



# MARTOCK PARISH COUNCIL

## Full Council Minutes 15<sup>th</sup> May 2019

### Minutes of the Annual Meeting of Martock Parish Council

15<sup>th</sup> May 2019 at 7.00pm in the Market House, Martock

**Present:** Cllrs Neil Bloomfield, Marilyn Butler, Louise Clarke, Mark Warr, Jo Revell and Sylvia Williams

**In attendance:** Adam Persson (Clerk) and 14 members of the public including the Youth Parish Council and 2 applicants for the Parish Councillor vacancies

**Apologies:** Cllrs Sam Radford, Fiona Miller, Jesse Spencer and Sam Burke

No.	Subject	Comments
91/19	Parishioner participation – to hear any matters raised by members of the public	No matters were raised.
92/19	Announcement that the meeting may be filmed or recorded	An announcement was made that the meeting may be filmed or recorded.  It was <b>AGREED</b> to record the meeting.
93/19	Election of the Chair of the Parish Council	There was one nomination for Neil Bloomfield.  A proposal was put forward that the Parish Council elect Neil Bloomfield as Chair. Mark Warr proposed, and Louise Clarke seconded the proposal.  Unanimously <b>AGREED</b> .  The Statutory Declaration of Office was made and signed by the Chair.  Neil Bloomfield thanked the Council for electing him and proceeded to chair the meeting.
94/19	To confirm Councillors' declarations of acceptance of office	All Councillors present signed the Declarations of Acceptance of Office.  It was <b>AGREED</b> that Councillors absent from the meeting should attend the Market House as soon as practicable to sign their declarations in the presence of the Clerk.
95/19	To receive the Register of Members' Interests forms for completion and the New Councillor's Welcome Pack	The Register of Members' Interests forms, and New Councillor's Welcome Pack, were handed out to Councillors. Councillors were advised that the register had to be completed and returned by 3 <sup>rd</sup> June.

96/19	To receive any apologies for absence	Apologies had been received from Sam Radford, Fiona Miller, Jesse Spencer and Sam Burke.
97/19	To receive any declarations of interest	No declarations of interest received.
98/19	To receive a report on any dispensations granted	No dispensations had been granted.
99/19	To consider any applications received for co-option to fill the casual vacancies	<p>Applications had been received from Alan Potter, Andrew MacDonald and Les Hallett to fill the casual vacancies. Written Statements had been circulated to all Councillors.</p> <p>Alan Potter, Andrew MacDonald and Les Hallett were unanimously co-opted on to the Parish Council.</p> <p>The co-option notice would be revised and published on 16<sup>th</sup> May.</p>
100/19	<p>Election of:</p> <ol style="list-style-type: none"> <li>1. Vice-Chair of the Parish Council</li> <li>2. Chair of the Finance and Resources Committee</li> <li>3. Chair of the Buildings and Open Spaces Committee</li> <li>4. Chair of the Services Committee</li> <li>5. Community Safety Representative</li> <li>6. Parish Paths Liaison Officer (footpath representative)</li> </ol>	<p>A proposal was put forward that the Parish Council elect the following members for the roles listed:</p> <ol style="list-style-type: none"> <li>1. Vice-Chair of the Parish Council – Jenny Becker</li> <li>2. Chair of the Finance and Resources Committee – No nominations</li> <li>3. Chair of the Buildings and Open Spaces Committee – Mark Warr</li> <li>4. Chair of the Services Committee – Marilyn Butler</li> <li>5. Community Safety Representative – Alan Potter</li> <li>6. Parish Paths Liaison Officer (footpath representative) – Richard Deubert</li> </ol> <p>Neil Bloomfield proposed and Sylvia Williams seconded the proposal.</p> <p>Unanimously <b>AGREED</b>.</p>
101/19	To agree membership of the committees	<p>Councillors were asked to consider the committees they would have an interest in joining. In accordance with Standing Orders, Neil Bloomfield (Chair), Jenny Becker (Vice Chair) and the Chair of Finance &amp; Resources will have ex-officio membership of all committees.</p> <p>The following Committee membership was <b>AGREED</b>.</p> <p><b>Finance &amp; Resources Committee members</b> Chair of Finance – Not nominated</p>

		<p>Chair of Services – Marilyn Butler  Vice-Chair – Jenny Becker  Chair of Buildings and Open Spaces – Mark Warr  Chair – Neil Bloomfield</p> <p><b>Buildings and Open Spaces Committee members</b>  Mark Warr (Chair)  Jesse Spencer  Fi Miller  Louise Clarke</p> <p><b>Services Committee members</b>  Marilyn Butler (Chair)  Alan Potter  Sam Burke  Sam Radford  Sylvia Williams</p> <p>It was <b>AGREED</b> that Jo Revell, Andrew MacDonald and Les Hallett would decide on which committee to join in consultation with the Clerk and Chair of the Council.</p>
102/19	To agree the introduction of an attendance register	<p>The need for an attendance record was discussed.</p> <p>A proposal was put forward that the Parish Council introduces an attendance register. Neil Bloomfield proposed, and Sylvia Williams seconded the proposal.</p> <p>Unanimously <b>AGREED</b></p> <p><b>ACTION:</b> Clerk</p>
103/19	To receive any police matters	<p>There were no police representatives present.</p> <p>The use of Atlas Security by the Parish was the subject of a piece on Countryfile and would be aired next week.</p> <p>Drug paraphernalia had been found in the Precinct.</p>
104/19	To receive a presentation from the Youth Parish Council	<p>A presentation on the work and activities of the Youth Parish Council was received.</p> <p>Neil Bloomfield thanked the Youth Council for their contribution to the welfare of the Parish and advised that a tour of the Houses of Parliament was being arranged for Youth Parish Council.</p> <p>It was <b>AGREED</b> to send the Powerpoint presentation to Councillors.</p> <p><b>ACTION:</b> Clerk</p>



105/19	<p>Planning - Neil Bloomfield</p> <p>1. To consider the following application:</p> <p><b>19/01174/S73.</b> Application to vary condition 2 (approved plans) of approval 16/02758/FUL (minor elevational changes to both dwelling and garage).</p> <p>2. To receive notification of any planning decisions received from SSDC since the last meeting</p>	<p>A proposal was put forward that the Parish Council had no objection to this application. Neil Bloomfield proposed, and Marilyn Butler seconded the proposal.</p> <p>Unanimously <b>AGREED.</b></p> <p>Planning application: 19/00634/HOU had been granted with conditions.</p>
106/19	To approve the minutes of the Parish Council meeting held on 24 <sup>th</sup> April 2019	The minutes of the meeting were approved as a true record (enclosures MPC-19-064) and signed by the Chair.
107/19	To confirm the status of agreed actions	<p>The Action List (enclosure MPC-19-065) was confirmed.</p> <p>019/18 – A meeting of the Project Team would take place on 23<sup>rd</sup> May.</p>
108/19	To address any matters arising from the minutes not covered by items on the agenda	No matters were raised.
109/19	To receive the County Councillor's report	The County Councillor had today attended a meeting at County Hall at which the Chair was re-elected.
110/19	To receive the District Councillors' report	<p>The Liberal Democrats had 41 seats on the new District Council. Val Keitch had been re-elected as leader. No cabinet appointments had yet been made.</p> <p>Neil Bloomfield would represent the District Council on the Police and Crime Panel. Louise Clarke, as a new District Councillor had been in training for the last 2 weeks.</p>
111/19	To receive the Chair's report – Neil Bloomfield	No written report was received due to election purdah rules.
112/19	To note the Parish Diary for June 2019	The Parish Diary for June 2019 was noted (enclosure MPC-19-067).
113/19	To approve the funding of a study of the Cartgate Reservoir by an All Panel Reservoirs Engineer at a cost of £3,000.00	A study of the Cartgate Reservoir was required to inform the decision of whether or not to reduce the opening of the Cartgate Sluice.

		<p>A proposal was put forward that the Parish Council fund a study of the Cartgate Reservoir by an All Panel Reservoirs Engineer at a cost of £3,000.00. Mark Warr proposed, and Jo Revell seconded the proposal.</p> <p>Unanimously <b>AGREED</b>.</p> <p><b>ACTION:</b> Clerk</p>
114/19	To agree eligibility for and to exercise the General Power of Competence	<p><b>The Parish Council resolves from 15 May 2019, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence.</b></p> <p>A proposal to exercise the General Power of Competence was received (enclosure MPC-19-068).</p> <p><b>RESOLVED: It was proposed and unanimously agreed that the Parish Council resolved from 15 May 2019, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence.</b></p>
115/19	<p>Finance &amp; Resources:</p> <ol style="list-style-type: none"> <li>1. To note that the budget detail, bank reconciliation detail and the balance on the bank statement to reconciliation summary for April will be presented at the June meeting</li> <li>2. To receive an update on the End of Year Accounts and Annual Return process for 2018/19</li> <li>3. To adopt the Members Code of Conduct</li> </ol>	<p>The date of the presentation of the budget detail, bank reconciliation detail and the balance on the bank statement to reconciliation summary for April was noted.</p> <p>The End of Year Accounts and Annual Return would be presented at the June meeting. The date of the Exercise of Public Rights would be confirmed at the June meeting.</p> <p>The Members Code of Conduct was discussed (enclosure MPC-19-069).</p>

	<p>4. To adopt the Standing Orders</p>	<p>A proposal was put forward that the Parish Council approve and re-adopt the Members Code of Conduct. Neil Bloomfield proposed, and Jo Revell seconded the proposal.</p> <p>Unanimously <b>AGREED</b>.</p> <p>The Standing Orders were discussed (enclosure MPC-19-070).</p> <p>A proposal was put forward that the Parish Council re-adopt the Standing Orders. Neil Bloomfield proposed, and Marilyn Butler seconded the proposal.</p> <p>Unanimously <b>AGREED</b>.</p>
116/19	<p>Buildings &amp; Open Spaces – Mark Warr:</p> <p>1. To receive a report on the work of the Committee since the last meeting</p> <p>2. To review the quotes and award the contract for a stone conservator's report on the chest tombs in All Saint's Churchyard preparatory to restoration works</p> <p>3. To approve the replacement of three lighting bollards in the Precinct Carpark at a cost of £1500.00</p>	<p>A report was received (enclosure MPC-19-071).</p> <p>The quotes for a stone conservator's report on the chest tombs in All Saint's Churchyard were reviewed (enclosure MPC-19-072).</p> <p>A proposal was put forward to award the contract for a stone conservator's report on the chest tombs in All Saint's Churchyard preparatory to restoration works to Gale's Building Conservation. Mark Warr proposed, and Neil Bloomfield seconded the proposal.</p> <p>Unanimously <b>AGREED</b></p> <p><b>ACTION:</b> Clerk</p> <p>SSDC had been approached with regard to the costs and the possibility of a 3<sup>rd</sup> party carrying out the works. SSDC required that the lighting bollards be to their specification and that the work is carried out by their contractor. The installation charges would not be passed on to the Parish.</p> <p>A proposal was put forward that the Parish Council approve the replacement of three lighting bollards in the Precinct Carpark at a cost of £1500.00. Mark Warr proposed, and Louise Clarke seconded the proposal.</p> <p>Unanimously <b>AGREED</b></p> <p><b>ACTION:</b> Clerk</p>

	<p>4. To discuss and agree the provision of support in the arrangements for a Family Fun Day at the Recreation Ground in aid of Cancer Research and Macmillan Cancer Support</p>	<p>The Family Fun Day was discussed.</p> <p>A proposal was put forward that the Parish Council offer use of the Recreation Ground and Pavilion free of charge and to cover public liability insurance under the Council's own insurance policy. Neil Bloomfield proposed, and Sylvia Williams seconded the proposal.</p> <p>Unanimously <b>AGREED</b></p> <p><b>ACTION:</b> Clerk</p>
117/19	<p>Services – Marilyn Butler:</p> <p>1. To receive a report on the work of the Committee since the last meeting</p>	<p>A report was received (enclosure MPC-19-073)</p>
118/19	<p>To receive any relevant correspondence – Clerk</p> <p>1. Email from SWP regarding SUEZ</p> <p>2. Email from the Liberal Democrats</p>	<p>An email had been received from SWP advising that the contract for Recycle More weekly services of extra materials, especially plastics, had been awarded to SUEZ.</p> <p>An email had been received from the Yeovil branch of the Liberal Democrats inviting a Parish Council representative to the memorial service celebrating the life of Paddy Ashdown at St. John's Church in Yeovil on Wednesday 29<sup>th</sup> May.</p>
119/19	<p>To note the next meeting of the Parish Council on Wednesday 26<sup>th</sup> June 2019 at 7pm</p>	<p>Date of the next meeting was noted.</p>

The meeting closed at 20.40pm

Approved (date): 26<sup>th</sup> June 2019

Signed by the Chair: \_\_\_\_\_