

**MINUTES**  
**WITHAM FRIARY PARISH COUNCIL MEETING**  
**HELD ON THURSDAY 10 MARCH 2016 AT 7.30 P.M. IN THE VILLAGE HALL**

<b>Present</b>	Roy Featherstone (Vice Chairman)	RF
	Colin Horstmann	CH
	Gregory Stevens	GS
	Richard Nickless	RN
<b>In attendance</b>	Anthea Brooks, Clerk	AB
	Richard Skidmore, District Councillor	RS
	Tom Hyde, Cricket Club Chairman	TH
	One member of the public	

**ACTIONS**

**1            EMERGENCY EVACUATION PROCEDURES**

1.1           Emergency exits and procedures were explained

**2            PUBLIC ACCESS**

2.1           Tom Hyde as Chairman of the Cricket Club spoke and made the following points

2.1.1        **Insurance/fixture list** – as a user of the field TH provided the council with a copy of the cricket club fixture list for 2016 and a copy of their current insurance policy.

2.1.2        **Grass cutting** – the contractor from last year did a good job and if any Councillors are meeting with the contractor for this year then TH would like to be present. A fixture list is provided so that the contractor is aware of match dates

2.1.3        **Cycle Track** – the cycle track was installed to accommodate the football pitch and is fairly tight to the edge of the field. Now that football has ceased the cricket club would like to realign the cycle track slightly so that it no longer interferes with the run up to the nets. Moving the track would not improve safety for cyclists during a cricket match although the Cricket Club does have public liability insurance to cover users on the field. The risk would be down to the parents rather than the cricket club when a match is in progress.

2.1.4        **Youth Fun Day** – the Cricket Club is keen to advance as more of a facility and village activity and encourage more young people to get involved. There is quite a lot of enthusiasm amongst the younger members and children in the village are quite keen. It is proposed to have a Youth Fun Day on 1 May and thereafter when there is a home fixture to allow the young people to play in the morning and the team to play in the afternoon.

2.1.5 **Resources** – the club is quite well resourced but hopes to make some capital equipment investment including a replacement roller. Over the last few years money has been invested in the wicket which is beginning to pay dividends. The Cricket Club would like to try and replace one of the wickets with some form of artificial surface which means that games can still go ahead even if the weather has been bad and this would also provide an additional facility for young players. The Head Groundsman at Kings, Bruton has helped the Club and has advised that a ‘D’ system would be the best option. The cost would be between £3,800 and £4,500. The Cricket Club have been trying to raise sufficient funds and would like to explore grant funding. They would welcome input from the Parish Council on their thoughts for future provision of facilities at the Recreation Field, for example an all-weather pitch which could be used for tennis, basketball or five a side and would be happy if the ‘D’ system could be considered within such an application. The Parish Council agreed to discuss this further at their next meeting

2.1.6 TH left the meeting

## 2.2 **DISTRICT COUNCILLORS REPORT**

2.2.1 RS as District Councillor gave an update of current Council matters. He stated that MDC are attempting to keep the Council Tax at a reasonable level although there will be an increase to cover, amongst other things, increased requests from the Somerset Rivers Authority and the police. MDC is working with five other councils sharing services such as IT, HR, land searches etc. Capita have the overall contract

2.2.2 CH enquired about the current status of the broadband project. There is very little information available from Connecting Devon and Somerset. RS agreed to see if he could find out what is going on and will inform the Clerk.

RS

2.2.3 RS left the meeting

## 3 **APOLOGIES FOR ABSENCE**

3.1 Apologies were received from Fred Nicholls (FN). In the absence of the Chairman, the Vice Chairman, Roy Featherstone (RF), took the chair.

## 4 **DECLARATIONS OF INTEREST AND DISPENSATIONS AND REQUESTS FOR RECORDING**

4.1 RF declared an interest in any discussions regarding the Village Hall. There were no other declarations of interest. It was noted that the meeting could be recorded if requested.

**5 MINUTES OF THE MEETING HELD ON 11 FEBRUARY 2016**

5.1 The minutes of the meeting held on 11 February 2016 were agreed as a true record and signed by the Vice Chairman.

**6 MATTERS ARISING FROM THE MINUTES OF 14 JANUARY 2016**

6.1 **Item 6.3 Bank Mandate** – RN to make sure his mandate is returned to the bank the new signatories can then be added. **RN**

6.2 **Item 12.2.2 and item 10.1 - Use of recreation field by outsiders and parking problems.** The Clerk will arrange a meeting with the local PCSO to either meet with RF/RN or to attend a meeting to discuss problems. **Clerk**

6.3 **Item 6.7 Grit Bins** – the Clerk will make a note for the early autumn to contact SCC about refilling/repairing these **Clerk**

6.4 **Item 7.5 – Council promotion** – RF reported that the publican is happy for the Parish Council to use a noticeboard in the 'pub. The Clerk will do a notice with names and contact details for posting on the noticeboard. **Clerk**

6.5 **Recreation Field Car Park – unauthorised parking** – a letter had been sent to the owner of the campervan who had removed the vehicle but had stated his disappointment at being asked to do so. RF agreed to speak with him **RF**

6.6 **Item 13.21.2 – Health & Safety policy** – RF will work on an update of the policy **RF**

**7 PLANNING – status of current applications**

7.1 **2016/0282/CLE Application for a lawful development certificate for an existing use of Beech Tree Stud Cottage as two separate dwellings at Beech Tree Stud Farm, Crosselm Road, Upton Noble, Shepton Mallet BA4 6QX**

7.1.1 No comment was made on this application

**8 FINANCE**

8.1 **Financial Statement** - The financial statement at 10.03.16 was agreed and signed.

8.2 **Grant for Mendip Community Transport** – it was proposed by GS, seconded by RF and agreed unanimously to give £50.

8.3 **Queen's 90<sup>th</sup> Birthday – Commemorative medals for schools and councils** – it was agreed not to take up this offer

8.4 The following cheques were signed

- **Clerk's Salary for the period ending 29.02.16** - £147.52
- **Play Inspection Co Ltd** – annual assessment of Playpatch and Recreation Field £150.00
- **SLCC** – half payment of annual subscription (shared with Leigh-on-Mendip) £51.50
- **SSE** – Recreation field lighting £0.40
- **Outdoor Play South West** – part payment of deposit for Playpatch installation £3000
- **Mendip Community Transport** – grant £50

## 9 DEFIBRILLATOR

9.1 RF had collected the cabinet and will contact the electrician about the installation. RF had met with Jim Rosser and the location had been agreed. It was agreed that the insurance cover should be checked. It was also noted that as soon as the installation is complete arrangements should be put in hand for some training from AED Locator. This could involve such organisations as the WI and the Cricket Club.

RF

## 10 VILLAGE HALL

10.1 The grant of £7,500 was briefly discussed and it was hoped that more consideration could be given to a suitable project for its use.

## 11 Witham Water

11.1 It was reported that consideration is being given to appointing an apprentice to work with the people who maintain the system. The Clerk was asked to write to Fowler Fortescue to see what their future plans are – ongoing. Ann Howard remarked that pressure had been quite low on a couple of occasions recently and will make a note of when this happens.

Clerk

## 12 LITTERPICK ARRANGEMENTS

12.1 A villager has offered to organise the annual litterpick. RF will speak to him.

RF

## 13 WITHAM FRIARY PARTICIPATION IN FROME FESTIVAL

13.1 RF reported that the History Society would be participating in the Frome Festival with a working group putting together a tour of the village including the Church and the Dovecote. The plan also involves a picnic in the grounds of the Seymour Arms and later tea and cakes in another garden in the village. RF will contact the Parish Council insurance company about adequate cover for this. There was unanimous agreement about this project.

RF

**14 RECREATION FIELD AND PLAYPATCH**

**14.1 Playpatch**

14.1.1 The formal Grant Funding Agreement between the Council and MDC was signed by RF and the Clerk. The Council's portion of the deposit had been paid and the remainder was awaited from MDC.

14.1.2 RF asked who would be undertaking the work to remove the slide. The Clerk will provide this information.

**14.2 Recreation Field**

14.2.1 It was noted that the goals on the football pitch owned by Richard Gould have been taken down although some of the residents/children have asked for them to be reinstated. It was agreed to discuss this further at the next meeting.

14.2.2 A discussion took place about whether the football club should be asked to produce a copy of their insurance as the Cricket Club had done earlier. It was agreed that the Clerk would draft a letter for consideration by the Council to Richard Gould and ask for a copy of their insurance policy and a proposed fixture list. It was also agreed to point out that any grass cutting must be done by the contractor employed by the Parish Council to undertake this. RN will supply contact details to the Clerk.

**RN/Clerk**

14.2.3 **Stones** – it was agreed that the limestones which have been used as a barrier between the car park and the field look good and it was agreed that the Clerk should write a letter of thanks to the provider. RN will provide the Clerk with contact details. RN will speak to Tom and Mike regarding the benches and organise where they will go. It necessary the stones can be repositioned to accommodate the benches.

**RN/Clerk**

**15 HIGHWAYS/ROW MAINTENANCE**

15.1 It was noted that various road resurfacing/maintenance has been carried out locally. .

15.2 It was noted that the surface is deteriorating near the 'T' junction between Dark Lane and Holt Road. The Clerk will report this

**Clerk**

**16 CORRESPONDENCE**

16.1 The Clerk had received the following correspondence

- SALC – Training for Councillors/Clerks – free event for Clerks on 13 April

- Parish Information Bulletin – parish information surgery – RF had attended
- SALC Smaller Authorities Audit Appointments – information regarding new audit arrangements starting 01.04.2017
- Notes from the meeting with Frome Town Council 23.02.16
- MDC – Built Environment Newsletter
- Fortnightly update from Frome Town Council
- Jim Rosser – details of stonework repairs to the village hall
- SCC – Information about Somerset Day – 11 May 2016
- Email from PCSO giving details of the area she covers
- Notes from Village Hall Committee
- MDC email re enforcement contact details
- MDC Neighbourhood Planning forum 12 April at 6.00 p.m.

## **17 MISCELLANEOUS AND FUTURE BUSINESS**

17.1 Sports Facilities

17.2 **River Frome** – a group has been established looking into the quality of the River Frome the source of which is in Witham Friary, monitoring points are being established in the village to assess the quality of the river.

## **18 DATE AND TIME OF NEXT MEETING**

18.1 The next meeting will take place on Thursday 14 April 2016 at 7.30 p.m. in the Village Hall