



## Misterton Parish Council

**Minutes of the Meeting of Misterton Parish Council held on Tuesday 13<sup>th</sup> May 2025 following the AGM in the Village Hall, Misterton**

**Present:**

Cllr Graham White (Chair), Cllr Leo Bacigalupo, Cllr Phil Clifton, Cllr Andy Callow, Cllr Viv Rowe, Cllr Abbie Rousell, Cllr Pete Marshall and Cllr Paul Bradly

**In attendance**

Jane Thicknesse (Clerk), County Councillor Steve Ashton

**Public Open Session**

There were no members of the public in attendance.

Item No		Action
25/08.	<p><b>Apologies for Absence</b> Cllr Paul Gillard, Mandy Childs (OME Representative), County Councillor Mike Best</p>	
25/09.	<p><b>Code of Conduct and Declarations of Interests</b> Declaration of Interest – Cllr Graham White – Minute 25/14.c</p>	
25/10.	<p><b>Minutes of the PC Meeting of 15<sup>th</sup> April 2025</b> The minutes of the PC meeting held on 15<sup>th</sup> April 2025 were resolved as a true and accurate record of the meeting. <b>Proposed: Cllr Leo Bacigalupo                      Seconded: Cllr Viv Rowe                      RESOLVED</b></p>	
25/11.	<p><b>Matters Arising from Minutes</b></p> <p><b>a. Cemetery</b> The park fencing is due to be installed asap.</p> <p><b>b. Streetlights in The Avenue</b> The Chairman reported that progress with resolving the issue continues.</p> <p><b>c. Hedge in Unity Lane</b> The quote for this work is still awaited.</p> <p><b>d. Defibrillator Pads and AED at Kingshay Barton</b> Cllr Clifton reported that the AED pads for the defibrillator at Sue’s Café were unavailable to be bought individually and had to be purchased in combination with a new battery. A new budget of £120 was requested. <b>Proposed: Cllr Paul Bradly                      Seconded: Cllr Leo Bacigalupo                      RESOLVED</b> *upon placing the order an additional £10 carriage charge was applied taking the total cost to £130.80. This additional expenditure was approved by Cllr White and Cllr Rowe* The AED at Kingshay Barton has not yet been moved to a more accessible location. A discussion took place about having two AEDs within 200m (at Crewkerne Station and Sue’s Café) and it was agreed (in principle) that when the AED at Misterton Garage comes to the end of its life, the one from Sue’s Café will be moved to this location.</p> <p><b>e. Sign for Unity Lane</b> Ongoing</p>	<p style="color: red;"><b>Cllr White</b></p> <p style="color: red;"><b>Cllr White</b></p> <p style="color: red;"><b>Clerk</b></p> <p style="color: red;"><b>Clerk</b></p> <p style="color: red;"><b>Clerk</b></p>

..... Chairman

<p>25/12.</p>	<p><b>Reports</b></p> <p><b>a. Report from County Councillors</b></p> <p>Cllr Ashton reported:</p> <ul style="list-style-type: none"> <li>• Taylor Wimpey have applied for planning permission for the access road to Wool Gardens from the A356. Cllr Ashton and Cllr Best will be attending the meeting to discuss as the current application is not the option which had previously been discussed and supported.</li> <li>• At the latest LNC Highways meeting a discussion about what certification was required for SID maintenance and minor verge clearing had been inconclusive. Subsequently Cllr Ashton contacted Lantra (who prescribe these requirements) and has been advised of a basic course that should cover these minor activities. He will be attending one shortly (cost approx. £200 + VAT) and will update the Council in due course.</li> <li>• Somerset Council Annual Meeting is due to take place imminently.</li> <li>• Highway drains can occasionally be archived from the records. If a drain is not cleared, the Clerk is to inform Cllr Ashton who may be able to get it re-instated on the system.</li> </ul> <p><b>b. Report from Chairman of the Parish Council and Recreation Ground Trust</b></p> <ul style="list-style-type: none"> <li>• Annual Village Meeting. County Councillor Heather Shearer (Lead for Children, Families and Education), Emma Grosvenor (Interim Head, Misterton Educational Learning Centre) and Richard Kennedy (Manager of Isle House, Unity Lane Care Home) and approximately 50 residents attended the meeting. Topics included the Educational Learning Centre, home in Unity Lane, parking and the increase of heavy traffic through the village. A request for regular updates about the Educational Learning Centre to be included in the Misterton Magazine had been subsequently approved by the Misterton Magazine committee.</li> <li>• Overgrown Footpaths Visibility at Misterton crossroads is currently limited due to the overgrown verges and the clearance of other footpaths is also overdue. Cllr Ashton agreed to check the Somerset Council schedule for the work.</li> <li>• Dog Waste A resident has recently reported an increase in dog waste around the back of Packers Way. It was agreed that signs reminding people to pick up should be put up in this area and also on all the entrances to the Recreation Ground.</li> <li>• Impaired visibility at the junction between Station Road and Monarch Way was highlighted by the recent crash. Double yellow lines either side of this junction have been approved by Somerset Council and are due for installation this financial year. The Clerk was requested to report the crash to Somerset Council Traffic Management and to enquire if a date had been set for the installation.</li> </ul> <p><b>c. Working Group Reports</b></p> <ul style="list-style-type: none"> <li>• <b>Finance Working Group (FWG)</b> <ul style="list-style-type: none"> <li>• A meeting of the FWG was held on 24 April 2025 to discuss the end of the 2024-25 financial year and the budget for 2025-26. The forecast for the</li> </ul> </li> </ul>	<p>Clerk</p> <p>Cllr Ashton</p> <p>Clerk</p> <p>Clerk</p>
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	<p>VAT refund for the 2025-26 budget had been over-estimated by £750 (due to VAT not being claimable on the new swing in the Children’s Play Area) but the FWG were optimistic that this would be compensated by other savings during the year.</p> <ul style="list-style-type: none"> <li>• <b>Community Infrastructure Levy</b> A sum of £470 had recently been received from the development at Mill Farm.</li> <li>• <b>Insurance Renewal</b> The premium for 2025-26 has only increased slightly and is less than budgeted. An offer from the insurance company to lock in to a three year long term agreement was discussed. Whilst the long term agreement does not fix the premium, it was felt that it would be the best mechanism for keeping insurance costs at, or near, current levels for 3 years and thus give more certainty when setting future budgets. <b>Proposed: Cllr Paul Bradly    Seconded: Cllr Abbie Rousell    RESOLVED</b></li> <li>• <b>Date of Bank Statements</b> To make accounting and reconciliation of accounts easier, the Clerk had requested that the dates of the bank statements was changed. <b>Proposed: Cllr Abbie Rousell    Seconded: Cllr Andy Callow    RESOLVED</b></li> <li>• <b>Cemetery Working Group (CWG)</b> <ul style="list-style-type: none"> <li>• The Chapel had recently been opened for VE Day.</li> <li>• The two trees in pots outside the Chapel doors have recently been replaced by pots containing rosemary plants.</li> </ul> </li> <li>• <b>Road Working Group (RWG)</b> <ul style="list-style-type: none"> <li>• A meeting had been held on 7 May 2025 to discuss next steps. Various actions were decided and the next meeting scheduled for 21 May 2025.</li> <li>• A discussion about protecting the most vulnerable (pedestrians, invalid carriages, horses and cyclists) took place and the Clerk was requested to contact Traffic Management to seek further information.</li> </ul> </li> <li>• <b>MRT</b> <ul style="list-style-type: none"> <li>• A meeting is due to be held soon at which a litter pick before the Village Hall 50<sup>th</sup> Celebrations will be discussed.</li> </ul> </li> </ul>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>MRT</p>
25/13.	<p><b>Misterton Learning Centre and Home in Unity Lane</b> Somerset Council’s lack of concern and inability to provide evidence of a risk assessment for Misterton residents before the home in Unity Lane and Educational Learning Centre were opened was discussed. Further work is to be done on this.</p>	Cllr Bradly
25/14.	<p><b>Planning including applications currently in circulation/determinations</b></p> <p><b>a. Applications handled since last meeting</b> None</p> <p><b>b. Determinations notified by SC since last meeting</b> None</p>	

	<p><b>c. New applications to be considered</b>  i. 25/00839FUL Demolition of existing agricultural building and erection of 1 No replacement dwelling (following grant of Prior Approval reference 22/03545/PAMB) and associated landscaping – Mill Farm, Mill Lane, Misterton TA18 7RZ - <b>SUPPORTED</b></p> <p><b>d. Tree Applications</b>  None</p> <p><b>e. Other Planning Matters</b>  None</p>	<b>Clerk</b>																																																																																																									
<b>25/15.</b>	<p><b>Finance</b>  <b>a. To agree invoices for payment, note regular payments, receipts and bank reconciliation</b></p> <p><b>Payments</b></p> <table border="1" data-bbox="220 646 1255 1094"> <thead> <tr> <th>Voucher</th> <th>Description</th> <th>Supplier</th> <th>Gross</th> <th>Total</th> </tr> </thead> <tbody> <tr><td>19</td><td>Cemetery Grass Cut</td><td>K M Dike</td><td>285.36</td><td></td></tr> <tr><td>22</td><td>Internal Audit</td><td>Richard Keylock</td><td>106.57</td><td></td></tr> <tr><td>14 &amp; 21</td><td>Cemetery Electricity</td><td>Eon Next</td><td>20.69</td><td></td></tr> <tr><td>10</td><td>Parish Mobile</td><td>Tesco Mobile</td><td>8.00</td><td></td></tr> <tr><td>17 &amp; 24</td><td>Bank Fees</td><td>HSBC</td><td>12.80</td><td></td></tr> <tr><td>20</td><td>Room Hire</td><td>Misterton VH</td><td>30.00</td><td></td></tr> <tr><td>18</td><td>Payroll Services</td><td>Cox and Co</td><td>24.00</td><td></td></tr> <tr><td>11</td><td>Postage</td><td>Jane Thicknesse</td><td>6.80</td><td></td></tr> <tr><td>12</td><td>Clerk's Salary</td><td>Jane Thicknesse</td><td>732.17</td><td></td></tr> <tr><td>13</td><td>PAYE</td><td>HMRC</td><td>248.29</td><td></td></tr> <tr> <td></td> <td></td> <td></td> <td><b>Total</b></td> <td><b>£1474.68</b></td> </tr> </tbody> </table> <p><b>Receipts</b></p> <table border="1" data-bbox="220 1163 1255 1497"> <thead> <tr> <th>Voucher</th> <th>Description</th> <th>Supplier</th> <th>Gross</th> <th>Total</th> </tr> </thead> <tbody> <tr><td>1 &amp; 3</td><td>Bank Interest</td><td>HSBC</td><td>76.86</td><td></td></tr> <tr><td>2</td><td>Cemetery Burial Fees</td><td>Wakely &amp; Sons Ltd</td><td>230.00</td><td></td></tr> <tr><td>4</td><td>Precept</td><td>Somerset Council</td><td>25,969.00</td><td></td></tr> <tr><td>5</td><td>Grazing Agreement</td><td>Simon Diaper</td><td>1.00</td><td></td></tr> <tr><td>6</td><td>Chapel Donations</td><td>Jane Thicknesse</td><td>31.78</td><td></td></tr> <tr><td>7</td><td>Defibrillator Training</td><td>Seaborough PC</td><td>25.00</td><td></td></tr> <tr><td>8</td><td>VAT Refund</td><td>HMRC</td><td>2229.46</td><td></td></tr> <tr> <td></td> <td></td> <td></td> <td><b>Total</b></td> <td><b>£28563.10</b></td> </tr> </tbody> </table> <p><b>Proposed: Cllr Rowe                      Seconded: Cllr Rousell                      RESOLVED</b></p>	Voucher	Description	Supplier	Gross	Total	19	Cemetery Grass Cut	K M Dike	285.36		22	Internal Audit	Richard Keylock	106.57		14 & 21	Cemetery Electricity	Eon Next	20.69		10	Parish Mobile	Tesco Mobile	8.00		17 & 24	Bank Fees	HSBC	12.80		20	Room Hire	Misterton VH	30.00		18	Payroll Services	Cox and Co	24.00		11	Postage	Jane Thicknesse	6.80		12	Clerk's Salary	Jane Thicknesse	732.17		13	PAYE	HMRC	248.29					<b>Total</b>	<b>£1474.68</b>	Voucher	Description	Supplier	Gross	Total	1 & 3	Bank Interest	HSBC	76.86		2	Cemetery Burial Fees	Wakely & Sons Ltd	230.00		4	Precept	Somerset Council	25,969.00		5	Grazing Agreement	Simon Diaper	1.00		6	Chapel Donations	Jane Thicknesse	31.78		7	Defibrillator Training	Seaborough PC	25.00		8	VAT Refund	HMRC	2229.46					<b>Total</b>	<b>£28563.10</b>	
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<b>25/16.</b>	<p><b>Any Other Business</b>  a. The A356 through South Perrott is due to be closed for up to 5 days, starting on 27 May 2025 to enable Wessex Internet to install fibre cabling.  b. To comply with regulations the Parish Council may need to have a role-based email account hosted on an authority owned domain eg clerk @ abcparishcouncil.org.uk. Regulations and costs involved are to be explored.</p>	<b>Clerk</b>																																																																																																									

..... Chairman

<b>25/17.</b>	<b>Next Meeting</b> Tuesday 10 <sup>th</sup> June 2025 at 6.30pm in the Village Hall (Back Room).	
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..... Chairman