

MUDFORD PARISH COUNCIL

Clerk: Julie Ferguson. Chilthorne Knapp, Chilthorne Domer, Yeovil, BA22 8QZ

Tel: 07783 475200

E-mail: clerk@mudfordpc.co.uk

Notice of the next Parish Council Meeting

Members of the Public and Press are invited to attend all Council Meetings
(Public Bodies (Admission to Meetings) Act 1960)

Dear Councillors,

You are hereby summoned to attend the following meeting:

Meeting of...	Mudford Parish Council
Time...	19:00hrs
Date...	Thursday 30 March 2023
Venue...	Mudford Village Hall

Councillors will be discussing all the items listed on the Agenda.

Yours faithfully

Julie Ferguson

Julie Ferguson
Parish Clerk
24 Mar 2023

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the office know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public. All recording and photography equipment should be taken away if a public meeting moves into a session which is not open to the public.

If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting. The Chairman has the power to control public recording and/or reporting so it does not disrupt the meeting. Recording must be clearly visible to anyone at the meeting.

MUDFORD PARISH COUNCIL

Clerk: Julie Ferguson. Chilthorne Knapp, Chilthorne Domer, Yeovil, BA22 8QZ

Tel: 07783 475200

E-mail: clerk@mudfordpc.co.uk

PUBLIC SESSION

Questions and comments are invited from members of the public (**limited to 15 minutes in total, each individual limited to 3 minutes**). As issues raised during the public session may not relate to items on the agenda, no resolution for action can be taken¹. A record of public participation shall not be included in the Minutes.

Reports from District and County Councillors

Short oral reports are invited from District and County Councillors, regarding matters affecting Mudford and the wider local community (if applicable to the local community)

AGENDA

- 22/135 To receive apologies for absence and to approve the reasons given (LGA 1972 s85(1))**
- 22/136 Declarations of interests. Council members to declare any interests, including any Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33 (b-e). (NB this does not preclude any later declarations).**
- 22/137 To approve and sign as a correct record the minutes of the previous meeting (LGA 1972 sch 12, para 41(1))**
- 22/138 Matters to report from a previous meeting**
- 22/139 Planning decisions report**
- 22/140 Planning applications – None.**
- 22/141 Finance – To approve the payment schedule for March 2023**
- 22/142 Finance – To approve the cashbook and bank reconciliation to 28 Feb 2023**
- 22/143 Finance – To approve the Asset Register**
- 22/144 Finance – To review and approve the 2023-24 Risk Management Scheme**
- 22/145 Finance – To consider the Insurance pre-renewal questionnaire**
- 22/146 Finance – To approve an application for a Mudford Parish Council credit card**
- 22/147 Finance – To approve a budget and plans for the Parish Coronation weekend events**
- 22/148 Finance – To consider and approve a quote for parish tree surgery work (single tree)**
- Quote 1 - £1550
 - Quote 2 - £450
 - Quote 3 - £900
- 22/149 To consider a Draft Cemetery Risk Assessment and appoint Cllr responsibility to update as required**

MUDFORD PARISH COUNCIL

Clerk: Julie Ferguson. Chilthorne Knapp, Chilthorne Domer, Yeovil, BA22 8QZ

Tel: 07783 475200

E-mail: clerk@mudfordpc.co.uk

- 22/150 To consider a Draft Recreation Ground Risk Assessment and appoint Cllr responsibility to update as required**
- 22/151 To appoint members to a Human Resources (HR) Committee and agree TORs**
- 22/152 To agree to attend Councillor training at the first opportunity, including Code of Conduct training**
- 22/153 To agree the terms for leasing the cemetery field to a local sheep farmer, for a period of not less than 5 years**
- 22/154 To discuss progress made by Hinton Weir Bridge Working Group (HWBWG) and agree any further actions**
- 22/155 To arrange to install the replacement rowing machine**
- 22/156 To receive Councillor reports¹**
- 22/157 To receive the Parish Clerk's report and correspondence**
- 22/158 Items for the next agenda**
- 22/159 Date of next meeting – 27th April 2023 (Cllrs to note – all agenda items to be notified to the Parish Clerk by Thursday 20th April)**
- 22/160 Exempt Session – Exclusion of the Press & Public**
The Council is recommended to resolve that under section 1, paragraph 2 of The Public Bodies (admission to meetings) Act 1960, the press and public be excluded from the meeting for the following items of business because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.
- 22/161 To consider an apology from Cllr Bartlett**
- 22/162 To remind Councillors of their duty to always comply with the Code of Conduct**
- 22/163 To note the Clerks resignation and consider measures to address reasons stated**

End of Agenda

¹ N.B Councils cannot lawfully decide items of business that is not specified in the summons/agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119).