

MUDFORD PARISH COUNCIL

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

Tel: 07783 475200

E-mail: clerk@mudfordparishcouncil.gov.uk

Website: www.mudfordpc.co.uk

Minutes of a Meeting of Mudford Parish Council held on Thursday 30 September at 19:00hrs

Present – Councillors

Phil Sargent (Chairman), Mark Rowlands, Phil Edgeworth, John Snell

In attendance:

Julie Ferguson - Parish Clerk, Tony Capozzoli (District Councillor), Mike Lewis (County Councillor) & 1 member of the public

21/53 To receive any Apologies for Absence and to approve the reasons given.

Apologies received and accepted from Stephen Bartlett (work commitments) and Nick Lanigan (unwell).

21/54 Co-option of a Parish Councillor

RESOLVED: Mr Peter Blackwood was proposed, seconded and unanimously elected onto the Parish Council. He accepted the position and signed the Declaration of Acceptance of Office.

21/55 Declarations of interests.

None.

21/56 To approve and sign as a correct record the minutes of the previous meeting

RESOLVED: The minutes were approved as a true and accurate record of the meeting held.

Meeting Closed 19:15

Public Open Session to include County and District Councillors reports

Meeting Opened 19:30

21/57 Planning Decisions Report - 21/01450/HOU, The Old Vicarage, West Mudford Road, Removal of balcony element, roof design change and slight reduction in size of proposal. Approved. Noted.

21/58 Planning Applications. None.

21/59 Parish Council Matters – Village hall car park extension update

Councillor Sargent agreed to complete the SSDC planning pre-application advice form.

ACTION: Councillor Sargent

21/60 Finance - To approve the following BACS payments:

J Ferguson – Clerk’s salary and expenses	£560.98
HMRC – PAYE	£110.40
P S Services – Cemetery maintenance (July & Aug)	£219.00
Glasdon – Highways gateway	£4085.23

MUDFORD PARISH COUNCIL

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

Tel: 07783 475200

E-mail: clerk@mudfordparishcouncil.gov.uk

Website: www.mudfordpc.co.uk

Vision ICT – annual hosted email account fee	£21.60
Milborne Port Computers – Livedrive annual fee	£48.00
PKF Littlejohn – Audit fee	£360.00
Burrows-Hutchinson Ltd – Consultant fee (Primrose Lane)	£900.00
Figura – Consultant fee (Primrose Lane)	£2400.00
Richard Buxton Solicitors – Time (Primrose Lane)	£147.12
Somerset Landscapes – Cemetery footpath widening	£1184.22

RESOLVED: It was proposed and unanimously agreed for the payments presented to be approved.

21/61 Finance – To receive the external audit report

The external audit report was presented, with no matters giving cause for concern. The Parish Council were notified that the audit report, completed AGAR – AUDITED and the Notice of Conclusion of Audit had been posted on the website & Councillor Sargent thanked the clerk for her efforts towards passing the audit.

21/62 Finance – Request for grant from Yeovil Shopmobility

RESOLVED: It was proposed, seconded and unanimously agreed to grant a payment of £100 to Yeovil Shopmobility.

21/63 Finance – 2022-23 budget consideration requests

A request for a budget allocation of £10 000 had been received from FOMAG. It was agreed that all councillors would consider potential parish projects in preparation for draft budget agreement at the next meeting.

ACTION: All Councillors

21/64 Parish Matters – Request for footpath around the playing field

Councillor Sargent had received a request for the parish council to consider installing a footpath around the perimeter of the playing field. It was agreed to ask SSDC if any grants would be available to help with funding, before any decision could be made.

ACTION: Parish Clerk

21/65 Parish Matters – Quote for trees needing attention around the playing field

The clerk had received a quote from SSDC of £2841.95 to reduce the 2 boundary trees & remove all waste. The PC agreed the quote and Councillor Rowlands agreed to contact SSDC to finalise the quote and approve the tree work required, with some urgency.

RESOLVED: To instruct SSDC to carry out the required tree reduction work, as quoted.

ACTION: Councillor Rowlands

21/66 Parish Matters – Village hall fire safety improvement recommendations

The Village Hall committee had forwarded some recommendations from a recent fire safety review. It had become apparent that guard rails needed to be fitted outside the fire exits, preventing the public from inadvertently going on the busy road in the event of an evacuation. The clerk agreed to contact Somerset Highways to progress this issue.

ACTION: Parish Clerk

21/67 Parish Matters – Somerset Bus Partnership correspondence

MUDFORD PARISH COUNCIL

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

Tel: 07783 475200

E-mail: clerk@mudfordparishcouncil.gov.uk

Website: www.mudfordpc.co.uk

Lots of correspondence had been received looking at the requirements and potential loss of some bus services across South Somerset & Councillor Blackwood agreed to look into it and respond on behalf of the Parish Council where required.

21/68 Parish Matters – Playing field risk assessment & maintenance requirements

Councillor Sargent summarised the finding of the latest annual report from the Play Inspection Company, with concerns that if some of the issues were left unattended to, the equipment would soon become unusable. Councillor Snell suggested that a working party meet at the playing field to look at the issues and report back at a future meeting.

ACTION: Councillors Sargent, Rowlands, Snell & Edgeworth

21/69 Cemetery – To agree Exclusive Rights of Burial in plot T66 for Mr & Mrs Cavalier

RESOLVED: It was agreed to grant Exclusive Rights of Burial in plot T66 for Mr & Mrs Cavalier.

21/70 Cemetery - To agree Exclusive Rights of Burial in plot E17 for Mr & Mrs Bantock

RESOLVED: It was agreed to grant Exclusive Rights of Burial in plot E17 for Mr & Mrs Bantock.

21/71 Cemetery - To consider closing the Cemetery to non-Mudford residents

Councillor Sargent provided information on the number of interments carried out in the Cemetery since April 2020 and funds that had been received from residents & non-residents. After much discussion, it was agreed that Councillor Rowlands and Councillor Blackwood would propose amendments to the current agreement for approval at a future Parish Council meeting.

ACTION: Councillors Rowlands & Blackwood

21/72 Cemetery - To review Mudford Cemetery charges

Councillor Sargent briefed all Councillors on the current charges and made suggestions as to new charges to reflect the true worth and potential demand for plots in the cemetery. Councillor Snell advised on the business case for raising funds for a potential Cemetery extension to meet that future demand. It was agreed that Councillor Rowlands and Councillor Sargent would look at charges in other Cemeteries and bring the new Table of Fees, Payments and Sums to the next meeting for approval.

RESOLVED: It was unanimously agreed that all Cemetery charges from that point onwards would be subject to the new Table of Fees, Payments and Sums and the clerk was to inform any new applications that fees would be advised when agreed.

ACTION: Councillors Sargent & Rowlands

21/73 Date of next meeting – 28th October 2021

21:40 – Meeting closed