

Mere Parish Council

PARISH CLERK - MRS. L. C. WOOD

Minutes of a Parish Council meeting held on Monday, 2nd March 2015 at 7.30 p.m. in the Andy Young Pavilion, Springfield Road, Mere.

Present: Councillors Mrs. L. Traves (Chairman), B. Norris (Vice-Chairman), N. Beale, M. Cassidy, P. Coward, C. Hazzard, Mrs. J. Hurd, J. Jordan, E. Mitchell, R. Sims.

Also: PCSO Peter Tcherniawsky, R. Flower, L. Stanton, R. Stone, D. Stone, R. Morris

Public Session

The Chairman will re-convene the Parish Council meeting after the public session (please note that members of the public are no longer permitted to speak unless invited to do so by the Chairman).

Cllr. Hazzard said he had been approached by the tennis club because the courts need pressure washing, moss treatment and re-marking. The tennis club had obtained some quotations for the Recreation Ground Charity to consider. It was agreed that this matter would be raised on the next agenda. Mr. Sims said that he had requested that reporting of road traffic accidents should be placed on the next agenda and was disappointed to see that it was not on there. The Clerk apologised and said that this was an oversight and it was agreed that it should be placed on the next agenda.

Apologies for absence received from Cllrs. R. Coward, Mrs. K. Symonds and for late arrival or possible absence from Cllr. R. Hill.

248. 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. C. Hazzard declared a pecuniary interest in planning application 15/01707/106
- Cllr. Jeans declared a pecuniary interest in Minute No. 255a)
- Cllr. R. Sims declared a personal interest in Minute No. 253b)

249. Minutes – RESOLVED to approve Minutes of Parish Council meeting held on Monday, 2nd February 2015 as a correct record of proceedings on proposal made by Cllr. Sims, seconded by Cllr. Jordan and carried with a unanimous vote of those present on 2.2.15

250. Matters Arising

a) Repair work to Clock Tower building (last Minute reference 209a) – Quotations had been received from two building companies – one for an hourly rate + fee for scaffolding and the other for an hourly rate only. Cllr. Hill said that he had arranged to meet with the second builder on 4th March in order to receive a quotation for the scaffolding. The hourly rate quotations are very similar. RESOLVED to delegate decision on appointing contractors to Chairman, Vice-Chairman and Cllr. Hill using budget figures as a guideline for limit of expenditure.

b) HLS Scheme (last Minute reference 239 b) – The Clerk confirmed that the clearance work for year 4 has been carried out & she had also sold the wood that has been felled although it would not be possible to have this removed now until the autumn. An extra bird and an extra bat box has been installed and the goats have been relocated to Castle hill again although the Clerk had slight concerns that the goats may graze the wild flowers. Cllr. Hazzard asked if it would be possible to put signs up at the entrances to the hills informing the public where the goats are located and the Clerk said that she would give this some thought although it was hoped

that the goats would be installed on Long Hill during the summer months (from May to September) and on Castle Hill during the winter months (from October to April).

c) Parish Council vs Town Council status (last Minute reference 245a) – The Clerk reported that she had sought confirmation of the legal situation from Wiltshire Association of Local Councils (WALC) who had confirmed that in accordance with section 245 of the Local Government Act 1972, the legal requirement is to pass a resolution that the parish shall have the status of town and thereupon –

- a) the council of the parish shall bear the name of the council of the town
- b) the chairman and vice-chairman of the council shall be respectively entitled to the style of town mayor and deputy town mayor
- c) the parish meeting shall have the style of town meeting

The resolution to be passed at a meeting of the council (not the Annual Parish Meeting). Paragraph B confirms that the chairman is entitled to be called mayor but doesn't have to be; the title can remain as chairman. Although it is not a legal requirement, it is still recommended that the council enters into consultation with its electorate to ascertain whether or not residents are on board with the proposed changes. The Clerk confirmed that the County Secretary at WALC had given her the names and contact details of two Town Councils in Wiltshire that had recently taken this route and the Clerk had made contact with them. One had conducted some public consultation prior to changing status and had not received any objections prior to the change but had received subsequent complaints afterwards. The other council had carried out no consultation and had received no complaints. The Chairman confirmed that she had already mentioned the fact that this was being discussed in her monthly report in 'Mere Matters'. It was agreed that the Parish Council should raise this as an agenda item for consultation/discussion at the Annual Parish Meeting and that a resolution should be formally moved at the following Parish Council meeting which will be the Annual Parish Council meeting. The Chairman asked members for an indication, without prejudice and subject to further discussion, as to whether or not they may be in support of such a change in status, so that she had a gauge of members feelings before the annual parish meeting. There was a general show of hands in support of changing the status to Mere Town Council.

251. Reports & Consultations

a) Neighbourhood Policing Report – PCSO Peter Tcherniawsky reported that there had been several reports of road traffic collisions, one on the bend at Kilmington where, apparently there had been previous accidents. The Church at Zeals had been broken into and although noting was taken, there was quite a bit of damage done. The policing team had been out with Wiltshire Council looking at possible abandoned vehicles and explained that this was made more difficult now that it was no longer a requirement to display a car tax disc but he said that it was possible to check on the DVLA website whether or not a vehicle was taxed and/or insured. If a vehicle is deemed to be abandoned then Wiltshire Council will put a 7-day removal notice on it. PCSO Tcherniawsky said that there were still reported break-ins – not necessarily in Mere but in the periphery. The local police will stop a vehicle if they have any suspicions. There was a recent disorder incident and a car was damaged in the Recreation Ground as a result of a football dispute. Vehicles are not allowed to park on the zig-zag lines either side of the zebra crossing and the police will issue a fixed penalty notice for this offence.

b) Wiltshire Councillor's Report - none

252. 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: 15/01717/106

Application for: Modification of 106

Proposal: Deed of discharge of S106 Agreement relating to Policy R2 (public open space provision). Demolition of outbuildings, provision of altered vehicular and pedestrian access and erection of 4 X 3 bed dwellings and garages.

At: The Yard, New Cut, Mere.

RESOLVED to recommend approval of the above application on proposal made by Cllr. P. Coward, seconded by Cllr. Mrs. Hurd and carried with a unanimous vote. Cllr. Hazzard, having declared a pecuniary interest, left the room whilst this matter was discussed and took no part in debate or voting.

Application Ref: 15/01256/FUL

Application for: Full Planning

Proposal: Two storey side extension

At: Burnside, Mill Lane, Mere. BA12 6DA

The Clerk explained that this planning application had been received after publication of the agenda but that the consultation deadline would expire before the next Parish Council meeting.

Cllr. Hazzard proposed that the Clerk should submit a 'No Comment' response nearer the deadline as long as there are no objections received. Proposal seconded by Cllr. Norris and carried with a unanimous vote.

***b) Wiltshire Housing Site Allocations Development Plan Documents** – Informal Consultation on initial site options – The Clerk informed members that Wiltshire Council was consulting the public and stakeholders on site options and the identification of potential sites. The Wiltshire Housing Site Allocations Development Plan Document (DPD) will allocate new sites for housing and amend, where necessary, existing settlement boundaries. Following consultation with the Parish and Town Councils on the methodology and draft proposals relating to the review of settlement boundaries in 2014, this document sets out the methodology to identify new housing sites and how the public can inform the process.

This informal consultation on the methodology and initial findings relating to the identification of housing allocations will close at **5pm on Tuesday 31 March 2015**. The outcome of this consultation will inform the draft Housing Site Allocations DPD that will be formally consulted on later this year. You will find on the [consultation portal](#) consultation page (under supporting documents) a number of maps showing the options together with the following documents:

The Clerk had read through the documents and could see no reference to Mere nor find a map showing any options for Mere. She had therefore contacted the Spatial Planning Department to ask why Mere was not mentioned and had been informed that Mere was not included as there was no allocation for further development (all allocations had been planned).

***c) Proposed bungalow development in Bramley Hill** – update on situation and communication from Wiltshire Council's New Housing Team – With reference to the information in the Clerks Report, Cllr. Norris said that Mere was desperate for accommodation for older people and proposed that the Parish Council should be supportive, in principle, of the suggestion to redevelop the garage site which lies behind nos. 5-10 Bramley Hill and the upgrade of the remaining garages across the Bramley Hill development. Proposal seconded by Cllr. J. Hurd and carried with a majority vote. It was also agreed to ask if the land that was previously considered for housing could be used for car parking.

253. Highways, Rivers, Footpaths, Traffic & Transport

a) Highway & footpath issues for Parish Steward & street lighting faults

- None raised

b) Application for a temporary road closure at The Square, Mere for Mere Cancer Research May Fayre on 16th May 2015 – Cllr. Mitchell proposed that the temporary road closure should be supported. Proposal seconded by Cllr. Beale and carried with a unanimous vote in favour. Cllr. R. Sims declared a personal interest and took no part in discussion or voting.

c) Notice of Closure of Bishops Close, Mere from 12th March for approximately 2 days to allow carriageway surfacing and associated works – Members noted this information

d) Notice of Temporary Closure of The Lynch, Mere to enable Wessex Water to install new and upgrade existing water main apparatus within the carriageway. The order will come into operation on 27.4.15 and it is anticipated that the closure will be required for five weeks. – Members noted this information

***e) Traffic Scheme for Mere Town Centre** – with reference to the information in the Clerks Report and copies of the maps/plans which had been distributed to members, Cllr. Jeans suggested that there should be three amendments:

- In Water Street, outside Firbank, there should be a parking space where the road is wider on the other side.
- The zig-zag lines either side of the zebra crossing could be shortened
- Loading bay area outside the Co-Op should be for the use of all businesses in The Square.

It was agreed that, before discussing or submitting any alterations, the proposals should be discussed at the Annual Parish Meeting in order to gain feedback from parishioners. The Clerk said that she would ask Julie Wharton if she could provide the Parish Council with a large version of the plan to display at the Annual Parish Meeting.

*** f) Notice of withdrawal of current Speed Indicator Device Scheme** – members noted the information in the Clerks Report.

254. Buildings, Open Spaces, Play Areas, Sports Grounds, Allotments, Car Parks & Cemeteries

a) Public Access Defibrillator for Duchy Manor – the Clerk confirmed that the Public Access Defibrillator had been installed at Duchy Manor, outside the dentist building. The defibrillator had not yet been activated with the ambulance service because there was a large amount of paperwork to digest and forms to be completed online in order to confirm the weekly, monthly and annual checks etc. The Clerk would complete this with representatives from the dental surgery (who had agreed to carry out the weekly checks) before the end of the month.

255. Finance, Policy & Resources

a) Payments – the following payments were approved and cheques duly signed: (Cllr. Jeans, having declared a pecuniary interest in this item, left the room whilst the matter was discussed and voted upon).

Jeans	Xmas Lights	297.55
Mainstream Digital	Telephone call charges – 5.1.15 – 29.1.15	12.55
JRB Enterprise Ltd	Dog Bags for dispenser	37.50
JRB Enterprise Ltd	Dog bag dispenser	94.80
Rochford Garden Machinery	• Chainsaw trousers & boots	187.95
	• Combi can	24.99
Eon Energy	Electricity supply to public toilets 13.1.15 – 10.2.15	61.37
Cash	• Reimbursement for passport style ID photographs for groundsmans training courses	• 10.00
	• Reimbursement for travel expenses to training courses for chainsaw training	• 115.20
T. J. Young	• Service Alko mower	80.75
	• Service Husqvarna chain saw	43.75
	• Service and sharpen hedge trimmer	

	<ul style="list-style-type: none"> • Service Husqvarna Brushcutter 	63.13 83.54 271.17 Total
Cash	<ul style="list-style-type: none"> • Reimbursement for thermometers for Legionella Testing • Reimbursement for mobile phone top-up 	38.99 10.00
Wessex	Legionella Risk Assessment to pavilion & public toilets	150.00
Wessex	Legionella training session	354.00
Southern Electric	Unmetered Supply for Xmas Lights	23.19
Sydenhams Hire Centres Ltd	Hire of Access Platform to cut Recreation Ground hedge & remove Xmas Lights	324.00
Farnfields Solicitors	Fee on account (for work in connection with transfer of Horticultural Shed)	100.00
Brodrick-Barker & Co (Solicitors)	Professional charges in connection with the Lease of Mere Band Hut to Mere & District Railway Modellers Club	600.00
Neil Maitland	Work carried out on Long Hill as part of HLS Scheme Programme (Year 4) + hedge cutting at Recreation Ground	4840.00 (£4990 - £150 for sale of wood)
Forge Garages	Fuel & Oil	130.28
Imprest Account – cheques 3037 - 3044	PAYE, Wages, Petty Cash & Pension	4620.79
T. J. Thornley	Service & clean computers	75.00
R. J. & K. D. McLean Ltd	Used bowser trailer	210.00

b) Legionella – Risk Assessments, Training, Written Scheme for the Control of Exposure and compliance – the Clerk confirmed that Risk Assessments had been carried out on the Changing Rooms, Pavilion and Public Toilets. The Changing Rooms carried the highest risk due to the showers, thermostatic mixing valves and water storage tank. Basic training had been provided by Wessex to the Clerk and grounds staff and the Clerk had prepared a ‘Written Scheme for the Control of Exposure to Legionella Bacteria in Mere Parish Council Premises’ and the grounds staff were carrying out weekly flushing, monthly temperature checks of the water outlets (taps and showers) and monthly dismantling, descaling and cleaning of shower heads and hoses. Wessex would be carrying out the annual tests and boiler checks.

256. General Items

a) Agenda items for the Annual Parish Meeting & confirmation of venue. The Clerk raised concerns that the Andy Young Pavilion may not accommodate a large number of people but members felt that it would be adequate. It was agreed that the following specific agenda items should be discussed:

- Traffic Management
- Town vs Parish Council status
- Update on Rivers

It was also agreed that Churches Together should be asked to provide a report.

b) Churches Together Request for picnic & kite flying event on Castle Hill on Saturday, 29th August (11 a.m. – 2.00 p.m.) – Members agreed that permission should be granted for this request subject to the usual Health & Safety requirements.

c) Request from Lucy Mulligan for humanist wedding ceremony in open air in cemetery (between the two chapels) – May/June time - Members agreed that permission should be granted, in principle, for this request subject to further information being sought on numbers of people, parking, restrictions on marquees, timings, confetti etc. The Clerk agreed to seek further information and report back to the Parish Council

257. Forthcoming meetings/events

- Core Skills for Councillors – Wiltshire Association of Local Councils Training Course on Wednesday, 18th March 2015 at Dinton Village Hall – 6.30 p.m. (for a 7.00 p.m. start) – 8.30 p.m.
- Magna Carta pageant on 15 June 2015 – the Clerk informed members that she had received an email from Stephen Harris, the Community Area Manager, stating that all community areas had been invited to participate in activities and events to mark the 800th anniversary of the Magna Carta. Wiltshire Council and Salisbury Cathedral are jointly organising a modern day pageant which will take place on 15 June. The pageant procession will go from the Market Square and finish its route at the Cathedral Close. Each community area has been invited to enliven the procession by promoting through displays and people the identity and heritage of each community. Each community area has been invited to make flags or banners which reflect the key points of a modern day Magna Carta. Stephen Harris was asking Parish Councils if they had any celebrations already due to take place in local communities and also to suggest any local groups/individuals that may be useful to involve.

258. Clerks Report – and request future agenda items.

The Clerks Report was confirmed and adopted. Cllr. Sims requested that the Reporting of Road Traffic Accidents be raised on the next agenda.

Meeting closed at 8.57 p.m.

*Further information on these items in Clerks Report

Note: Members are reminded that the Parish 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.

MERE PEACE MEMORIAL SPORTS AND RECREATION GROUND

Registered Charity No. 1093497

a) Mere Youth Centre - Update on lease for building and Seeds4Success

The Clerk confirmed that she had appointed Broderick-Barker Solicitors to carry out the lease for the Youth Club Building with Seeds4Success. She had also arranged to meet Wiltshire Council for the handover of the keys on 31st March and she had arranged for the building to be insured under the Parish Council's insurance with effect from 31st March.