

MILVERTON PARISH COUNCIL

MINUTES OF THE MEETING HELD AT VICTORIA ROOMS, MILVERTON ON MONDAY 5th JUNE 2023 at 7:00 pm

Present	R Burton (Chair)	M Dinning	T Phelps
	P Chambers	C Gauntlett	
	A Dakowski	G May	

In attendance: Mr T Payne, Clerk to the Council
SC Cllr G Wren
27 Members of the public

	Public Questions Many of the members of the public were present to highlight the effects and proposed actions following the flooding which occurred in the parish in May. It was noted that the drop-in session organised by SC was scheduled for 20 June at the Victoria Rooms. The need for drains being kept clear, within a maintenance regime as well as the culvert being inspected by camera were flagged as necessary. Notice of blockages to the PC was requested, as well as SC being notified direct online via residents. It was agreed the PC Emergency Committee would be incorporating lessons learned from the flooding into the Emergency Plan. Reports from County and District Councillors No matters to report
1.	Apologies for Absence Apologies were received from Cllrs J Hoyle, C Mann and J Townend
2.	Declarations of Interest - None declared
3.	Minutes of the Annual and Ordinary meetings held on 9th May 2023 Following minor typing corrections, the minutes were approved as circulated.
4.	Actions from previous meeting - Co-option - It was noted that the requisite notice had been given to allow co-option at the July or August meetings
11	Flooding in Milverton and Preston Bowyer <i>(Item brought forward)</i> Chair reported that an article about the flooding is to go in the next magazine, which would include thanks to those who helped residents affected. The (previously reported) ash tree growing near to a drain in Creedwell had been noted as a cause of a blockage which should result in its removal; A schedule of drainage maintenance is (again) to be sought in order that cars potentially impeding access can be moved in advance; The Emergency Plan is to be uploaded to the PC website
5.	Planning 5.1 Consideration of Planning Applications for comments to SC - None 5.2 Report on Planning Decisions by SC Clerk reported that the application at Archery Close (works) had been approved by the planning authority since the last meeting.

Signed..... Date..... Minute Book Page Number.....

	5.3 Somerset Council delegated powers decision It was agreed that the draft letter prepared by Chair, and previously circulated, be sent to Somerset Council, seeking further discussions when staffing issues in the new Council have been resolved.
6.	Finance 6.1 Schedule of Payments Payments to be paid online were noted as being approved: T Payne - May Salary £1,041.44 BHIB - Annual Insurance £681.58 Jill Larcombe - Internal Audit £120.00 Clare's Cleaning - Toilet cleaning £310.00 Richard Branfield - Grass-cutting £303.00 Water2Business - Water supply @ toilet £246.34 (Nov to May) Methodist Church - Room hire (already paid) - £12.00 Sally Lancaster - Allotment refund £16.20 Direct debits (paid in June) Google £18.40 EDF £36.00 6.2 Direct Debits It was agreed to pay future water bills re the toilets via direct debit
7	Recreation Ground Support Mr T Bidlake-Corser, Treasurer of the Recreation Ground, outlined its financial position, noting that the anticipated loss of the SC grant for Outdoor Spaces from 2024/25 would exacerbate an already challenging position. Fundraising events are being planned, with there being a need to increase usage and gain the support from the village to enable both the grounds and the pavilion to remain open. A business plan is being drawn up by the Trustees. It was noted that the Parish Council would be open to providing financial assistance, as it had in the past, with any proposals required to be submitted later in the year, prior to the 2024/35 precept being agreed in Dec/Jan.
8.	Risk Assessment It was noted the Risk Assessment document is required to be reviewed within the next 12 months.
9.	Annual Audit and submission of AGAR Forms 9.1 Internal Audit report 2022/23 The report by the Internal Auditor had been circulated, this had the conclusion that there were no matters of non-compliance identified. Comments made by the Auditor will be considered at a future meeting 9.2 To approve the Annual Governance Statement 2022/23 The Annual Governance Statement was reviewed and it was resolved that this be approved 9.3 To approve the Annual Accounts and Accounting Statements 2022/23 The Annual Accounts and Accounting Statements were reviewed and it was resolved that these be approved
10.	Airband High Speed broadband Clerk reported that a response from Airband was awaited in relation to the positioning of new poles within the parish for the cabling

11.	Flooding in Milverton and Preston Bowyer <i>(covered earlier in meeting - see above)</i>
12.	Parish Council website Clerk had circulated information in respect of options for a new PC website which would both be more user-friendly and informative as well as being able to meet the Accessibility requirements. These were noted to cost in the order of £800 (Set-up £500/Annual fee c £300). It was agreed that further investigation be undertaken to bring a proposal on new website to a future meeting
13	Phone box Cllr T Phelps reported that upon review, the condition of the phone box made it unlikely that it would generate significant proceeds via a sale and it was agreed that steps be taken to dispose of it bearing this in mind.
14.	Bus Service in Milverton Cllr C Gauntlet reported that a report was due to be finalised when all of the responses from the survey had been collated,
15.	Unitary Authority 15.1 Update The first LCN meeting had been confirmed for 6th July. It was requested that any matters that Councillors wished raised be advised to Chair, who was proposing to attend.
16.	Committee Reports 16.1 Amenity Committee <u>Toilet Block Refurbishment</u> All sums have been paid to Croft and Karesa as advised at the last meeting. Some further documentation is required as a part of the snagging process and this is being chased up. A query in respect of wheelchair users opening the wc door is being investigated and water collecting in various parts of the wc areas is being monitored. <u>Parsonage Lane revamp</u> No further progress to report <u>New Noticeboards</u> Feedback from residents in Preston Bowyer and Houndsmoor has been sought regarding the notice board idea and their siting. Positive responses have been received re Preston Bowyer with Houndsmoor feedback still awaited. <u>Jubilee Gardens</u> No further progress to report <u>Dog waste bin provision.</u> Cllr J Townend has agreed to sound out opinion in Houndsmoor regarding the siting of a dog bin in the area. The High Street one is proposed to be sited at the end of the row of houses, near the track through to Wood Street. 16.2 Emergency Planning Committee Cllr C Mann met with Wivey TC and gained much information regarding its own Emergency Plan. A template produced by Somerset Prepared (a multi-agency partnership set up to assist communities plan for emergencies) is to be used to complement the existing plan. A meeting with a representative from Somerset Prepared is scheduled for 8 June and a meeting with the Milverton Emergency Team is to be arranged in July. The incidence of the recent flooding flagged

	up a number of questions in terms of the response to an emergency which will need to be investigated and then reflected in the Plan as necessary. Cllr C Gauntlett agreed to assist with the checking and formatting of the revised Plan 16.3 Allotment Committee Cllr A Dakowski reported the paths around plots were to be strimmed and the purchase of equipment for this was being considered. An Open Week was to be held at the allotments from 7th to 13th August to showcase them to residents and encourage interest from potential new plotholders. 16.4 Parish Plan Working Party It was noted that the Make a Difference Day is planned for the autumn.
17.	Roads and Footpaths 17.1 Footpaths - Monthly Report Cllr A Dakowski reported WG7/12, 7/21, 7/49, 7/16 and 7/18 have been reported to SC for cutting. It has been reported back to the Ramblers Association that having the line of the footpath WG7/17 reinstated is the preferred option 17.2 Roads - Monthly Report Cllr C Mann reported that the 20 mph sign has now been replaced at the bottom of Station Road; Confirmation has been received from Kate Brown of SC Traffic Management that the work removing the white lines and cats eyes in Preston Bowyer would go ahead (date not yet specified); Complaint about delivery drivers and traffic mounting pavements in Fore street and requirements for more bollards Kate Brown to be chased for a response; Works to assist the drainage of surface water at Chipley are being undertaken in early June.
18.	Crime Report The monthly report from PCSO L Fyne was noted, which included instances of anti-social behaviour at the skateboard park at the Recreation ground.
19.	Matters of Report 15.1. Health & Wellbeing Cllr A Dakowski reported on attending a course by SALC which highlighted the potential for projects in communities to improve the general wellbeing of residents. Grants are available to be applied for. These are to be investigated. 15.2. Viewing Area tree work Clerk reported that he and Cllr A Dakowski had met with D Galley, SC Tree Warden, to discuss potential works on the trees. A specification is to be drawn up to enable quotations to be obtained.
20.	Date of next meeting The next meeting was confirmed for Monday 3rd July 2023, at the Victoria Rooms.
	The meeting closed at 9.12 pm