

# MUDFORD PARISH COUNCIL

Clerk: Julie Ferguson

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## Minutes of a Meeting of Mudford Parish Council held on Thursday 29<sup>th</sup> June 2023 at 19:00hrs

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

**In attendance:** Julie Ferguson - Parish Clerk, 21 members of the public

### i) Public Open Session

### ii) County Councillors Report

There was no report.

### 19:35 – Meeting opened

#### 23/64 To receive apologies for absence and approve the reasons (LGA 1972 s85(1))

None.

#### 23/65 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 Bartlett declared a pecuniary interest in item 23/82.

#### 23/66 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 25<sup>th</sup> May 2023 were approved & signed as a true and accurate record of the meeting held.

#### 23/67 To report on the ownership of Hinton Weir from evidence supplied (HBWG)

Documentation had been provided from both of the landowners either side of the river and weir, allowing HBWG to be confident of the legal position regarding the ownership of the weir. A conveyance deed between one of the landowners and a third party providing a right to control the water level along with access for maintenance purposes was also provided.

#### 23/68 Matters to report from a previous meeting

- Progress towards removal of Hinton Weir bridge – It was agreed to proceed with removing the bridge (as RESOLVED at 22/110) with an intent to work towards a replacement as soon as possible. **ACTION: Clerk**
- Instructing the SC Ranger – chased and still waiting for a response. **ACTION: Clerk**
- Cemetery Risk Assessment – ongoing. **ACTION: Cllr Edgeworth**
- Bus Shelter – progressing. **ACTION: Cllr Blackwood**
- Footpath around recreation field – additional quotes being obtained. **ACTION: Cllr Edgeworth**
- Defibrillator for Hales Meadow – The clerk was asked to make the request. **ACTION: Clerk**

#### 23/69 Planning decisions report – 22/0185/FUL. Broadview Farm, Mudford Hill, BA21 5SP.

Demolition of an existing agricultural building with prior approval under Class Q and erection of replacement residential dwelling including the change of use of agricultural land to residential curtilage. Approved.

Noted.

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**23/70 Planning applications**– 23/01148/FUL. Green Farm Green Acres Lane Mudford Yeovil Somerset BA21 5TD. Demolition of existing agricultural buildings with prior approval to form 5 dwellings under Class Q, and the erection of 5 No. replacement residential dwellings plus the conversion of existing traditional range of agricultural buildings to form an additional 7 no. C3 dwellinghouses plus garaging and including the change of use of agricultural land to residential curtilages, totalling 12 no. dwellinghouses in total.

**RESOLVED:** To provide comments: Mudford Parish Council SUPPORT the application providing Somerset Highways are also in agreement, and would like to draw attention to previous planning applications recommendations generating additional traffic on Primrose Lane, in particular the Fire and Rescue viewpoint.

**ACTION: Clerk**

**23/71 Planning Consultation** – 23/01148/FUL. Green Farm Green Acres Lane Mudford Yeovil Somerset BA21 5TD. Consultation on potential leisure planning obligations.

**RESOLVED:** To provide comments: Mudford Parish Council would like to request funds towards a footpath around the perimeter of the Recreation Ground, current quotes suggest that the cost is going to be around £50K. They also are trying to assist Somerset County in keeping open a footpath that crosses Hinton Weir, used by many local walkers not just from Mudford, but also Yeovil, Yeovilton and many other local parishes. They decided that any funds awarded would be split 50/50 between these two projects.

**ACTION: Clerk**

**23/72 Planning Consultation** – 22/00695/OUT. Land Os 3400 Mudford Road Yeovil Somerset. Outline planning application with all matters reserved except for access, for the erection of up to 252 dwellings, public open space (including community orchard and village green), woodland planting, ecological buffers, sustainable drainage systems, a biodiverse wetland habitat and other ancillary works.

**RESOLVED:** to provide comments: Mudford Parish Council remain in OBJECTION to this application for the reasons stated in the original objection of the 5th July 2022, as there does not appear to be any changes relating to the aspects of the objection previously. These being primarily:

- Traffic and road scheme management, with a significant increase in traffic
- Sewage management concerns and water run-off exasperating flooding issues already experienced in the parish of Mudford
- Infrastructure inadequacies
- Visual impact
- Loss of valuable agricultural land

**ACTION: Clerk**

**23/73 To approve the Human Resources (HR) Committee Terms of Reference (ToRs)**

**RESOLVED:** To approve the HR Committee Terms of Reference

**23/74 To review and adopt the Dignity at Work/Bullying and Harassment Policy**

**RESOLVED:** To adopt the Dignity at Work/Bullying and Harassment Policy

**23/75 To review and adopt the Code of Conduct**

**RESOLVED:** To adopt the Code of Conduct

**23/76 To adopt a Complaints Policy**

**RESOLVED:** To adopt the Complaints Policy

**23/77 To adopt a Grievance Policy**

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**RESOLVED:** To adopt the Grievance Policy

## 23/78 To agree Councillor Roles and Responsibilities

The following roles and responsibilities were agreed:

- Planning – Cllrs Blackwood and Snell
- Tree Warden – Cllr Bartlett
- Footpaths, RoW and Bridges – Cllr Brown
- Highways – Cllr Edgeworth
- Cemetery Liaison – Cllr Edgeworth
- Playing field and equipment – Cllrs Blackwood and Edgeworth
- Defibrillator – Cllr Bowring
- Primrose Lane/FOMAG – Cllr Bartlett and Blackwood
- Speedwatch – Cllr Blackwood and Bowring

## 23/79 Finance – To approve the payment schedule for June 2023

Mudford Parish Council June 23 Payment Schedule			
Invoice	Payee	Particulars	Amount
1	STAFF	SALARY & EXPENSES JUNE23	£889.13
2	SALC	TRAINING	£65.00
3	P S SERVICES	CEMETERY MAINTENANCE OCT 22 - MAY 23	£147.40
	<b>TOTAL</b>		<b>£1,101.53</b>

**RESOLVED:** To approve the payment schedule for June 2023 totalling **£1101.53**

**ACTION:** Cllrs Blackwood and Bartlett

## 23/80 Finance – To note the 1st quarter 23-24 budget spend

MUDFORD PARISH COUNCIL 2023-24					
Receipts and Payments Summary for the year ending 31st March 2024					
	Last Year	This Year	Budget	Remaining	Remaining %
	2022-23	2023-24	2023-24	2023-24	2023-24
<b>RECEIPTS</b>					
Precept	£ 42,000.00	£ 46,705.00			
Deposit Interest	£ 108.98	£ -			
Cemetery Fees	£ 3,305.00	£ -			
Grants	£ -	£ -			
Grants - Other	£ 273.32	£ -			
VAT repayment	£ 1,178.67	£ -			
<b>TOTAL RECEIPTS</b>	<b>£ 46,865.97</b>	<b>£ 46,705.00</b>			
<b>PAYMENTS</b>					
Salaries	£ 9,481.76	£ 1,595.84	£ 9,500.00	£ 7,904.16	83%
Administration	£ 1,959.55	£ 234.64	£ 2,000.00	£ 1,765.36	88%
Rec Gnd Maint	£ 1,637.60	£ 969.63	£ 2,500.00	£ 1,530.37	61%
Cemetery	£ 2,769.40	£ -	£ 3,800.00	£ 3,800.00	100%
Computer & Website	£ 386.88	£ -	£ 500.00	£ 500.00	100%
Subscriptions	£ 255.19	£ -	£ 220.00	£ 220.00	100%
Insurances	£ 809.13	£ -	£ 1,500.00	£ 1,500.00	100%
Training	£ 385.00	£ -	£ 300.00	£ 300.00	100%
Audit Charges	£ 501.50	£ -	£ 700.00	£ 700.00	100%
Grants-S137	£ 330.00	£ 450.00	£ 1,000.00	£ 550.00	55%
Publications & Data Protection	£ 35.00	£ -	£ 35.00	£ 35.00	100%
Councillors Expenses	£ -	£ -	£ 100.00	£ 100.00	100%
Play Area	£ 312.00	£ -	£ 2,000.00	£ 2,000.00	100%
Parish Projects	£ 2,106.11	£ 2,292.80	£ 5,000.00	£ 2,707.20	54%
Legal Challenge	£ -	£ -	£ 10,000.00	£ 10,000.00	100%
VAT incurred	£ 1,541.90	£ 342.49			
Budget additions (To reserves)		£ -	£ 7,550.00	£ 7,550.00	
<b>TOTAL PAYMENTS</b>	<b>£ 22,511.02</b>	<b>£ 5,885.40</b>	<b>£ 46,705.00</b>	<b>£ 41,162.09</b>	

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## **23/81 Finance – To approve a quote for a new noticeboard**

**RESOLVED:** to approve a spend of £2020 + VAT for a noticeboard to be placed at Hales Meadow

**ACTION: Clerk**

## **23/82 Finance - select and approve a quote for the removal of Hinton Weir Bridge**

**Quote 1 - £1650.00 + VAT**

**Quote 2 - £2250 + VAT**

**Quote 3 - £750**

**RESOLVED:** To select Quote 3 with a timescale for removal of 2 weeks, at which time the provider of Quote 1 would be contacted to request removal before the end of the month of July 2023.

**ACTION: Clerk**

## **23/83 To receive Councillor reports**

Cllr Edgeworth reported that the Village Hall Committee were holding a mid-summer strawberry tea event on the 6<sup>th</sup> July and requested that the PC make a donation to the tombola prize.

**RESOLVED:** To donate £100 to the Village Hall Committee for a tombola prize

**ACTION: Clerk**

Cllr Bartlett reported that he had attended County Councillor Mike Lewis' funeral and it was suggested that the PC make a donation to Barnardos in his memory.

**RESOLVED:** To donate £50 to Barnardos in memory of County Councillor Mike Lewis

**ACTION: Clerk**

Cllr Snell reported that the sheep had taken up residency in the cemetery paddock and all work had been completed satisfactorily.

## **23/84 To receive the Parish Clerk's report and any correspondence**

The following items were reported:

- Reminder of the inaugural LCN Area 9 Yeovil launch meeting on Thurs 20<sup>th</sup> July @ 7pm
- Correspondence from County Highways with an update on the progress from the meeting to discuss flooding in the parish
- The clerk reported that the Precept had been received twice into the 2 different PC bank accounts. She had informed Somerset Council (who were not aware) and arranged for one of the payments to be returned.
- 2 letters of support for the retention of Hinton Weir bridge had been received.

## **23/85 Items for the next agenda**

- Grass cutting and tending of the cemetery grounds
- Defibrillator at Hales Meadow
- Bus Shelter selection

**23/86 Date of next meeting – 28 September 2023** (Cllrs to note – all agenda items to be notified to the Parish Clerk by Thursday 21 Sept 2023)

## **23/87 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.**

**23/88 To consider a formal complaint from a member of the public regarding comments made at a previous meeting by a parish councillor.**

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A response to be provided to the Somerset Council Monitoring Officer was agreed and a further apology to the complainant from the parish council was agreed.

**23/89 To approve an additional 15 hours for the clerk to support the investigation into the formal complaint.**

**RESOLVED:** To approve an additional 15 hours for the clerk to support the investigation into the complaint.

**21:40 – Meeting closed**