the design and character of the surrounding properties and would be prominent from the surrounding land and detract from the residential amenity and privacy of surrounding properties, resulting in an un-neighbourly form of development. (Proposal carried with a vote of 8 for and 2 abstentions. In his capacity as Wiltshire Councillor, Cllr. Jeans abstained from discussion and voting).

101. Highways, Rivers, Footpaths, Traffic & Transport

a) Clarification on the Parish Council's responsibility towards the rivers – Cllr. C. Hazzard confirmed that he had asked for this to go on the agenda and asked the following question: 'If we have future problems with residents doing things that we do not agree with, are we going to say that it's nothing to do with us?' Cllr. R. Coward said that he was a little concerned because he had heard that residents might be attempting to claim riparian rights over the whole width of the river and he was worried that this may have implications for public access to the river and he said that if the other side of the river was not owned by anyone and was 'up for the taking' then maybe the Parish Council should take it on. Cllr. Jeans said that he would put his neck on the line and suggest that the Parish Council should look after the rivers. He said that he felt people would not mind extra money going on their rates to pay for the river maintenance and management. Cllr. Norris said that he supported both Cllr. Coward and Cllr. Jeans and agreed that some authority should be doing something about managing the rivers but he was unsure as to whether this should be the Parish Council, Unitary Authority or Environment Agency. He asked how other towns and parishes managed their rivers, e.g. Teffont, Downton. RESOLVED, on proposal made by Cllr. R. Coward, that the parish council should make enquiries to register an interest, with the Land Registry, every river that is open to the public on one side. Proposal seconded by Cllr. Jeans and carried with a vote of 8 for. Cllr. Mitchell voted against the proposal.

b) Wiltshire Council's Countryside Access Improvement Plan Consultation – the Clerk confirmed that this consultation expired on 28th March 2014. The Clerk had glanced through the papers and it seemed to be a wish list of aspirations. Cllr. Jordan agreed to read the document and report back to the Council at the next meeting.

102. Open Spaces

a) Forester's Club – request to use an area at Duchy Manor for a school Forester's Club – the Clerk confirmed that she had been approached by Rachael Hansford from the School asking if small wooded corner at the bottom of Duchy Manor Sports Field might be used for a Forester's Club. The Forest School teacher from 'Copse & Loppers' would like to use this space – they would like to dig a fire pit, build dens, do wood whittling, put up rope swings/hammocks. In the lighter evenings they might venture further afield but this would be a base for them. The

club would run for an hour after school on a Tuesday and/or a Wednesday, depending on numbers. RESOLVED to grant permission for the use of the wooded area in the south east corner of the Duchy Manor Sports Field to be used for a Foresters Club on proposal made by Cllr. R. Coward, seconded by Cllr. Jordan and carried with a unanimous vote.

b) Permission request from Mere Bowls Club for 'sponsored events' to take place in the Andy Young Pavilion – the Clerk confirmed that St. James's Place Wealth Management was looking to sponsor the bowls club for 2014. In return for the sponsorship, they would like to hold one or two events throughout the year, in the pavilion, for the bowls club members. The events would be based around a talk from an advisor of St. James's Place on topical financial issues. RESOLVED that the Parish Council raise no objection to the pavilion being used for such 'sponsored events' provided that they are restricted to no more than 3 per year. Proposal seconded by Cllr. Mitchell and carried with a unanimous vote of approval.

103. Finance, Policy & Resources

a) Payments – RESOLVED to approve the following payments on proposal made by Cllr. R. Coward, seconded by Cllr. Norris and carried with a majority vote of those present. Cllr. Jeans, having declared a pecuniary interest, left the room whilst this matter was considered. Whilst out of the room, the Clerk pointed out that Cllr. Jeans had given 4 hours of his time free, carrying out emergency repairs on the clock tower to stop water leaks. It was also pointed out that Michael Jeans had given 3 hours of his time free of charge in erecting and taking down the xmas lights. The star (not belonging to the Parish Council) was fitted on the clock tower free of charge. Members expressed their gratitude to Jeans Electricals for their generosity in donating their time. It was agreed that 'Clock Tower Repairs' should be raised on the next agenda.

Ryan Morse	Ground work 9.1.14 – 22.1.14	530.00 – Already paid
BWBSL (Wessex Water)	Water supply for Manor Road allotments	47.62 – Already paid
Southern Electric	Supply for Xmas lighting	39.50
British Gas	Electricity supply to public toilets – 31.10.13 – 5.1.14	267.25
Cash (Staples)	Stationery	63.36
Forge Garages	Fuel & Oil	104.48
Imprest Account – cheques 2931 – 2935	Petty Cash, wages, PAYE & Pension	3228.21
Ryan Morse	Ground work 23.1.14 – 5.2.14	550.00
Sydenhams	Paint for changing rooms + sundries + pressure washer	308.30
Rochford Garden Machinery	Blade	19.78
Jeans	Xmas Lights	249.52
Jeans	Replace timer on clock tower and change fluorescent tubes and starters on clock face	292.87
Jeans	PAT testing	75.91
Jeans	Oil filled heater for office	89.99
Scats Countrystores	Dustbin for cemetery and wire/staples for Long Hill & weedkiller	70.58
Cash (InknToner)	Toner cartridges	87.71
United Mechanical	Repairs to boiler in changing rooms	On condition that invoices is < £550

***b) To consider report on interim Internal Audit** – with reference to Mr. Wilson's report, as outlined in the Clerks Report, members were pleased that the accounting records and financial statements were in order but agreed that the tasks, as set by Mr. Wilson regarding insurance issues, should be completed before 31st March 2014.

c) Issue with boiler at Changing Rooms – the Clerk pointed out that the main boiler for the showers in the changing rooms had not been working for some time now and that the engineers had inspected the boiler and recommended replacing parts that would cost in the region of £450. RESOLVED that the parts should be purchased in order to get the boiler working properly.

d) Quotations for telecoms contract (as per recommendations made at Budget Meeting) – the Clerk said that she had investigated prices for telecoms and reported on 6 different quotations for the office telephone and broadband (3 options from BT, 1 option from XLN Business and 2 options from Mainstream Digital). The Mainstream Digital 5-year contract was the cheapest but the Clerk was in favour of opting for the 3-year contract which was only marginally dearer. Mainstream were actively pursuing Town & Parish Council's business and the Clerk had been given other Town Councils in Wiltshire to contact for references. RESOLVED to delegate the decision to the Clerk to take up the Mainstream 3-year contract subject to acceptable references on proposal made by Cllr. Hill, seconded by Cllr. Jordan and carried with a unanimous vote.

104. General Items

105. Forthcoming meetings

- South West Wiltshire Area Board Meeting – Wednesday, 5th February at Nadder Hall, Tisbury
- Southern Area Planning Committee Meeting – Thursday, 6th February at 6.00 p.m. in City Hall, Salisbury
- Community Area Transport Group Meeting – Monday, 10th March (venue to be confirmed)

The Chairman said that she would try and attend the SWWAB meeting on 5th February.

106. Clerks Report – to approve and adopt Clerks Report and request future agenda items.

Future agenda item:

- Report on Registering an Interest in the rivers.

*Further information on these items in Clerks Report

Meeting closed at 9.11 p.m.

MERE PEACE MEMORIAL SPORTS AND RECREATION GROUND

Registered Charity No. 1093497

Skate Park

As Trustees of the Mere Peace Memorial Sports & Recreation Ground Charity, members were happy to endorse the decision made during the Parish Council meeting on the Skate Park.

The Clerk confirmed that the funding application with Community First for the Landfill Communities Fund had been made on behalf of the Mere Peace Memorial Sports & Recreation Ground Charity and that the agreement needed to be signed. RESOLVED that the Chairman and Vice-Chairman should sign the agreement. The Clerk also confirmed that the funding would have an implication on the charity accounts and it was agreed to find out what the thresholds are and implications