

# MUDFORD PARISH COUNCIL

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

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## Minutes of a Meeting of Mudford Parish Council held on Thursday 19<sup>th</sup> May 2022 at 19:00hrs

**Present** – Councillors (Cllrs)

Phil Edgeworth, Peter Blackwood, Nick Lanigan, John Snell

**In attendance:**

Julie Ferguson - Parish Clerk, County Cllr Mike Lewis & 10 members of the public

**19:00 – Meeting opened**

**22/21 To elect a chair**

**RESOLVED:** Cllr Edgeworth was proposed, seconded and duly elected as Chair.

**22/22 To elect a vice-chair**

**RESOLVED:** Cllr Blackwood was proposed, seconded and duly elected as Vice-Chair.

**19:05 – Meeting closed**

**i) Public Open Session**

A member of the public asked when the Highways gates would be in place, Mr Sargent explained that he would continue to work with county Highways to see the project to completion, which was promised to be by the end of this financial year (March 2023). Thanks were passed to Cllr Lanigan for all of his efforts towards making the Telephone Box look fabulous.

**ii) County & District Councillors Reports**

Cllr Lewis reported that Somerset County Council was in a transition period to a unitary authority (Somerset Council) and that district Cllrs would continue in their role until April 2023. He further reported that there remained 2 key issues that were considered challenging: Highways & Planning.

**19:15 – Meeting opened**

**22/23 To receive apologies for absence and to approve the reasons given**

Apologies received and accepted from District Cllr Tony Capozzoli and County Cllr Henry Hobhouse.

**22/24 Declarations of interests**

Cllr Snell declared an interest in agenda item 9a (22/31), as the applicant.

**22/25 To approve and sign as a correct record the minutes of the previous meeting**

**RESOLVED:** The minutes of the meeting held on 28<sup>th</sup> April 2022 were approved & signed as a true and accurate record of the meeting held.

**22/26 Matters to reports from the previous meeting**

The clerk reported that the switch to Unity Trust Bank was progressing.

**22/27 Co-option of members onto the parish council**

There was no one to co-opt at this time.

**22/28 Planning decisions report**

None.

**22/29 Planning applications – 22/00695/OUT. Land Os 3400 Mudford Road. 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.**

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Chairman

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Cllr Blackwood had arranged a site meeting for parish, district & county Cllrs to attend on 24<sup>th</sup> May. The clerk had arranged for an extension to the application to allow comments to be passed back to SSDC after the next PC meeting on 30<sup>th</sup> June 2022, therefore this item was deferred to the next meeting where a response would be agreed.

**22/30 Planning applications – 22/01047/FUL. 2 & 3 Hill View, Main Street, Mudford.**

**Formation of vehicular access and parking and turning area.**

**RESOLVED:** It was unanimously agreed to SUPPORT the application.

**22/31 Planning applications – 22/01030/FUL. The Trough Farmshop and Café, Stone Lane.**

**Proposed single storey extension.**

**RESOLVED:** It was unanimously agreed to SUPPORT the application.

**22/32 Parish Council Matters – To adopt the Standing Orders**

**RESOLVED:** It was unanimously agreed to adopt the Standing Orders.

**22/33 Parish Council Matters – To adopt the Code of Conduct**

**RESOLVED:** It was unanimously agreed to adopt the Code of Conduct.

**22/34 Parish Council Matters – To agree the Asset Register**

**RESOLVED:** It was unanimously agreed to approve the asset register.

**22/35 Parish Council Matters – To appoint councillor responsibilities**

The following roles & responsibilities were agreed:

- Planning – Cllrs Blackwood, Lanigan & Snell
- Tree Warden – Cllr Bartlett (to be agreed)
- Footpaths, RoW & Bridges – Vacant
- Highways – Cllr Edgeworth
- Cemetery Liaison – Cllr Snell
- Playing Field & Equipment – Cllrs Blackwood & Edgeworth
- Defibrillator – Cllr Lanigan
- Primrose Lane Development/FOMAG – Cllr Bartlett (to be agreed)
- Inspection rota – All Cllrs (Parish Clerk to organise)
- Speedwatch – Cllrs Blackwood & Lanigan

**22/36 Parish Council Matters – To agree future meeting dates**

The following dates for PC meetings were agreed:

- 30<sup>th</sup> June 2022
- 28<sup>th</sup> July 2022
- NO MEETING IN AUGUST
- 29<sup>th</sup> September 2022
- 27<sup>th</sup> October 2022
- 24<sup>th</sup> November 2022
- NO MEETING IN DECEMBER
- 26<sup>th</sup> January 2023
- 23<sup>rd</sup> February 2023
- 30<sup>th</sup> March 2023
- 27<sup>th</sup> April 2023

**22/37 Parish Council Matters – To agree that members not present can sign the Declaration of Acceptance of Office before the next Parish Council meeting**

**RESOLVED:** It was unanimously agreed that members present can sign the Declaration of Acceptance of Office before the next parish council meeting.

**22/38 Finance – To approve the insurance renewal quote**

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Chairman

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**RESOLVED:** It was unanimously agreed to accept the renewal quote and to take a 3 year Long Term Agreement.

**22/39 Finance – To approve the following payments:**

<b>Clerk's gross salary and expenses</b>	<b>£772.30</b>
<b>Pinnacle Accountancy Services – Payroll &amp; yr end</b>	<b>£92.40</b>
<b>N Lanigan – telephone box repairs</b>	<b>£234.73</b>
<b>Hiscox – PC Insurance</b>	<b>£809.13</b>

**RESOLVED:** It was unanimously agreed to approve all payments.

**22/40 Finance – To approve the cashbook and bank reconciliation**

**RESOLVED:** It was unanimously agreed to approve the cashbook and bank reconciliation to the 13<sup>th</sup> May 2022.

**22/41 Finance – To adopt the Financial Regulations**

**RESOLVED:** It was unanimously agreed to adopt the Financial Regulations.

**22/42 Finance – To agree to purchase new parish noticeboards**

**RESOLVED:** It was agreed to purchase an aluminium noticeboard at a cost of £750 + VAT and to erect it on the land at the back of the village hall car park.

**ACTION: Parish Clerk**

**22/43 Clerks report & correspondence**

There was nothing to report at this time.

**22/44 Highways, Footpaths & Rights of Way Matters**

Cllr Blackwood asked if Cllr Edgeworth could request that a low hanging communication cable between 2 bungalows at Hales Meadow be reported to ABRI as it was a potential hazard to pedestrians.

**ACTION: Cllr Edgeworth**

**22/45 Date of next meeting – 30th June 2022**

**20:10 – Meeting closed**