

Minutes of the Meeting of Meare Parish Council
Held on Monday 18th September 2023, 7.30pm in the Chapel

Public participation

Present: Cllrs Field, C Foster, T Foster, Gage, Hoskins (Chair), James, Neale, Richards, Winters.

In attendance: Parish Clerk – Gerard Tucker, and 8 members of public

68. Apologies

Cllrs Bennetts (attending another meeting) Wren (holiday).
Somerset Councillor Heather Shearer

69. Minutes of the previous meeting. The minutes of the meeting held on 17th July 2023 were Signed by the chair as a true and correct account of the meeting.
Proposed L Gage, Seconded Cllr T Foster (9-0-0)

70. Declarations of Interest

No declarations were made

71. Summary of actions from the previous meeting – all the actions have been completed.

- To approach Highways and enquire if additional white lines at the junction with Station Road and St Mary's Road could be considered.
- Organise a working party to install the Playing Field gates
- Arrange a date for the VH, and PC to meet at the Playing Field to discuss possible sites for a hard standing area.
- Write to the school (and others as identified) to ask parents to be reminded not to park cars and block the cemetery usage
- Investigate signage wording 'for cemetery use only' as at Glastonbury cemetery, with a view to installing at cemetery in Meare.
- Magazine/newsletter item to be an item for the September meeting
- To revisit the conditions of the loan prior to release in support of a new village hall at the next meeting in September.
- Review of revised Booking Form and Terms and Conditions for the Playing Field to be an agenda item for the next meeting in September

72. County Councillors Report

Cllr Shearer was unable to attend the meeting due to another commitment at County Hall

73. Highways – To include: - A review of the finger post decision taken earlier in the year
The replacing of the finger post at the junction with Burtle and Shapwick Roads was challenged soon after the works were completed. It was agreed on receipt of the concern to review the decision in six months time, hence the reason for the item being discussed again. In summary, Cllr Field proposed, seconded by Cllr C Foster that the clerk contacts the Officer at County with responsibilities for finger posts and enquire if the stance that Meare PC has taken is acceptable. The previous finger (now removed) is held with Cllr Field and a subsequent question is what should now happen to that finger.

Action: Clerk to contact County to discuss the finger post decision previously taken.

74. Planning

- a) **Application Numbers:** 2023/1705/LBC and 2023/1704/HSE
Proposal: Conversion of existing detached garage into self-contained annex
Location: Ferlingmere House 18 St Marys Road Meare Glastonbury Somerset
Applicant: Mr Phil Peace
Application Type: Listed Building Consent & Householder Application

A site visit for this application was not considered necessary. Councillors noted that the building is listed by association and will fall into disrepair if works are not undertaken. Cllr Field proposed, seconded by Cllr C Foster and unanimously **AGREED** to recommend that this application is approved.

- b) **Application Number:** 2023/1428/PAA
Proposal: Prior Approval for a proposed change of use of agricultural buildings to 4no. dwellinghouses (Class C3) and for associated operational development.
Location: Barns At Rose Farm Shapwick Road Westhay Glastonbury Somerset
Applicant: The T W Willcox Trust
Application Type: Prior App CoU Agriculture to Residential

This application is for information only, Officer delegated powers will determine the outcome.

- c) **Application Number:** 2023/1442/AGE
Proposal: Prior notification of agricultural development: Resurfacing existing concrete farmyard area with 150mm of reinforced concrete.
Location: Shalders Farm Shapwick Road Westhay Glastonbury Somerset
Applicant: Mr R J Whitcombe
Application Type: Agricultural Notification Excavation

This application is for information only, Officer delegated powers will determine the outcome.

- d) **Application Number:** 2023/1638/HSE
Proposal: Single storey rear extension, roof reconfiguration and internal
Location: Sunset Shapwick Road Westhay Glastonbury
Applicant: Mr John Dickson
Application Type: Householder Application

Councillors agreed to support this application for reasons of the inclusion of a home office reduces the need for travel.

- e) **Application Number:** 2023/1420/FUL
Location: Home Farm, Chapel Lane, Meare
Proposal: New agricultural store
Applicant: Mr M Stacey

Councillors agreed to support this application for reasons of identified agricultural need
The minutes of a Planning Meeting held on July 31st were considered accurate and were signed by the Chair.

75. Parish Matters including:

- a. Playing Field update
- i. To receive quotes for the installation of a new gate from the play area & replacing the existing 12' gate based on the specification previously prepared. Three quotes were received – J
Jason Linham £545m Shawn Roberts £550 and Tom Lockyer £625
Cllr James proposed that Jason Linham be awarded the contract, seconded by Cllr Richards and unanimously **AGREED**.
 - ii. Update to include outcome of discussions with the owner of land adjacent to the play area. Cllrs Bennetts, Neale and the clerk met with the owner of a ransom strip in the play area . He informed that he is proposing to develop the land adjacent to the play area – with a very rough plan drawn showing

that the site could accommodate 18 properties ranging from 1 bedroom flats to 3 bedroom houses. The clerk informed that he suggested the Parish Council could undertake a housing needs assessment through a questionnaire delivered to each resident with a stamped addressed envelope to encourage a reply. Cllr T Foster proposed, seconded by Cllr C Foster and unanimously **AGREED** that a housing needs assessment be compiled and distributed. The clerk further informed that Shaun Davis (landowner) was prepared to fund the questionnaire returns as his contribution to finding out the needs of the parish. 9-0-0

iii. Review of terms and conditions for booking the playing field.

A written question regarding the raising of VAT against invoices was submitted by Cllr Wren. In response, Meare PC under a Section 126 agreement can reclaim VAT, but does not charge it on any invoices raised. The clerk identified that the email address for booking enquiries needs to be amended. He also pointed out that the statement in Point 4 needed clarification as it currently reads that businesses in the parish can have the use of the playing field at no charge. The clerk is to contact the author of the booking T&C's and suggest these amendments are made.

b. Playing Field sub-committee There has been no meeting of the Playing Field Committee since the last meeting and therefore nothing to report.

c. Village Hall update.

i. Request for support with the compilation and distribution of a parish questionnaire. Cllr James proposed, seconded by Cllr Neale and unanimously **AGREED** that the Village Hall questions be incorporated into the wider questionnaire that is being compiled. 9-0-0

Action: The clerk to compile a parish questionnaire to include VH questions

ii. Loan detail and conditions for it's release to the Village Hall Trustees. The clerk informed that the loan which is being charged at 3.77% fixed interest has been transferred to a higher interest earning account. This is currently earning 2.55% interest, although this figure does fluctuate. It was suggested that the terms of transferring the money would be to match fund other grants raised or income generated. This is to be reviewed when a request for the funding release has been received.

iii. A letter has been received from the Village Hall Treasurer requesting that the Parish Council takes responsibility for the running of the Playing Field, until such time as the new village hall has been built. The suggested preferred option is to create a Memorandum of Understanding (MOU) between the two organisations (Parish Council and Village Hall Trustees).

Action: The clerk to prepare a draft MOU for consideration

76. Parish Magazine

Caroline Sanderson (magazine editor) spoke to this item. She informed that she has obtained costs for a reduced version of the magazine (to 28 pages) in full colour, colour for the cover only and black and white throughout. She further informed that the number of advertisers for the next two editions has been maintained and that the magazine should require no subsidy from the council. Cllr T Foster enquired when there was last a pricing review, concluding that this is now overdue. Questions regarding the magazine are to be included in the parish questionnaire, which is to be circulated very soon.

Action: The clerk is to incorporate questions relating to the parish magazine in the questionnaire.

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77. Finances

a. Presentation of income and expenditure

The clerk had previously circulated the accounts to all members. He continued and informed that the Finance Committee had recently met to cross reference the invoices against the spreadsheet and bank statements. Proposed Cllr T Foster, seconded Cllr Gage and unanimously **RESOLVED** to accept the accounts as presented.

The Village Hall Trustees had requested a short-term loan of £2,000. This occurred between meetings of the Parish Council. The clerk informed that the Finance Committee were unanimous in agreeing the loan which is to be repaid without any interest in this financial year. The reason for the request is that funds are currently inaccessible from their Barclays account as there has been a change in trustees. This has been included for information

b. Invoices Paid/Received since last meeting

Name	Details	Income	Expend £
HMRC	PAYE and NI		661.15
Ripple Accounts	Payroll		10.00
VH Trustees	Loan		2,000.00
Water Rates	Water charges, Playing Field		196.33
G Tucker	Salary (July)		861.31
Cowling Agri	Tractor service		450.00
Ripple Accounts	Payroll		10.00
EDF Energy	Electricity supply		11.01
G Tucker	Salary (August)		861.51
M Sweet	Additional work to contract		165.00
M Sweet	Village maintenance (Sept)		500.00
SPFA	Membership		15.00
Gerard Tucker	Clerks expenses – July – Sept		148.41

Note: In line with the agreement of the Finance Committee, £200,000 was transferred from the Co-Op Direct Plus Account to the higher interest earning Business Select Account on 21st July 2023

c. Invoices to be paid.

Caroline Sanderson	2 x magazine editorial	£300.00
Community Church	3 x meeting hire	£90.00
Emprint	Cemetery parking signs	£39.23
T Hoskins	Sand, cement, paint	£48.01

78. Correspondence:

Barclays Bank have written informing that the account held with them needs to be used or closed. Cllr C Foster proposed, seconded by Cllr Neale and unanimously **AGREED** to close the Barclays account and transfer the funds to the higher interest earning Co-op Business Select account

Gloria McClurg has asked if her contact details can be added to our website as she is willing to help with enquiries on ancestry and village history.

Action: Clerk to contact Ms McClurg and obtain her consent to use her email address

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79. Actions arising from this meeting

- Clerk to contact County to discuss the finger post decision previously taken
- The clerk to compile a parish questionnaire to include Village Hall questions
- The clerk to prepare a draft Memorandum Of Understanding between the Parish Council and Village Hall Trustees for consideration
- The clerk is to incorporate questions relating to the parish magazine in the questionnaire.
- Clerk to contact Ms McClurg and obtain her consent to use her email address on our website

80. Next meeting; will be held on Monday 16th October 2023, 7.30pm in the Chapel.

The meeting was declared closed at 9.10pm.

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