

MUDFORD PARISH COUNCIL

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

Tel: 07783 475200

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Minutes of a Meeting of Mudford Parish Council held on Thursday 27th April 2023 at 19:00hrs

Present – Councillors (Cllrs): Peter Blackwood, Stephen Bartlett, Phil Edgeworth (Chair), Jo Dalton-Leggett, John Snell

In attendance: Julie Ferguson - Parish Clerk, 6 members of the public

i) Public Open Session

The following issues were raised and discussed:

- Thanks to all who attended the A359 meeting and a request was made for a Cllr to lead the group. Also a request for SID data to be downloaded routinely.
- Road markings by the cemetery needing repainting. Clerk agreed to report.
- Thanks to Cllr Bowring for the installation of the Defibrillator.
- Approx 49 Cemetery places remaining. PC need to consider the consecration of the Cemetery extension. Also to consider space for non-religious interments.
- Quotes need to be sought for all the trees needing work in the Parish.
- Arrangements for St Johns Ambulance to carry out Defibrillator/CPR training
- Request for assistance putting up bunting for Coronation weekend.
- Request for the record of the meeting to be produced by Cllr Bowring, from the residents of Green Close Farm.

ii) County Councillors Report

Cllr Lewis had sent his apologies.

19:20 – Meeting opened

23/7 To receive apologies for absence and to approve the reasons given (LGA 1972 s85(1))

Robin Bowring and David Brown had sent their apologies.

23/8 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)

None.

23/9 To approve and sign as a correct record the minutes of the previous meeting (LGA 1972 sch 12, para 41(1))

RESOLVED: The minutes of the meeting held on 30th March 2023 were approved & signed as a true and accurate record of the meeting held.

RESOLVED: The minutes (Confidential and Public) of the extraordinary meeting held on 5th April 2023 were approved and signed as a true and accurate record of the meeting held. The Clerks contract was updated, confidential minutes appended and signed.

23/10 Matters to report from a previous meeting

Cllr Bartlett presented two versions of the History booklet (hard and soft cover copies). Hard cover (£10-£12) and soft cover (£5). The clerk reminded Cllrs that the agreed budget was £1500.

Cllr Snell was obtaining quotes for the Cemetery paddock gates.

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Cllr Blackwood reported that the bus shelter installation was progressing and councillors agreed to speak to any affected neighbours to avoid any unwelcome surprises. The PC agreed that Cllr Blackwood should pursue any grant applications for the bus shelter.

Cllr Bartlett reported that the new gym equipment had been installed and the old machine removed.

All other outstanding actions were completed, ongoing or on the agenda.

23/11 Planning decisions report – 20/02567/FUL. Land OS 0011 Ashington Lane Limington Yeovil Somerset. The siting of a temporary agricultural workers dwelling (Retrospective). Application Permitted with Conditions.

Noted.

23/12 Planning applications – None.

23/13 Finance – To approve the payment schedule for April 2023

Mudford Parish Council April 23 Payment Schedule			
Invoice	Payee	Particulars	Amount
1	STAFF	SALARY & EXPENSES APR23	£890.82
2	J FERGUSON	REIMBURSE - STATIONARY & EXC RIGHT GRANTS	£168.44
3	MUDFORD VILLAGE HALL	CORONATION GRANT	£300.00
4	OGILVY & MORE	HAMPER	£150.00
5	LIGHTER LEAVES	TREE WORK IN REC GROUND	£1,550.00
6	K M DIKE NURSERIES	GROUND MAINTENANCE	£1,163.56
7	WESTCOUNTRY ELECTRICS	DEFIBRILLATOR INSTALLATION	£536.45
TOTAL			£4,759.27

RESOLVED: To approve all payments totalling £4,759.27 and for Cllr Blackwood and Bartlett to approve.

ACTION : Cllr Blackwood and Bartlett

23/14 Finance – To approve the cashbook and bank reconciliation to 31 Mar 2023

RESOLVED: It was unanimously agreed to approve the cashbook and bank reconciliation to the 31 Mar 2023

23/15 Finance – To note the 2023-24 budget (year start)

Noted.

23/16 Finance – To note receipt of the precept

The clerk reported that the precept had not been received at this time so this was deferred to the next meeting.

23/17 Finance – To consider opening a new bank saving account.

Cllr Brown had circulated a report and explained that the account needed to be dual signatory. It was agreed that this be deferred to a future meeting, when Cllr Brown would be present.

23/18 Finance – To consider the purchase and location of additional noticeboards in the parish.

Cllr Edgeworth requested the PC consider a triple noticeboard and explained the preferred location, at the top of the Recreation Ground. Cllr Edgeworth agreed to obtain quotes for the noticeboard to include installation, which would be on the next agenda for agreement.

ACTION: Cllr Edgeworth

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23/19 Finance – To consider a budget for work required in the Cemetery and on the Chapel

Cllr Snell had obtained one quote and was hopeful of 2 additional quotes by the next meeting.

ACTION: Cllr Snell

23/20 To consider employing the SC Ranger for 1 day a month to carry out maintenance around the parish

RESOLVED: To employ the SC Ranger for 1 day per month, with the potential for an additional day for the first couple of months and for the Cemetery caretaker to direct their work as required around the parish.

ACTION: Clerk

23/21 To approve the Cemetery Risk Assessment

This was ongoing and would be presented at the next meeting.

ACTION: Cllr Edgeworth

23/22 To approve the Recreation Ground Risk Assessment

This was ongoing and would be presented at the next meeting.

ACTION: Cllr Blackwood

23/23 To approve Exclusive Rights of Burial in the Cemetery

RESOLVED: To approve Exclusive Rights of Burial on plots B2/29, B2/30, B2/31 and D2/23.

23/24 To appoint members to a Human Resources (HR) Committee and agree TORs

RESOLVED: To appoint Cllrs Dalton-Leggett and Brown to the HR Committee and 2 additional members from the parish who have relevant skills and experience. It was agreed that the HR Committee would agree the TORs at their initial meeting and report back to full PC at the first available opportunity.

ACTION: Cllrs Dalton-Leggett and Brown

23/25 To discuss progress made by Hinton Weir Bridge Working Group (HWBWG) and agree any further actions

Cllr Blackwood presented Cllr Bowring's report which had only been received that afternoon therefore all councillors felt unprepared. After much discussion it was agreed that the bridge needed to be removed and quotes would be sought for approval at the next meeting. It was believed that this would be a costly and challenging process. Cllr Bartlett agreed that he was responsible for placing the bridge across the weir without PC agreement, therefore it was suggested that he might consider arranging for the removal of the bridge to save the PC incurring significant costs. Cllr Bartlett agreed to consider options for removal of the bridge and would report back at the next meeting with potential solutions.

ACTION: Cllr Bartlett

23/26 To receive Councillor reports¹

There were no further reports at this time.

23/27 To receive the Parish Clerk's report and correspondence

The following items of correspondence had been circulated by email:

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).

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- SALC Newsletters
- SWP briefings
- SSDC Member briefings
- Unitary briefings

23/28 Items for the next agenda

- To note receipt of the precept
- To consider quotes for a new noticeboard
- To consider a budget for work required in the Cemetery and on the Chapel
- To approve the Cemetery Risk Assessment
- To approve the Recreation Ground Risk Assessment

23/29 Date of next meeting – 25th May 2023

20:20 – Meeting closed