

MUDFORD PARISH COUNCIL

Clerk: Julie Ferguson

Tel: 07365 293954 E-mail: clerk@mudfordpc.co.uk

Minutes of a Meeting of Mudford Parish Council held on Thursday 30th November 2023 at 19:00hrs

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

In attendance: Julie Ferguson - Parish Clerk, SClr Henry Hobhouse and 4 members of the public.

PUBLIC COMMENTS (15 minutes)

The following topics were raised:

- Question relating to how to remove the parish council with a vote of no confidence.
- Concern over a number of cars being parked on the pavement.
- Concern regarding a car repair business being operated from the roadside, resulting in oil spillage and pedestrian obstructions.

OUTSIDE REPORTS FROM REPRESENTATIVES

- Somerset Councillors (SCllrs)

SCllr Hobhouse reported on measures to monitor flooding on local rivers and answered questions relating to the recent letter from Bill Revans regarding Asset & Service Devolution.

- Outside bodies/groups

A recent Mudford VH Chairmans report was circulated to all Cllrs and thanks were passed on for the recent grant awarded by the PC.

19:27 – Meeting started

23/132 To receive apologies for absence and approve the reasons (LGA 1972 s85(1)).

Cllr Dalton-Leggett had sent her apologies as she had a work commitment.

23/133 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 had a payment due.

23/134 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 26th October 2023 were approved & signed as a true and accurate record of the meeting held.

23/135 Matters to report from a previous meeting.

- a. Cemetery Risk Assessment – ongoing. **ACTION: Cllr Edgeworth**
- b. Footpath around recreation field – it was agreed to defer this item until it could be funded.
- c. Bus shelter installation progress – ongoing. **ACTION: Cllr Blackwood**
- d. Storage of bridge and sale of Heras Fences – ongoing. **ACTION: Cllrs Bowring & Edgeworth**
- e. To instruct willow pollarding as per the agreed quote – Complete.
- f. New noticeboard delivery and installation – delivered ready for installation. **ACTION: Cllr Brown to speak to Cllr Snell.**
- g. To agree storage of the PC filing cabinet and docs at the VH – Complete.
- h. All Cllrs to attend Code of Conduct Training – Cllrs Brown, Dalton-Leggett and Blackwood were attending the next session. **ACTION: Cllrs Bowring, Edgeworth and Snell to complete training**

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23/136 Planning decisions report.

23/02774/P3MA. Mudford Stores Main Street Mudford Yeovil Somerset BA21 5TE. Prior approval for proposed Change of use from commercial, business and Service use (Class E) to create a dwelling (Class C3). Approved.

Noted.

23/137 Planning applications – 23/02382/HOU. 45 Primrose Lane Mudford Yeovil Somerset BA21 5SH. Erection of single storey rear extension to dwelling.

RESOLVED: to SUPPORT the application.

23/138 Finance - To **NOTE** the NJC 23/24 local government pay agreement has been finalised and NALC issued full details of the pay agreement on the 6 Nov 23, with the directive for councils to pay the new rates and back pay with immediate effect. Back pay and new rate have been implemented.

Noted.

23/139 Finance – To **APPROVE** the payment schedule for November 2023.

Mudford Parish Council November 23 Payment Schedule			
Invoice	Payee	Particulars	Amount
1	STAFF	SALARY & EXPENSES NOV 23	£1,365.92
2	SOMERSET COUNCIL	RANGER (OCT)	£211.26
3	STUDIO 6	MUDFORD HISTORICAL BOOKLETS	£1,153.00
4	S BARTLETT	REIMBURSE STATIONARY	£33.89
5	LONDON HEARTS	DEFIBRILLATOR MATCH FUNDING	£750.00
	TOTAL		£3,514.07

RESOLVED: To APPROVE the November payment schedule and for 2 councillors to approve the payments at the bank.

ACTION: Cllrs Bartlett and Blackwood

23/140 Finance – To **APPROVE** the cashbook/bank reconciliation to 31 Oct 2023.

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MUDFORD PARISH COUNCIL 2023-24						
Receipts and Payments Summary for the year ending 31st March 2024						
	Last Year	This Year	Budget	Remaining	Remaining %	Variance
	2022-23	2023-24	2023-24	2023-24	2023-24	between yrs
RECEIPTS						
Precept	£ 42,000.00	£ 46,705.00				£ 4,705.00
Deposit Interest	£ 108.98	£ 82.14				-£ 26.84
Cemetery Fees	£ 3,305.00	£ 3,730.00				£ 425.00
Grants	£ -	£ -				£ -
Grants - Other	£ 273.32	£ -				-£ 273.32
VAT repayment	£ 1,178.67	£ -				-£ 1,178.67
TOTAL RECEIPTS	£ 46,865.97	£ 50,517.14				£ 3,651.17
PAYMENTS						
Salaries	£ 9,481.76	£ 6,005.63	£ 9,500.00	£ 3,494.37	37%	-£ 3,476.13
Administration	£ 1,959.55	£ 904.44	£ 2,000.00	£ 1,095.56	55%	-£ 1,055.11
Rec Gnd Maint	£ 1,637.60	£ 1,981.97	£ 2,500.00	£ 518.03	21%	£ 344.37
Cemetery	£ 2,769.40	£ 237.40	£ 3,800.00	£ 3,562.60	94%	-£ 2,532.00
Computer & Website	£ 386.88	£ -	£ 500.00	£ 500.00	100%	-£ 386.88
Subscriptions	£ 255.19	£ -	£ 220.00	£ 220.00	100%	-£ 255.19
Insurances	£ 809.13	£ 831.83	£ 1,500.00	£ 668.17	45%	£ 22.70
Training	£ 385.00	£ 65.00	£ 300.00	£ 235.00	78%	-£ 320.00
Audit Charges	£ 501.50	£ 444.50	£ 700.00	£ 255.50	37%	-£ 57.00
Grants-S137	£ 330.00	£ 600.00	£ 1,000.00	£ 400.00	40%	£ 270.00
Publications & Data Protection	£ 35.00	£ -	£ 35.00	£ 35.00	100%	-£ 35.00
Councillors Expenses	£ -	£ -	£ 100.00	£ 100.00	100%	£ -
Play Area	£ 312.00	£ 120.00	£ 2,000.00	£ 1,880.00	94%	-£ 192.00
Parish Projects	£ 2,106.11	£ 10,401.53	£ 5,000.00	-£ 5,401.53	-108%	£ 8,295.42
Legal Challenge	£ -	£ 1,500.00	£ 10,000.00	£ 8,500.00	85%	£ 1,500.00
VAT incurred	£ 1,541.90	£ 2,558.30				£ 1,016.40
Budget additions (To reserves)		£ -	£ 7,550.00	£ 7,550.00		
TOTAL PAYMENTS	£ 22,511.02	£ 25,650.60	£ 46,705.00	£ 23,612.70		
Exc of Recpt over Paymts	£ 24,354.95	£ 24,866.54				
plus balances b/fwd	£ 64,775.49	£ 89,130.44				
Balances c/fwd	£ 89,130.44	£ 113,996.98				
Reconciliation with bank accounts as at 31 OCT 23						
Unity Trust Current Account	£ 8,965.58					
Unity Trust Savings Account	£ 105,000.00					
NatWest Account	£ 31.40					
Less Outstanding payments						
Add Outstanding lodgements	£ -					
Total balances at bank	£ 113,996.98					

RESOLVED: To approve the cashbook and bank reconciliation to 31 October 2023

23/141 Cemetery – To APPROVE the purchase of Exclusive Rights of Burial for ashes plot T15 and 48.

RESOLVED: To **APPROVE** the purchase of Exclusive Rights of Burial for ashes plot T15 and T48.

23/142 To discuss the current website and agree recommendations for improvements.

It was agreed that the only issue with the website at this time was some broken links and Cllr Bowring had a contact who could work with the clerk to provide the administrative support that was required to resolve the problems.

ACTION: Cllr Bowring and Clerk

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23/143 To consider a response to correspondence from Somerset Council regarding Asset and Service Devolution.

It was agreed that no response to the letter would be provided at this time.

23/144 To consider a response to correspondence from SALC Chairman, Dave Mitton, asking 'How can SALC better serve your council?'

It was agreed that SALC was not considered value for money and that they were generally slow to provide any meaningful responses when contacted for advice.

23/145 To receive Councillor reports¹.

Cllr Edgeworth reported that a recent emergency necessitating the defibrillator had occurred in the parish, but the location of the unit was too far for it to be useful. It was hoped that the additional unit could resolve any future issues of that nature.

Cllr Bowring was pleased to report that, despite the unit not being collected, contact with the emergency services, then 'The Circuit' had worked well, should it be required in the future.

Cllr Bartlett reported that the Mudford History Booklets had been delivered, with help from Cllr Brown and they had been well received. He had attended Remembrance Ceremony on behalf of the PC and laid the wreath. An update on the Primrose Lane Development was heard and a Landscape report had been circulated to all Cllrs.

Further discussion was had regarding additional Public Comment Sessions, with a number of arrangements suggested.

23/146 To receive the Parish Clerk's report and any correspondence.

The clerk requested that a £10000 balance was maintained in the current account as difficulties had been encountered by Cllr Bartlett when trying to authorise the transfer and payments due to the order in which they were actioned. The PC agreed this as a policy.

The clerk reported that a match funded grant of £750 for a defibrillator unit had been successful from London Hearts. The PC agreed to take the offer forward providing a suitable location could be agreed (that being Milton House) and approve the payment of £750 to London Hearts for the unit and cabinet. (payment added at 22/139).

23/147 Items for the next agenda.

- To approve the 2024-25 budget
- To approve the 2024-25 Precept request
- To report the meeting dates for 2024
- To discuss parish flood management (EA and SRA representatives possibly in attendance)

23/148 Date of next meeting – 25 January 2024 (Cllrs to note – all agenda items to be notified to the Parish Clerk by Monday 15 Jan 2024).

21:06 – Meeting ended

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).*