

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 19th January 2023 at 19:00hrs

Present – Councillors (Cllrs): Peter Blackwood, Robin Bowring, David Brown, Jo Dalton-Leggett, Phil Edgeworth (Chair), John Snell

In attendance: Julie Ferguson - Parish Clerk, 2 members of the public

19:00 – Meeting opened

i) Public Open Session

The following issues were raised and discussed:

- Flooding in the parish, in particular Hinton and West Mudford.
- The current situation with the Up Mudford planning application.

ii) County & District Councillors Report

There were no councillors present.

22/96 To receive apologies for absence and to approve the reasons given (LGA 1972 s85(1))

None.

22/97 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.

22/98 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 24th November 2022 were approved & signed as a true and accurate record of the meeting held.

22/99 Matters to report from a previous meeting

The clerk reported that she had spoken to the tree surgeon suggested by Cllr Bartlett and he was providing a quote for the work required in the recreation ground and Cemetery.

22/100 Planning decisions report

22/01481/HOU – The Old Vicarage, West Mudford Road, Mudford. Erection of a single storey extension to dwelling. Approved. Noted.

22/101 Planning applications

None.

Chairman

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22/102 Finance – To approve the payment schedule for November 2022

Mudford Parish Council December 22 and January 23 Payment Schedule			
Invoice	Payee	Particulars	Amount
1	STAFF	SALARIES AND EXPENSES DEC22 (REPORT)	£877.41
2	SALC	TRAINING CLERK DEC22 (REPORT)	£285.00
3	STAFF	SALARIES AND EXPENSES JAN23	£771.22
4	K M DIKE NURSERIES	GROUND MAINTENANCE OCT-DEC 22	£1163.56
	TOTAL	DEC22 & JAN23	£3097.19

RESOLVED: To approve all payments totalling £3097.19.

22/103 Finance – To approve the cashbook and bank reconciliation to 31 Dec 22

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

22/104 Finance – To note the year-to-date budget as of 31 Dec 22

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

22/105 Finance – To approve the 2023-24 budget

RESOLVED: The 2023-24 budget was approved with a annual budget figure of £46,705.

MUDFORD PARISH COUNCIL 2023-24 BUDGET Budget Line	Agreed FY22-23 Budget
Cemetery (inc. ground maintenance)	£ 3,800.00
Recreation Ground (inc. ground maintenance)	£ 2,500.00
Play Area (Maintenance & Inspections)	£ 2,000.00
Staff Salaries	£ 9,500.00
Administration	£ 2,000.00
IT & Website	£ 500.00
Subscriptions (Inc, NALC,SALC)	£ 220.00
Insurances	£ 1,500.00
Training	£ 300.00
Audit Charges	£ 700.00
Grants S137	£ 1,000.00
Publications & Data Protection (GDPR) ICO	£ 35.00
Councillors Expenses	£ 100.00
*Parish projects RESERVES (remainder)	£ 5,000.00
*Legal Costs Up Mudford Challenge RESERVES	£ 10,000.00
Parish Projects & ring fenced reserves	
*General maintenance around parish RESERVES	£ 2,400.00
*Long term Chapel maintenance RESERVES	£ 2,000.00
*Long term Cemetery maintenance RESERVES	£ 1,000.00
*Computer replacement fund RESERVES	£ 150.00
*Play area long term replacement fund RESERVES	£ 1,000.00
*Cemetery land/consecration starter fund RESERVES	£ -
*Defibrillator project fund RESERVES	£ 500.00
*Highways & speed control projects RESERVES	£ 500.00
Total	£46,705.00

Chairman

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22/106 Finance – To approve the 2023-24 Precept request

RESOLVED: To approve the 2023-24 Precept request of £46,705.

22/107 Parish Council Matters – To report on the Parish Council website

Cllr Bowring gave a brief outline of his vision for the website, to become a source and destination for all village groups and activities. Funding and resource was discussed and it was agreed that it would be considered further at a future date, due to limited time availability at the current time.

ACTION: Cllr Bowring

22/108 Parish Matters – To consider installing a footpath around the recreation ground

It was agreed that the Parish Council would look into this and the proposed car park extension as both affect the recreation ground, in consultation with the village hall committee.

Cllr Edgeworth agreed to seek out quotes for the proposals in the first instance.

ACTION: Cllr Edgeworth

22/109 Parish Matters - To consider work required on parish fingerposts

Cllr Blackwood presented 3 quotes for the work required:

Quote 1: £2250 + VAT (aluminium fingers)

Quote 2: £2270 + VAT (aluminium fingers)

Quote 3: £4235 + VAT (cast iron fingers) subject to physical inspection

RESOLVED: To unanimously accept quote 3 at a cost of £4235 + VAT

ACTION: Parish Clerk

22/110 Parish Matters – To report on the Hinton Weir Bridge

The clerk reported on information received back from the insurance company and recommended that the bridge be removed from its current position over the weir until the correct paperwork and certificates could be provided by the manufacturer. Cllr Bowring agreed to speak with Cllr Bartlett to discuss how the bridge could be removed and stored with minimum cost for the foreseeable future.

RESOLVED: To remove the bridge from Hinton Weir as a matter of urgency.

ACTION: Cllrs Bowring and Bartlett

22/111 To receive Councillor reports¹

Cllr Bowring gave a comprehensive report on defibrillator units, cabinets, ancillary items and installation requirements. He also explained registration requirements and insurance. The clerk confirmed that it was not a condition of the insurance that the unit be in a locked cabinet. It was agreed that unit accessibility should be unrestricted due to the circumstances that individuals could find themselves in, in an emergency. Cllr Bowring detailed a number of different schemes and units, it was agreed that purchase, rather than hire represented better value for money and the unit should be as advanced and automatic as possible.

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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RESOLVED: To purchase a Zoll AMD3 defibrillator and cabinet, to be placed in the phone kiosk as soon as installation could be arranged.

ACTION: Cllr Bowring and Clerk

22/112 To receive the Parish Clerk's report and correspondence

The clerk as

The following items of correspondence had been circulated by email:

- SSDC members briefings
- SWP briefings
- Leveller Confidential subscription (No PC powers to spend)
- Traffic Regulation Order (TRO) for parking restrictions at Hill View/Camelot
- Local Community Network (LCN) briefings
- Letter from Chair of Rimpleton PC regarding LCNs
- Quarterly Play Area Inspection Report. No issues arising. Noted.
- Platinum Jubilee Fund for Village Halls
- Hinton Road flooding correspondence. Clerk to request a site visit.
- Parishioner letter asking for defibrillator to be installed in the parish. Clerk to respond.

22/113 Items for the next agenda

- To consider installing a bus shelter in the parish
- To discuss issues with vehicle obstructions at the top of Stone Lane
- To review the Cemetery Rules and Table of Fees
- To report on parish flooding (in councillor reports)
- To consider leasing the PC owned land to the rear of the Cemetery.

22/114 Date of next meeting – 23rd February 2023

21:55 – Meeting closed