

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 30th March 2023 at 19:00hrs

Present – Councillors (Cllrs): Peter Blackwood, Robin Bowring, David Brown, Stephen Bartlett, Phil Edgeworth (Chair), John Snell

In attendance: Julie Ferguson - Parish Clerk, County Councillor Mike Lewis and 10 members of the public

i) Public Open Session

The following issues were raised and discussed:

- The owner of land adjoining the Hinton bridge and Weir spoke about her concerns with the bridge installation carried out by Cllr Bartlett during lockdown 2020 and the danger to the public, particularly children, seen jumping into the river from the bridge. She explained that they were in contact with SCC Rights of Way Officers and made a request to be kept informed of the Parish Council's plans regarding the bridge and Right of Way.

{Cllr Bartlett arrived at this time}

- Another owner of land adjoining the Hinton Bridge and Weir addressed the Parish Council informing that, after taking legal advice they themselves would not be liable for any accidents caused by the bridge and responsibility would fall to Cllr Bartlett's insurance, who installed the bridge, should any accident occur as a result of the bridge being in position across the weir. He believed that Cllr Bartlett had abused his position as a Parish Councillor and that his vindictive, bullying behaviour should be addressed and he should resign from the Parish Council.
- The clerk reported that no paperwork had been received by the Parish Council from Cllr Bartlett relating to the bridge or weir, in answer to a question from the landowner.

ii) County & District Councillors Report

County Cllr Lewis received a round of applause for choosing to attend and support Mudford PC rather than the final SSDC meeting being held that evening. Thanks were given to Cllr Lewis for his support.

19:12 – Meeting opened

22/135 To receive apologies for absence and to approve the reasons given (LGA 1972 s85(1))

None.

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)

Cllr Snell declared an interest in 22/141 as he had a payment due.

22/137 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 23rd February 2023 were approved & signed as a true and accurate record of the meeting held.

Chairman

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22/138 Matters to report from a previous meeting

Cllrs were waiting to hear back from the bank regarding the mandate status.
Cllr Blackwood reported that the bus shelter location was still being agreed.
All other outstanding actions were completed, ongoing or on the agenda.

22/139 Planning decisions report - 23/00245/FUL & 23/00246/LBC. 1 & 2 Hinton Farm Cottages, Mudford. Proposed extension and internal alterations to Number 1 & 2 Hinton Farm cottages. Approved.

22/140 Planning applications – None.

22/141 Finance – To approve the payment schedule for March 2023

Mudford Parish Council March 23 Payment Schedule			
Invoice	Payee	Particulars	Amount
1	STAFF	SALARY & EXPENSES MAR23	£771.22
2	J FERGUSON	REIMBURSE - EASYSPEACE (EMAIL ADDRESSES)	£201.60 REPORT
3	MUDFORD VILLAGE HALL	REIMBURSE - DEFIBRILLATOR & CABINET	£1,980.14 REPORT
4	ME, JWF & GE SNELL	REIMBURSE - HERAS FENCES, PADLOCKS, CHAINS & SIGNAGE	£354.91
	TOTAL	Mar-23	£3,307.87

RESOLVED: To approve all payments and Standing Order, totalling £3,307.87

22/142 Finance – To approve the cashbook and bank reconciliation to 28 Feb 2023

The clerk advised that the PC might need to consider an additional bank account when the precept is received, to keep a balance of less than £85K in any one bank to benefit from the protection offered by the Financial Services Compensation Scheme (FSCS). Cllr Brown offered to look into accounts offering good interest rates.

RESOLVED: It was unanimously agreed to approve the cashbook and bank reconciliation to the 28 February 2023.

ACTION: Cllr Brown

22/143 Finance – To approve the Asset Register

RESOLVED: To approve the Asset Register.

22/144 Finance – To review and approve the 2023-24 Risk Management Scheme

RESOLVED: To approve the 2023-24 Risk Management Scheme.

22/145 Finance – To consider the Insurance pre-renewal questionnaire

It was agreed that everything was in order and nothing further need to be notified to the broker.

22/146 Finance – To consider an application for a Mudford Parish Council credit card

RESOLVED: To approve the clerk's application for a Mudford Parish Council credit card.

ACTION: Parish Clerk

22/147 Finance – To approve a budget and plans for the Parish Coronation weekend events

Cllr Bowring suggested £300 as a budget to be provided as a grant to the Village Hall Committee towards their arrangements.

Cllr Bartlett had spoken with members of the VHC and had agreed to produce 300 booklets as a pictorial history of the Parish (one per household) at a cost of £5 per booklet.

RESOLVED: To approve a budget of £1800 for the Coronation weekend events

ACTION: Cllr Bowring and Bartlett

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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

RESOLVED: To approve Quote 1 - £1550 for parish tree surgery work.

ACTION: Cllr Edgeworth

22/149 To consider a Draft Cemetery Risk Assessment and appoint Cllr responsibility to update as required

Cllr Edgeworth agreed to work on the risk assessment with the Cemetery caretaker and bring back to the PC for approval at a future meeting.

ACTION: Cllr Edgeworth

22/150 To consider a Draft Recreation Ground Risk Assessment and appoint Cllr responsibility to update as required

Cllr Blackwood agreed to work on the risk assessment and bring back to the PC for approval at a future meeting.

ACTION: Cllr Blackwood

22/151 To appoint members to a Human Resources (HR) Committee and agree TORs

This item was deferred to a future meeting

22/152 To agree to attend Councillor training at the first opportunity, including Code of Conduct training

RESOLVED: All councillors agreed to attend training, including dedicated Code of Conduct training at the first opportunity.

ACTION: All Councillors

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

RESOLVED: To approve the letting of the cemetery field to a local sheep farmer for a period of not less than 5 years, for a peppercorn rent of £1 per year, with a condition that the hedges are kept in good order. The PC agreed a budget of £1500 to install gates and remove spoil from the field.

22/154 To discuss progress made by Hinton Weir Bridge Working Group (HWBWG) and agree any further actions

Cllr Bowring reported on a meeting held with SCC RoW representatives where options were discussed and the following points were made:

- Hinton weir is on the 'register' to have a bridge with high priority
- The highway (footpath) will remain open, but may be moved. The bridge remains closed.
- The PC had received various SCC proposals, but would like to meet with the landowners with interests before discussing further in public. It was decided to meet with those landowners the following week to discuss the 3 proposals made by SCC, but not the ownership of the weir, as that was not PC responsibility.

The meeting was agreed to be held the following week and County Cllr Lewis recommended that SCC representatives be informed of the outcome.

ACTION: Cllrs Snell, Bowring & Bartlett

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22/155 To arrange to install the replacement rowing machine

Cllr Bartlett agreed to place the rowing machine at the recreation field and a member of the public agreed to install the machine. The clerk was asked to check if HAGs wanted the old machine returned.

ACTION: Cllr Bartlett and Clerk

22/156 To receive Councillor reports¹

Cllr Bowring reported on the installation of the Defibrillator, which was ongoing but hopefully up and running before the next meeting. The VHC had agreed to arrange a resuscitation training session with St John's Ambulance, for which a donation would be made to the service.

Cllr Snell had spent some time with the cemetery caretaker looking at the work required on the trees and the Chapel roof. It was agreed that it could be discussed at the next meeting.

Cllr Dalton-Leggett passed on thanks to both Cllrs Lewis and Capozzoli for all of their efforts and support in the parish over the years. There was to be a presentation to Cllr Capozzoli and his wife at the Easter Café. Cllr Bartlett agreed to purchase a hamper on behalf of the Parish Council from the Red Barn Shop as a token of their appreciation.

ACTION: Cllrs Bowring & Bartlett

22/157 To receive the Parish Clerk's report and correspondence

The following items of correspondence had been circulated by email:

- SALC Newsletters
- SWP briefings
- SSDC Member briefings

22/158 Items for the next agenda

- To appoint members to a Human Resources Working Group (HRWG) and agree Terms of Reference (TORs)
- To consider work required in the Cemetery and on the Chapel
- To purchase additional noticeboards in the parish

22/159 Date of next meeting – 27th April 2023

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

RESOLVED: To NOT accept the apology from Cllr Bartlett (unanimous).

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

The clerk agreed to put her resignation on hold until an Extraordinary meeting could be held to mutually agree terms of continuing employment, at which time it may be reconsidered.

21:07 – Meeting closed

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).