



MARTOCK PARISH COUNCIL

Minutes of the Martock Parish Council meeting held on Wednesday 24th April 2024 in the Parish Hall, Church Street, Martock at 7:00pm.

PRESENT: Councillors John Hole (Chair), Joy Bailey (Deputy Chair), Ashley Chapman, Danny Dwyer, Paul Helyer, Graham Macdonald, Alan Potter, James Tresadern, Alison Warne, Ash Warne and Tony Welsh

ALSO PRESENT: Natalie Fortt (Chief Executive) and Somerset Councillors John Bailey and Emily Pearlstone

Public participation time

2 members of the public were in attendance.

Somerset Councillors Emily Pearlstone and John Bailey had previously submitted a report updating the Council on the appointment of three new Deputy Lieutenants to assist and support the Lord-Lieutenant in Somerset. The report also highlighted the new Bus Passenger Charter. The Charter can be viewed at: [Somerset Bus Passenger Charter](#) or via Somerset's customer service team to request a copy on 0300 123 2224. Somerset Libraries will be launching its new Neurodiversity book collection next month to coincide with the start of Autism Acceptance Week. A special author event will be taking place at Yeovil Library on 20 April where local neurodivergent writer, Hannah Walker will speak about her latest book 'Mess is Progress'.

Feedback was also given on the following local issues:

Coat Grove entrance works to site are due to commence April 22nd with a 4/5 week completion time. The work to Hills Lane will commence immediately after the entrance works are complete. A date of May 27th is expected. With the works again lasting around 4 weeks.

Stoke Road Industrial Estate pedestrian access will continue to be an ongoing aim given the expansion of businesses and need for a safe way for pedestrians to reach this site.

A Group has been formed with Long Load and Ash to look at the options to address the issues of speeding, traffic and access. The Group has held four meetings looking at speed indicator devices, and access and has reported back to Planning Committee. It is hoped to develop an Active Travel Plan for Martock/Ash.

Martock Library Meeting took place on Thursday 18th April with Darren Smart (SC Library Development), Joy Bailey (Martock Vice-Chair), Natalie Fortt (Chief Executive) and John Bailey (Somerset Councillor). Report is due to Full Council in May.

Parishioner Michael Hall introduced himself and explained his reasons for wanting to join the Parish Council. The Chair welcomed Mr Hall and explained the vote on co-option on the Council would take place at item 4 on the agenda.

045/24 APOLOGIES FOR ABSENCE

There were no apologies.

046/24 DECLARATIONS OF INTEREST

There were no Declarations of Interest made.

047/24 MINUTES OF PREVIOUS MEETING

Resolved: (Unanimously)

To accept the minutes as a true record with the addition of the Asset Register figure of £825,005 to item 034/24.

048/24 CHAIRMANS ANNOUNCEMENTS

The Chair announced that he and the Chief Executive had met with a trustee for Martock Youth Centre, the meeting had been very positive and had covered the planned building works at the Centre.

049/24 COUNCIL VACANCIES – CONSIDERATION OF THE FOLLOWING APPLICATION TO BECOME A CO-OPTED MEMBER:

Council considered the application from Michael Hall to join the Parish Council as a co-opted member.

Resolved: (Unanimously)

To accept the application and co-opt Michael Hall as a Councillor Member of Martock Parish Council.

050/24 Representatives on Outside Bodies:

Council received a verbal update from Cllr Ash Warne as representative on the M3CP committee. The main points taken from the meeting included the fact that the Martock/South Petherton Surgery is now offering between in the region of 96 and 120 clinical consultations daily and the Practice manger was very upbeat about the future of the surgery.

Martock Christian Fellowship (MCF) have acquired a mini-bus which can be hired for future use (small donation required).

Martock Youth Centre updated on plans for refurbishment of the youth building subject to Conservation Officer approval for works.

Cllr Joy Bailey and Cllr Paul Helyer fed back on progress with the Community Plan steering group, including the decision that all future meetings of the Community Plan Steering Group would be open to the public. These meetings will take place at 10am Friday 10th May, and 10am Friday 14th June in the meeting room at the Parish Hall.

Cllr Helyer also noted that he would be attending the Ash/Long Load traffic meeting on 1st May to consider the siting of Speed Indicator Devices and also the next LCN meeting taking place on 11th June.

050/24 COMMUNITY GRANT APPLICATIONS:

The Chief Executive explained that Council had received four community grant applications and these had been assessed by the panel, as nominated at the Full Council meeting in March, and at a meeting on 10th April the panel had agreed to propose Full Council support the applications from the Martock Rover Football Club and the Martock Scout and Guide Centre. It was also agreed to propose a provisional offer to the Martock Orchestra subject to the group providing more information. Cllr Helyer explained that the group had not yet been established and did not have a bank account and other required paperwork, so the grant could only be confirmed once this information had been supplied.

The Chief Executive confirmed that grants would only be awarded upon receipt of quotations as proof that the group had sought best value for any equipment or services.

Unfortunately the application from Martock All Saints was a retrospective application and as such was not eligible under the current grant scheme.

Resolved: (Unanimously) to approve:

1. A grant of £1,000 to Martock Rovers Football Club
2. A grant of £3,000 to the Martock Scouts and Guide Centre
3. A provisional grant of £1,000 to Martock Orchestra subject to completion of the relevant paperwork.

052/24 COUNCIL BUDGET 2023/24 AS AT MONTH 11

Council considered the following reports from the RFO:

- (a) Detailed Income and Expenditure by Budget Heading.
- (b) Detailed Balance Sheet.
- (c) List of Payments.
- (d) Bank Reconciliation Statement.

Cllr Helyer raised questions as to whether all the expenses and income had been included, whether the zero number of debtors was correct and whether more money should be held in the Public Sector Account as this has a better rate of interest? The Chief Executive agreed to raise these points with the RFO.

Resolved: (Unanimously)

To accept the reports (a) to (d) as a correct record

053/24 POTENTIAL FIREWORK EVENT

Following concerns regarding the event in 2023, a review was conducted by the Council's Operations Manager. The review focussed on concerns regarding parking and safety.

The Operations Manager met with the Health and Safety Executive (HSE), emergency services and Somerset Council and subsequently the HSE have offered support if Council wish to run a similar event in 2024. The Emergency Services are similarly supportive and have confirmed that the first aid provision is above the recommended levels for an event of this size.

Parking was an issue last year and whilst illegal parking is a Police issue, in order to try to prevent those issues from arising, the team have begun approaching local businesses and organisations to see if they would be able to open up their car parks for the event. The car parks would be run by the landowners and could be used to raise funds for their charity or business. Two organisations have agreed to this so far and further approaches would be made by the working group to other suitable sites around the village, if the recommendations within the report are approved.

An ex Fire Service Chief has also volunteered to help the working group plan Emergency Red Routes to make sure areas are clear for emergency services and look at the possibility of closing certain roads for the duration of the event.

Resolved: (Unanimously)

1. Approve the Fireworks event to take place for 2024.
2. Reconvene the old Firework Events task group of Cllr Alan Potter, Cllr Paul Helyer and Louise Clark (with the addition of the Operations Manager, and other experts as required).
3. Nominate Cllr James Tresadern to the Events task group.
4. Authorise the virement of £383 from the general reserve to budget line 280-4433 for deposits to confirm bookings.
5. Authorise the creation of an earmarked reserve for Events.

054/24 CEMETERY REPORT

The Chief Executive explained that the Council had been approached by a former resident who currently owns the Exclusive Right of Burial for a plot in Martock Cemetery. The former resident would like to 'sell back' those rights as they wish to be buried where they currently reside.

The Chief Executive asked Council to consider amending the Martock Parish Burial Ground Rules And Regulations to include the option for the Council to repurchase plots where owners of an exclusive right of burial no longer wish to be buried in Martock. An administration fee of £100 would be deducted from

the refund amount to cover costs, as Cemetery administration is extremely time consuming and costly due to the legal requirements.

Resolved: (Unanimously)

To add the following amendment to the Martock Parish Burial Ground Rules And Regulations:

- a) The ownership of the Exclusive right can be transferred back to the Council. However, a refund can only be made up to the maximum sum of that previously paid for the exclusive rights. A Form of Renunciation will also need to be completed to legally transfer the rights back to the Council. If you wish to transfer the Grant of Exclusive Right of Burial please contact Martock Parish Council who will assist with this procedure and provide advice on the documentation required and the fees payable.

055/24 PERSONNEL COMMITTEE

Resolved: (By 10 votes to 0, with 1 abstention)

1. To agree the proposal to establish a Personnel Committee.
2. To agree the Terms of Reference for the Personnel Committee as set out in Appendix A of the report.

056/24 ANNUAL PARISH MEETING

Resolved: (By 8 votes to 0 with 3 abstentions)

To hold the Annual Parish meeting on 22nd May at 6.30pm, to be followed by the Annual Parish Council meeting.

057/24 COMMITTEES

Resolved: (Unanimously)

To note the Minutes of the Planning Committee held on 10th April 2024.

058//24 FORWARD PLAN

Resolved: (Unanimously)

To note the Full Council Forward Plan.

059/24 FORTHCOMING MEETINGS

- a. Planning Committee – Wednesday 8th May 2024 7.00pm
- b. Annual Parish Meeting – Wednesday 22nd May 6.30pm
- c. Annual Parish Council Meeting – Wednesday 22nd May, following the Annual Parish Meeting.

060/24 EXCLUSION OF PRESS AND PUBLIC

As the following item is expected to include the consideration of exempt information, it is proposed that, in accordance with Section 1 of Public Bodies (Admission to Meetings) Act 1960, the public be excluded during the discussion of the following matter, on the grounds that they involve the likely disclosure of exempt information, as defined in the respective paragraph of Section 1 of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

061/24 YOUTH PROVISION

Resolved: (Unanimously)

1. To approve the proposed timeline for procurement.
2. Delegate the sign off of the tender documents to the Youth Service task group.
3. To approve an extension of the current SLA to the end of August 2024, to ensure a continuation of service during the procurement process.

The meeting closed at 8.19pm.

Chair

Date