

Mere Town Council

TOWN CLERK - MRS. L. C. WOOD

Minutes of the ANNUAL TOWN COUNCIL MEETING held on Monday, 9TH May 2016 at 7.30 p.m. in The Andy Young Pavilion, Springfield Road, Mere.

Present: Councillors Brett Norris (Chairman), John Jordan (Vice-Chairman), C. Hazzard, R. Hill, Mrs. J. Hurd, E. Mitchell, R. Parsons, R. Sims, Mrs. K. Symonds & Mrs. L. Traves

Also: Mr. D. Stone, Mr. R. Stone, Mr. Dick Morris, P. Farrow, Mr. & Mrs. M. Fowles

Meeting convened at 7.32 p.m.

127. To elect Chairman of Mere Town Council for 2016/17 and to receive the Chairman's Declaration of Acceptance of Office

Cllr. Mrs. Traves proposed that Cllr. Brett Norris be elected as Chairman for the ensuing year. Proposal seconded by Cllr. Mrs. Hurd and carried with a unanimous vote.

128. To elect Vice-Chairman of Mere Town Council for 2016/17 and to receive the Vice-Chairman's Declaration of Acceptance of Office.

Cllr. Norris proposed that Cllr. John Jordan be elected as Vice-Chairman for the ensuing year. Proposal seconded by Cllr. Mrs. Traves and carried with a unanimous vote.

129. 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. Norris declared a pecuniary interest in Minute No. 146a) Payments
- Cllr. Mitchell declared a pecuniary interest in Minute No. 146a) Payments and a personal interest in Minute No. 143 – Planning Application Ref: 16/0235/FUL
- Cllr. Mrs. Traves declared a personal interest in Minute No. 143 – Planning Application Ref: 16/04174/TCA

Public Session

The Chairman will re-convene the Town 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).

Dick Morris from 47 Downside Close asked if there was an update on Downside Close – the Clerk explained that there was some progress in that the order for the work had now been placed with the contractors and this would include both the road surfacing and street lighting.

Mr. Farrow from Angel Corner Tea Rooms wanted to speak about the Traffic Management Proposals and said that he found it quite worrying that possible restrictions on the car parking spaces and the expansion of the Doctors Surgery may have implications for parking in and around the town and would, in turn, have a detrimental effect on businesses within the town. He said that the Angel Corner Tea Rooms would soon be in competition with another café opening just outside the town and urged the council to look for other locations that may be suitable for car parking around the town centre. Mr. Farrow said that he had two similar letters from residents/businesses in the town.

Mr. Hazzard said that he was rather worried about something that had cropped up in the last month: bearing in mind we are 15 elected members and we have had a reply from a Wiltshire Council officer saying that if our Wiltshire Council elected member does not agree with us then it will not happen. Mr. Hazzard said that he was concerned that Wiltshire Council's policy is: if a Unitary Authority member says 'no' then the Town Council's opinion does not matter. Mr. Hazzard said that he may be prepared to ask the Council to take this to our MP but wanted to give Cllr. Jeans the right to reply to this so asked if it could be put on the next agenda.

Apologies for absence received from Cllrs. P. Coward, R. Hughes, G. Jeans & PCSO Peter Tcherniawsky

130. Minutes – RESOLVED to approve the Minutes of the Town Council meeting held on Monday, 4th April 2016 on proposal made by Cllr. Mrs. Symonds, seconded by Cllr. Mrs. Hurd and carried with a unanimous vote of those present on 4.4.16

131. To approve and adopt the Standing Orders for Mere Town Council - RESOLVED that the Standing Orders previously adopted on 12th May 2014 (see Minute No. 133) be re-adopted with no amendments.

132. To approve and adopt the Financial Regulations for Mere Town Council - RESOLVED that the Financial Regulations as adopted by Mere Parish Council in 2006 and subsequently revised and re-adopted in 2013, should be re-adopted with no amendments.

133. Internal Audit

- **To appoint/re-appoint an Internal Auditor** - it was unanimously agreed that Mrs. Mary White should be re-appointed as Internal Auditor for the ensuing year subject to her being happy to continue
- **To consider the effectiveness of the Internal Audit** - the Clerk confirmed that this had been reviewed at a Risk Management meeting held on 29th March 2016 and that the Minutes of this meeting had been approved and adopted at the Town Council meeting held last month (see Minute 124e)

134. To review Committee Structure and to appoint members, decide terms of reference etc.

135. To appoint/re-appoint representatives to outside bodies/organisations:

Organisation	2015/16 Representative	2016/17 Representative
Youth Club, Seeds4Success, CAYPIG (Community Area Young People)	Cllrs. C. Hazzard, B. Norris, J. Hurd, N. Beale & Mr. R. Coward	Cllrs. C. Hazzard, B. Norris, J. Hurd, N. Beale & Mr. R. Coward
Cricket Club	Cllr. M. Cassidy	Cllr. M. Cassidy
Health & Community Care	Cllr. R. Hill	Cllr. R. Hill
Tennis Club	Cllr. G. Jeans	Cllr. G. Jeans
Football Club	Cllr. R. Sims	Cllr. R. Sims
Public Transport	Cllr. R. Sims	Cllr. R. Sims
Mere & District Linkscheme	Mrs. Adrienne Howell	Mrs. Adrienne Howell
Museum Committee	Cllr. Mrs. K. Symonds	Cllr. Mrs. K. Symonds, Cllr. Mrs. Hurd & Cllr. R. Parsons
Footpaths & Rights of Way	Mr. Peter Button & Cllr. Jordan	Mr. Peter Button & Cllr. Jordan
Chamber of Trade	Chairman	Chairman
Friends of Mere Museum	Cllr. Beale	Cllr. N. Beale
School Governor	Cllrs. Hazzard, Jordan & Beale	Cllrs. Hazzard, Jordan & Beale
Neighbourhood Tasking Group	Cllrs. Hazzard, Jeans, Sims + Clerk	Cllrs. Hazzard, Jeans, Sims & Clerk
Mere Bowling Club	Cllr. R. Hughes	Cllr. R. Hughes
Carnival Committee	Cllrs. Cassidy, Hazzard, Sims, Beale & Jordan.	Cllrs. Cassidy, Hazzard, Sims, Beale & Jordan
Area Board	Chairman & Vice-Chairman	Chairman & Vice-Chairman
Mere Film Shows	Mrs. Mary White	Mrs. Mary White
Rivers Group	Cllr. B. Norris	Cllr. B. Norris

136. To appoint/re-appoint Trustees for Forest Charities – the existing Trustees (Myrene Coward, Cllrs. R. Coward, R. Hughes, G. Jeans & E. Mitchell) were re-appointed.

137. To appoint members, including the Chairman, to serve on the Staffing Panel & Appeals Committee - it was agreed that the Chairman, Vice-Chairman, Cllr. Mrs. Traves & Cllr. Jeans should serve on the Staffing Panel & Appeals Committee.

138. To consider bank accounts & signatory arrangements – it was agreed that the existing bank accounts should remain extant and that signatories should be amended to: - any two signatories of the following councillors – Chairman, Vice-Chairman, C. Hazzard, R. Hill, G. Jeans & E. Mitchell. (The Clerk to be given authority to arrange transfers between the Council’s accounts).

139. To review the Council’s insurance policy and discuss/decide on alterations - – the Clerk confirmed that the Council’s insurance requirements had been reviewed at a Risk Management meeting held on 29th March 2016 and that the Minutes of this meeting had been approved and adopted at the Town Council meeting held last month (see Minute 124e). The Clerk confirmed that quotations for the insurance policy would be discussed later on in this meeting (see Minute 146c)

140. To fix the dates and times of ordinary meetings of the Council and Committees for the ensuing year - it was agreed that Town Council meetings would continue to be held on the first Monday of every month unless it is a bank holiday, in which case the Town Council will meet on the following Monday. The Town Council does not have a scheduled monthly meeting in August. Meetings will start at 7.30 p.m.

141. Matters Arising from last meeting

a) Queen’s 90th Birthday Celebrations – report on Beacon – The Chairman reported: ‘the lighting of the beacon on Castle Hill to celebrate the Queen’s 90th birthday on 21st April was a success and passed off without incident. There were about 30 people on top of Castle Hill although, hopefully, more people enjoyed the beacon from a distance. Several people have come up to me and thanked the Town Council for organising the event. I would like to take this opportunity to name the people directly involved; Rodney & Richard Coward, George & Michael Jeans, Peter Smith, Josh & James Suter for transporting the equipment up the hill and down again. Philip Coward of the Hill Brush Company for supplying the brazier and the fuel and not forgetting, of course, Lindsey & Sonya, our Town Clerk & her assistant, for dotting the ‘i’s and crossing the ‘t’s. With your permission I would like to ask the Clerk to write a letter thanking them for their hard work.’ Cllr. Mrs. Hurd remarked that Mere’s was the best beacon for miles and wanted to thank the Chairman for all his hard work as well.

b) Request to make electronic payments from Imprest Account only – The Clerk reminded members that last month they had agreed that this matter should be looked into. The Clerk had obtained the forms from the bank and they just needed to be signed by signatories. Members agreed that the forms should be signed accordingly to allow electronic payments of wages, PAYE, pension & petty cash reimbursements only.

***c) Proposed Traffic Regulation Order for Consultation – Various roads, Mere – Parking and Waiting Restrictions** – The Chairman reported: ‘As a result of the recent formal public consultation on the Mere Traffic Management Proposals carried out by Wiltshire Council, 3 objections from members of the public were received. The objections were supported by a fourth objector – Cllr. George Jeans. In summary, the objections concerned the double-yellow lines outside Scone Cottage, Water Street and the extension of the time restriction on the parking bays and the implication that this has for residents without off street parking. Julie Wharton, Wiltshire Council’s Senior Traffic Engineer has stated that as there are objections to the proposals, it is necessary for a report to be prepared to allow a Cabinet Member to make a decision. In her experience, it is unlikely that the Cabinet Member will agree to proceed if the local member is not in support of the scheme. In my opinion, it is both disappointing and frustrating that Cllr. Jeans lodged his objections in this way and at this late stage of the process. However, to salvage the traffic plan a small team of councillors have met again with Cllr. Jeans to reach an agreement that he would support. I would like to present this compromise to the full council for consideration:

1. Change all time restrictions from 9 a.m. to 5.30 p.m. (current proposal 9 a.m. to 6.00 p.m.) with parking limited to 30 minutes, no return within 1 hour.
2. Remove parking restrictions on parking spaces outside Angel Corner Tea Rooms. This enables the double-yellow lines around the Angel Lane junction to be removed also.
3. Reduce the length of the double-yellow lines from Water Street to Scone Cottage to 7.5m (currently 8m)

4. Exclude any car parking restrictions on the last car parking space outside the George as this is private access and provides the entrance to a private garage.'

After much discussion it was RESOLVED that the following amendments should be presented to the Senior Traffic Engineer: (Points 1, 2, 3 & 5 being proposed by Cllr. Mrs. Symonds, seconded by the Chairman and carried with a vote of 6 for and 5 abstentions: Point 4 being proposed by Cllr. Parsons, seconded by Cllr. Hill and carried with a unanimous vote).

- 1) The time restrictions on all parking bays should be amended to Mon – Sat 9.00 am – 6.00 p.m. – 1 hour (not 30 minutes) No return within 1 hour. (This alleviates objections raised at the Town Council meeting by the proprietor of the local café who was concerned that half an hour would not be sufficient time to allow people to stop and eat).
- 2) Amend the section of no waiting outside No. 4 The Square (section shown in red) to remain as it is rather than be amended to 9 – 6.
- 3) Remove the parking restrictions on the parking spaces outside the Angel Corner Tea Rooms. This enables the double-yellow lines around the Angel Lane junction to be removed also. This will help alleviate objections raised by residents living in The Square who do not have any residential parking.
- 4) Retain length of double-yellow lines from Water Street to Scone Cottage – there was a discussion regarding the reduction of the length of these yellow lines outside Scone Cottage in order to accommodate the concerns of the resident. However, the main purpose of installing these double-yellow lines is to enable the school buses to enter and exit Water Street without obstruction. Only last week the school bus had to come out of Water Street on the wrong side of the keep left bollard because the highway was obstructed by parked cars. The Town Council felt unable to agree the reduction of these double-yellow lines in order to accommodate this objection.
- 5) Lastly, this is just to confirm that the last car parking space, outside The George, needs to be excluded from the car parking restrictions as it is the entrance to a private garage

These amendments having been put forward on the understanding that they are considered to be minor amendments and will not cause any further delay in the process and will not result in the need for further public consultation.

d) Downside Close – adoption of roads, pavements, street lights etc. – The Clerk read out an email from the Highway Development Control Manager : 'I thought I would give you a quick update for your meeting on Monday. The order for the work has now been placed with Ringway and this includes both the road surfacing and the street lighting. I am currently awaiting details of the start date and programme and will notify you and the residents once this is known.' Members agreed that this was very good news and said they would keep their fingers crossed for it to happen.

142. Reports & Consultations

- a) Neighbourhood Policing Report – none received
- b) Wiltshire Councillor's Report – none received

143. 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: 16/02694/VAR
Application for: Variation of Conditions
Proposal: Variation of conditions 1-13 of planning permission 15/12639/FUL to allow for proposed new ground floor enclosed link to connect the recently approved 13 bedroom Specialist Care Unit to Bramley House Residential Care Home
At: Bramley House, Castle Street, Mere. BA12 6JN

RESOLVED to recommend the above application for approval on proposal made by Cllr. Mitchell, seconded by Cllr. Mrs. Traves and carried with a vote of 9 in favour, 1 against and 1 abstention (Cllr. Hazzard).

Application Ref: 16/02898/FUL
Application for: Full Planning
Proposal: Two storey extension to existing surgery building including internal alterations to existing building and enclosure of existing fire escape stair.
At: Mere Surgery, Dark Lane, Mere. BA12 6DT

Cllr. Mrs. Symonds said that she had read the 25 page Access & Design Statement which says that the area outlined in blue is owned by The Council and that they are purchasing the land from the Council. It also says that as part of the purchase it is the practice's intention to seek a formal licence agreement for the use of the parking spaces that the patient currently utilises. Cllr. Mrs. Symonds pointed out that this had never been mentioned before.

Cllr. Mrs. Traves pointed out that the Town Council was very grateful for the contributions made by local businesses towards the maintenance and upkeep of the car park which enabled the Town Council to keep parking free in Mere. She said that these contributions were made without any favour or privilege being bestowed upon these businesses but she was concerned that they would no longer be prepared to make these contributions if the car parking spaces were reduced to such an extent that the businesses could not benefit. Cllr. Hill felt that the design of the proposed extension and building materials proposed were not in line with expectations for a Conservation Area and said that a precedent had been set for other developers to comply with Conservation Area policies. He said that this was a very important building in an important location and if this was being proposed by a private individual he would be against the proposal. He said that the whole project had been designed on the basis of costs using the cheapest methods and materials possible but pointed out that the people of Mere would have to live with that forever.

Cllr. Mitchell said that his objection related to the fact that this extension would utilise too much of the car parking spaces and would further generate more patients and more staff which would take up even more car parking spaces. He also felt that the design of the building was not in keeping with the area and would look out of character.

Cllr. Sims said that he felt passionate that we should keep the surgery where it is and did not want to see it moving out of town.

Cllr. Mrs. Symonds asked if it would be possible to compel the developers to include within their costs, the re-marking of the car parking spaces within the car park.

Councillor Jordan said that it was regrettable that the Town Council was consulted on this more and felt that we had been presented with a *fait accompli*.

RESOLVED on proposal made by Cllr. Mitchell, seconded by Cllr. Mrs. Hurd and carried with a vote of 7 for, 1 against (Cllr. R. Sims) & 3 abstentions (Cllrs. M. Cassidy, C. Hazzard & J. Jordan) to submit the following objection to the planning application:

Reasons:

Background:

The Town Council is aware of the needs of Mere Surgery to expand the premises in order to cope with the increase in patients and the need for modern day clinical and health care needs. The Town Council also acknowledges that expansion of the Mere Surgery will provide community benefits and with this in mind, we have adopted a proactive approach in liaising with Mere Surgery to discuss proposals for expansion, agreeing in principle, to the release of land from our lease of the car park. Unfortunately, the Town Council was not able to comment on these plans and proposals prior to the application having been submitted due to the fact that the applicants were faced with funding deadlines which required them to submit the planning application prior to consultation with the Town Council.

Size, orientation and resultant loss of car parking spaces

Unfortunately, the proposed surgery extension is somewhat larger than the Town Council had originally envisaged, which will result in the loss of more car parking spaces within the Salisbury Street Car Park than we had anticipated. The Salisbury Street Car Park is owned by Wiltshire Council and leased to Mere Town Council. The Salisbury Street Car Park is often full up during the day time and we have received complaints from residents who cannot find car parking spaces. The expansion of the surgery is likely to increase the burden on the car parking spaces, particularly if they are able to increase the number of consulting rooms, which will result in more patients attending at any one time and will result in the need for more surgery staff car parking facilities. There is another issue which is likely to increase the need for

more car parking spaces within the car park: after much public consultation, the Town Council has initiated the installation of parking restrictions in and around Salisbury Street and The Square which we are hoping will be carried out in the very near future. The parking restrictions will mean that cars currently parking on the street will need to seek alternative car parking spaces. Lastly, it says within the Design & Access Statement (Point 8.2) that as part of the purchase (of the land), it is the Practice's intention to seek a formal licence for the use of the parking spaces that the Patient currently utilises. This particular aspect has not been discussed with the Town Council at all and is very worrying to members as it is likely to exacerbate the burden on the town's car parking spaces to an unsustainable extent. Mere & District Chamber of Trade have also raised concerns about the need to retain the ability for coach parking and coach turning within the Salisbury Street Car Park as this is one of the town's selling points within the Visit Wiltshire publicity material for Mere as being just off the A303 with public convenience facilities within the car park (now managed by the Town Council), we are ideally situated to benefit from the coach stops which also generate business in the town. Town Council members felt that the design, size and orientation of the proposed surgery expansion has given little thought to the need for retaining as many car parking spaces as possible and that it could be possible to minimise the impact on the car park by extending the surgery from a different elevation and with a different orientation.

Impact on Conservation Area

The Town Council felt that the design and materials were not in keeping with the Conservation Area of Mere and felt that the design was not aesthetically pleasing nor were materials of high quality. Recent development in the vicinity has been required to use natural stone and to take a more traditional approach to design, composition and finishes.

It was further agreed to ask Cllr. Jeans to call in this planning application and that if approval is granted by the planning authority then Cllr. Jeans should ask for a condition to be attached to the planning permission to ensure that the car park is marked out to a design that is approved by the Town Council and by the Highways Department (or car parking department) of Wiltshire Council at a cost to be met by the developers.

Application Ref: 16/03250/TCA
Application for: Trees in Conservation Area.
Proposal: Willow Tree – reduce crown by approx. 30% to previous pollarding points.
At: Willow Cottage, Waterside, Mere. BA12 6EE
RESOLVED to recommend the above application for approval.

Application Ref: 16/02635/FUL
Application for: Full Planning
Proposal: Change of Use of agricultural land to equestrian use, erection of stables and mobile field shelter and associated concrete apron and parking area.
At: Land South of The Yard, Wet Lane, Mere.
RESOLVED to recommend the above application for approval on proposal made by Cllr. Hill, seconded by Cllr. Mrs. Traves and carried with a vote of 10 for and 1 abstention. (Cllr. Mitchell, having declared a personal interest in this item, abstained from discussion or voting).

Application Ref: 16/03663/FUL
Application for: Full Planning
Proposal: Proposed construction of detached two bay garage, new garden store attached to west gable and minor alterations to existing porch with associated alterations.
At: The Cottage, Wet Lane, Mere. BA12 6BA

Application Ref: 16/03666/LBC
Application for: Listed Building Consent
Proposal: Proposed construction of detached two bay garage, new garden store attached to west gable and minor alterations to existing porch with associated alterations.
At: The Cottage, Wet Lane, Mere.
RESOLVED to recommend the above two applications for approval on proposal made by Cllr. Hazzard, seconded by Cllr. Mitchell and carried with a unanimous vote.

Application Ref: 16/04029/TCA
Application for: Work to Trees in a Cons. Area
Proposal: T1 & T2 – Fruit trees – fell
H1 – Hedge – cut back from wall to allow 5.2m clearance
H2 – Hedge – coppice to approx. 0.6m (2ft)
At: The Shoe, Old Hollow, Mere. BA12 6EG

RESOLVED to recommend the above application for approval on proposal made by the Chairman, seconded by Cllr. Mrs. Hurd and carried with a unanimous vote.

Application Ref: 16/04174/TCA
Application for: Work to Trees in Cons. Area
Proposal: Walnut Tree – Remove branch overhanging Underhill, Castle Hill Lane, Mere.
At: Hillcroft, Castle Hill Lane, Mere. BA12 6JB

RESOLVED to recommend the above application for approval on proposal made by Cllr. Parsons, seconded by Cllr. Hill and carried with a majority vote. (Cllr. John Jordan abstained from voting & Cllr. Mrs. Traves, having declared a personal interest, took no part in discussion or voting).

144. Highways, Rivers, Footpaths, Traffic & Transport

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

- None reported

b) Mere Rivers and licence to extract water – Cllr. John Jordan – The Chairman informed the Council that there would be a presentation by the Rivers Group at the next Town Council meeting and it was therefore agreed to defer this agenda item.

c) Report on ‘Circular Walk Workshop’ meeting convened by SWW Area Board to discuss funding for circular walk scheme submitted by Mere Footpath Group – Cllr. John Jordan reported that the CPRE have enjoyed and approved the proposed circular walk around Mere and agreed to provide maps with the suggestion that Mere is called the gateway to the AONB. They have also agreed to pay for a signpost for the walk and Cllr. Jordan wanted the Town Council’s agreement to place a sign in the centre of the town, probably attached to one of our lamp posts. Members were in full agreement for this.

d) Notice of Temporary Traffic Measures: Manor Road and B3095 The Square, Mere – members were informed that Wiltshire Council had made an order to temporarily close (to traffic and pedestrians) 25m of highway between The Square and Manor Road to enable structural repair work to be undertaken. The closure would come into operation on 13th June and it is anticipated that it would remain in force for five weeks.

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

a) Request to erect fence on boundary of Underhill & Castle Hill – the Clerk explained that a request had been made to erect a stock proof fence at the rear of Underhill (property adjacent to Castle Hill Play Area) on the boundary. The Clerk had been to assess the proposals and the Duchy of Cornwall had also made a site visit. An agreed location for the boundary had been reached and there were no objections to the proposed fence. However, the Clerk pointed out that the Duchy was not happy about the applicants suggestion to include a gate leading onto Castle Hill – pointing out that a formal access onto Castle Hill would not be considered appropriate or approved. RESOLVED to endorse the Duchy of Cornwall’s view on this matter.

b) To consider the release of land from the Town Council’s lease of land in Salisbury Street Car Park for expansion of Doctors Surgery – The clerk confirmed that the Town Council had a 6-year lease on the two car parks and public toilets which commenced on 1st April 2012 (expiring 31.3.18). Cllr. Mrs. Symonds proposed that the Town Council should only agree to the release of land from the lease when a mutually suitable site/building has been agreed between the Town Council and Mere Surgery (at present the Council feeling that the proposed extension takes up too much of the car park). Proposal seconded by Cllr. R. Hill and carried with a vote of 9 for and 2 abstentions (Cllrs. R. Sims & E. Mitchell).

c) To consider new parking layout (as suggested by MedCentres) for Salisbury Street Car Park which would

involve reducing area for recycling containers – The Chairman said that he felt that the Town Council were not in a position to consider this when they did not know what area they were left with. He was also concerned that the parking layout, as suggested by MedCentres, may not be compliant with Wiltshire Council's parking standards. It was therefore agreed that Cllr. Jeans be asked to 'call in' the planning application for the doctors surgery into committee and that if approval is granted by the planning authority then Cllr. Jeans should ask for a condition to be attached to the planning permission to ensure that the car park is marked out to a design that is approved by the Town Council and by the Highways Department (or car parking department) of Wiltshire Council at a cost to be met by the developers

d) The Old Ship Hotel and Listed Buildings At Risk Register – Cllr. Jordan said that he had been making enquiries into work that has been recently carried out on the building and understood that the building had been let to a third party recently. The Clerk said that there had been a campaign on the 'Mere Mutters' Facebook page asking for the building to be entered on the Listed Buildings At Risk Register. The Clerk had therefore made some enquiries as to the process of entering the building on the register with Historic England but in order to do so, Historic England had enquired as to the address of the building. The Clerk had been reluctant to give this information out without the Town Council's approval. RESOLVED that the building should be added to the Listed Buildings At Risk Register on proposal made by Cllr. Hazzard, seconded by Cllr. Mrs. Traves and carried with a majority vote of 9 (2 abstentions – Cllrs. Mrs. Hurd & R. Hill).

146. Finance, Policy & Resources

***a) Payments** – RESOLVED to approve the payments as set out in the payment schedule (attached) on proposal made by Cllr. Mrs. Traves, seconded by Cllr. Hill and carried with a majority vote. (The Chairman & Cllr. Mitchell, having declared a pecuniary interest in this matter, left the room and took no part in discussion or voting).

b) To approve S.137 payments for 2016/17 financial year – RESOLVED that the S.137 payments, as listed in the payment schedule be approved on the basis that the expenditure is in the interests of, and will bring direct benefit to, their area or any part of it or all or some of its inhabitants

c) Quotations for Insurance renewal – the Clerk informed members that the three year binding agreement with Aviva (via Came & Co Insurance Brokers) had now come to an end. Came and Co. had been to visit the Clerk to assess the Councils insurance requirements and had sought new quotations on behalf of the Council as follows:

- Aviva - £3960.22
- Hiscox - £3617.18
- Ecclesiastical - £3788.68

Came & Co. had provided a Core Cover Comparison and the levels of cover seemed similar with all three insurance providers. In summary, Came & Co. had recommended that the Town Council accepts the Hiscox quotation. Should the Town Council wish to enter a 3-year binding agreement with Hiscox, the annual premium can be reduced by a further 5%, giving a premium of £3436.32, including insurance premium tax. The Clerk confirmed that £3436.32 is exactly what the Town Council paid for its insurance premium last year. Members unanimously agreed to sign up to the 3-year binding agreement with Hiscox via Came & Co. Insurance Brokers.

d) Donation towards fireworks to celebrate the Queen's 90th Birthday - deferred

e) Football Club invoices for 2016/17 – The Clerk said that she had been about to send out invoices to the sports groups for contributions but was unsure as to whether the £500 increased contribution paid by the Football Clubs last financial year was to be an ongoing increased contribution. It was agreed to discuss this at a future meeting and in the meantime, the costs of the showers etc. would be examined again.

147. General Items

a) Free essential first aid training sessions in South West Wiltshire.

24. Forthcoming meetings/events

- Wiltshire Council – Local Housing Panel Meeting – Mere Lecture Hall, Wednesday, 11th May
- SWWAB Child Poverty Workshop – Teffont Village Hall – Wednesday, 11th May, 10-11.30 a.m.
- Councillor Development – Essential Skills for the 21st Century Councillor (Workshop training offered by South West Councils on 15th July at Holiday Inn, Taunton)
- User Group Meeting to discuss Duchy Manor traffic management

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.

MERE PEACE MEMORIAL SPORTS AND RECREATION GROUND

Registered Charity No. 1093497

For the Council, as Sole Trustees of Mere Peace Memorial Sports & Recreation Ground to consider the following matters:

a) Letter from Mr. Clowser relating to advertising boards in Recreation Ground – Trustees noted the contents of Mr. Clowser's letter. Trustees also pointed out that when planning permission had been sought for the premises at Brockhurst Mews, the Town Council had pointed out to the planning authority that the houses would be built next to an established Recreation Ground which may cause associated problems. However, the Clerk informed Trustees that Cllr. Jeans had offered, as a goodwill gesture, to supply the materials and paint the backs of the signs in green paint. This offer had met with the approval of the Football Club. Members agreed to take Cllr. Jeans up on his offer and to thank him for his efforts to provide a solution to the problem that is being experienced by Mr. Clowser.

b) Letter requesting re-location of bench in Recreation Ground – The Clerk pointed out that a letter from a second resident of Brockhurst Mews had written concerning the fact that youths are frequently congregating on the bench that is situated between the Youth Club building and the tennis courts and they are often noisy, drinking and/or taking drugs. The Clerk pointed out that a request had been received to have a bench by the skate park and wondered whether the relocation of this bench could be an amicable arrangement. Members agreed to the relocation of the bench.

Meeting closed at 9.31 p.m.