

MUDFORD PARISH COUNCIL

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

Tel: 07783 475200

E-mail: clerk@mudfordpc.co.uk

Minutes of a Meeting of Mudford Parish Council held on Thursday 24th November 2022 at 19:00hrs

Present – Councillors (Cllrs)

Stephen Bartlett, Peter Blackwood, Robin Bowring, David Brown, Jo Dalton-Leggett, Phil Edgeworth (Chair)

In attendance:

Julie Ferguson - Parish Clerk, County Cllr Henry Hobhouse

19:00 – Meeting opened

i) Public Open Session

There were no members of the public present, but Cllrs present discussed some topics not on the agenda.

ii) County & District Councillors Report

Cllr Hobhouse gave a verbal report and asked the Parish Council to give consideration to the message contained in the recent letter from the leader of Somerset County Council (SCC), Bill Revans, explaining the budgetary constraints and projected overspend that the County Council are expecting in the next financial year. Parish Councils were being asked to take these and other key issues into consideration when setting their budgets and submitting their precept requests in January 2023.

'We cannot be definitive at this stage about the impact of the Medium Term Financial Plan (MTFP) process, with the Chancellor's statement on government spending delayed yet again, and we don't yet know the outcome of the work to devolve assets and services to local communities. We believe, however, it is prudent for your organisation to consider how it can take steps to ensure it is financially resilient in the light of the new Somerset Council's profound budget challenges and difficult decisions that may need to be taken.' (extract from Letter to all City, Town and Parish Councils from the leader of Somerset County Council, Bill Revans – 1st November 2022)

22/77 To receive apologies for absence and to approve the reasons given (LGA 1972 s85(1))

Apologies were received and accepted from Cllr Snell.

22/78 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.

22/79 To approve and sign as a correct record the minutes of the previous meeting (LGA 1972 sch 12, para 41(1))

MUDFORD PARISH COUNCIL

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

Tel: 07783 475200

E-mail: clerk@mudfordpc.co.uk

RESOLVED: The minutes of the meeting held on 27th October 2022 were amended, approved & signed as a true and accurate record of the meeting held.

22/80 Matters to report from a previous meeting

Cllr Bartlett had obtained a quote for the tree work required in the parish. It was agreed that if the cost was similar to the previous quote agreed (from SSDC – still awaiting the work to be carried out despite further chasing by the clerk) then the contractor could be instructed.

ACTION: Parish Clerk

22/81 Planning decisions report

None.

22/82 Planning applications

None.

22/83 Finance – To approve the payment schedule for November 2022

| Mudford Parish Council November 22 Payment Schedule | | | |
|---|--------------|---------------------------|------------------|
| Invoice | Payee | Particulars | Amount |
| 1 | STAFF | SALARY | £1,086.92 |
| 1 | STAFF | EXPENSES & REIMBURSEMENTS | £255.29 |
| 2 | SALC | TRAINING | £15.00 |
| | | | |
| | TOTAL | Nov-22 | £1,357.21 |

RESOLVED: To approve all payments totalling £1357.21.

22/84 Finance – To approve the cashbook and bank reconciliation to 31 October 2022

RESOLVED: It was unanimously agreed to approve the cashbook and bank reconciliation to the 31 October 2022.

22/85 Finance – To note the year-to-date budget as of 31 October 2022

The budget summary to 31 October 2022 was presented and noted.

22/86 Finance – To approve the 2023-24 budget (draft)

All Cllr agreed to look carefully at the budget and provide comments or questions to the clerk with some urgency so that the final budget could be presented and agreed at the January 2023 meeting, as required to support the precept request, which would also need to be approved at the same meeting.

ACTION: All Cllrs

22/87 Finance – To approve the NALC National Salary Award 2022-23 terms and backdated pay

RESOLVED: To approve the NALC National Salary Award 2022-23 terms and backdated pay.

MUDFORD PARISH COUNCIL

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

Tel: 07783 475200

E-mail: clerk@mudfordpc.co.uk

22/88 Parish Council Matters – To appoint councillors roles and responsibilities

The following roles & responsibilities were agreed:

- Planning – Cllrs Blackwood & Snell
- Tree Warden – Cllr Bartlett
- Footpaths, RoW & Bridges – Cllr Bartlett
- Highways – Cllr Edgeworth
- Cemetery Liaison – Cllr Snell
- Playing Field & Equipment – Cllrs Blackwood & Edgeworth
- Defibrillator – Cllr Bowring
- Primrose Lane Development (FOMAG liaison) & Sock Hill – Cllr Bartlett
- Inspection rota – All Cllrs
- Speedwatch – Cllr Blackwood

22/89 Parish Council Matters – To adopt Councillor-Officer Protocol (NALC Civility and Respect Project)

RESOLVED: To adopt Councillor-Officer Protocol (NALC Civility and Respect Project).

22/90 Parish Council Matters – To agree to the Civility and Respect Pledge (NALC Civility and Respect Project)

It was understood that a number of conditions were required to qualify to take the pledge, which would be on a future agenda.

22/91 Parish Matters – To consider a letter relating to Mudford Cemetery paddock maintenance

The clerk had circulated a letter received by the current tenant of the paddock, giving notice of the tenancy. Cllr Bartlett gave an explanation of the situation with the piece of parish land and it was agreed that maintenance of the hedges would need to be carried out by the parish council from now on. The clerk was asked to contact the tenant to confirm the release from the tenancy.

ACTION: Parish Clerk

22/92 To receive Councillor reports¹

Cllr Dalton-Leggit reported that she had received a comprehensive handover from the Cllr previously responsible for the play equipment (no longer on the PC) the main points being:

- The play equipment is still covered by HAGS (manufacturer/supplier) guarantee
- Ongoing correspondence with HAGS in an attempt to secure some necessary repairs under guarantee
- Current situation from last annual inspection report identified all risks as low
- HAGS have agreed to collect and repair the rowing machine

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).

MUDFORD PARISH COUNCIL

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

Tel: 07783 475200

E-mail: clerk@mudfordpc.co.uk

- Exercise bike has been repaired with part supplied by HAGS
- Request PC approval to arrange for the removal of the table tennis table, as the most urgent task requiring attention. Agreed.

22/93 To receive the Parish Clerk's report and correspondence

The clerk asked the PC to consider the documents provided by members of the VH Committee pertaining to the ownership and responsibility of the VH car park, suggesting the PC owned the hall and car park. Cllr Bartlett explained that the reason for the PC being named as the proprietor at the Land Registry is due to the charitable status of the VH not allowing ownership of the hall or car park. However, it was agreed to obtain costs for extending the car park into the recreation ground to facilitate large functions at the VH in the future.

ACTION: Cllr Bartlett

The following items of correspondence had been circulated by email:

- SSDC members briefings
- SALC LGA webinars – Councillor safety and online safety for councillors
- Warm spaces questionnaire
- SALC health and wellbeing survey
- Covid 19 booster & flu vaccination programme
- St Margaret's Hospice newsletter
- Winter service snow ploughing local support/community resilience
- SWP briefings
- Somerset Bus Service – Bus service under threat
- Somerset Emergency Community contact
- SALC Rights of Way Legislation presentation
- CCS Community Buildings conference
- Letter from the Leader of Somerset County Council – Budget & precept

22/94 Items for the next agenda

- To approve the 2023-24 budget
- To approve the 2023-24 Precept request
- To consider work required on parish fingerposts
- To discuss the parish council website
- To consider installing a footpath around the Recreation Ground

22/95 Date of next meeting – 19th January 2022

21:00 – Meeting closed

End of Agenda