

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 28th September 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, Somerset Councillor (SCllr) Henry Hobhouse, SCllr Kevin Messenger and 30 members of the public (part-time).

i) Public Open Session

Rachel Pearce (SC Right of Way – Bridges Officer) presented the current situation with the bridge and crossing over Hinton Weir, the main points being:

- Due to amount of work required on the current PC owned bridge (shot blasting, galvanising, deck replacement, lengthening, reconfiguration of handrails, widening) it was considered that this bridge would be unsuitable for future use on a public right of way by Somerset Council.
- The foundation points that any future bridge would sit at the weir crossing location are concerning, being potentially too shallow for this purpose.
- The weir would require a full structural survey, which could not be paid for by SC and would likely be very expensive. SC would be looking to the community/PC to fund this but emphasised the importance for the instructing body to liaise with SC engineers, ensuring any survey commissioned would be acceptable to SC to accept this as a crossing point.
- For all of these reasons stated, the PC owned bridge and weir crossing point was now not the best solution.
- Preferred option at this time is an alternative crossing point, agreed in consultation with the landowners on either side of the river and SC would be seeking to secure that agreement within the next few weeks.
- The importance of the Parish Council, Somerset Council and the landowners working together was paramount if any future crossing was to be installed and the public right of way across the river re-opened.

ii) County Councillors Report

SCllr Hobhouse reported on Somerset Council Finances and the situation with water companies discharging raw sewage into rivers and phosphate mitigation schemes. SCllr Messenger introduced himself and would be in attendance at future meetings.

20:15 – Meeting opened

23/90 To receive apologies for absence and approve the reasons (LGA 1972 s85(1)).

None.

23/91 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.

23/92 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 29th June 2023 were approved & signed as a true and accurate record of the meeting held.

23/93 Matters to report from a previous meeting

Chairman

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- Instructing the SC Ranger – The Ranger was now in place. **ACTION: Complete**
- Cemetery Risk Assessment – ongoing. **ACTION: Cllr Edgeworth**
- Footpath around recreation field – additional quotes being obtained. **ACTION: Cllr Edgeworth**
- Defibrillator for Hales Meadow – Waiting for a response from Abri. **ACTION: Clerk**
- Noticeboard for Hales Meadow – Noticeboard ordered. **ACTION: Complete**

23/94 Planning decisions report – 23/01426/DOC1. 1 & 2 Hinton Farm Cottages Hinton Mudford Yeovil Somerset BA22 8BA. Discharge of Condition No 3 (Stone Work Walls/Materials) of planning application 23/00246/LBC. Conditions discharged. Noted.

23/95 Planning applications

None.

23/96 To adopt a Community Grant Policy and supporting Application forms

RESOLVED: To adopt a Community Grant Policy and supporting Application forms.

23/97 To adopt the Human Resources (HR) Committee Terms of Reference (ToRs)

RESOLVED: To adopt the HR Committee Terms of Reference, with amendments as advised by SALC.

23/98 To hear a report on the current position of the Primrose Lane Development (Cllr Bartlett)

A report was heard explaining that all had been quiet for around 3 years but there are changes to how the Somerset planning authority conduct their business, with a suggestion that there would be opportunities for parishes to contribute into the new local plan. He further explained the requirement for ongoing legal and development consultant involvement and recommended the parish council appoint the firms used in the past for future advice.

23/99 Finance – To report all payments since the last meeting

Mudford Parish Council July 23 Payment Schedule			
Invoice	Payee	Particulars	Amount
1	STAFF	SALARY & EXPENSES JULY23	£1,116.27
2	PINNACLE ACCOUNTANCY	PAYROLL FEE	£45.60
3	SOMERSET FORGE	FINGERPOSTS	£4,782.00
4	D K EASTMENT	WORKS AT MUDFORD CEMETERY	£1,740.00
5	MUDFORD VH CTTEE	DONATION	£100.00
6	J FERGUSON	REIMBURSE BARNARDOS DONATION	£50.00
	TOTAL		£7,833.87

Mudford Parish Council August 23 Payment Schedule			
Invoice	Payee	Particulars	Amount
1	STAFF	SALARY & EXPENSES AUG 23	£882.88
2	P S SERVICES	CEMETERY MAINTENANCE JUNE & JULY 23	£90.00
3	PLAY INSPECTION COMPANY	ANNUAL INSPECTION FEE	£144.00
4	J SNELL	REIMBURSE FENCE & GATE SUPPLIES	£490.47
	TOTAL		£1,607.35

Noted.

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23/100 Finance – To approve the payment schedule for September 2023

Mudford Parish Council September 23 Payment Schedule			
Invoice	Payee	Particulars	Amount
1	STAFF	SALARY & EXPENSES SEPT 23	£894.03
2	P DENING & SON	BRIDGE REMOVAL	£1,980.00
3	PKF LITTLEJOHN	EXTERNAL AUDIT FEE	£252.00
4	KM DIKE NURSERIES	GROUND MAINTENANCE APR-JUNE 23	£1,214.81
5	THE NOTICEBOARD COMPANY	NOTICEBOARD	£2,718.00
6	BURROWS HUTCHINSON	PLANNING DEVELOPMENT ADVICE (SEP21-CURRENT)	£1,800.00
7	NEST	PENSION DIRECT DEBIT	Various
	TOTAL		£8,858.84

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

ACTION: Cllrs Bartlett and Blackwood

23/101 Finance – To approve a transfer policy between Unity Trust Bank Accounts held by Mudford Parish Council (Cllr Brown)

RESOLVED: To agree to transfer £110,000.00 to the Unity Trust Instant Access Saver and transfer money back to the current account as funds are required.

ACTION: Clerk

23/102 Finance – To approve the cashbook/bank reconciliation to 31st August 2023

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

23/103 Finance – To note the annual external audit report 22-23

Noted. The clerk reported that the report was posted on the website.

23/104 Finance – To approve a quote for a bus shelter (Cllr Blackwood):

Quote 1 – £3845.00 + VAT

Quote 2 – £4850.00 + VAT

RESOLVED: To approve Quote 1 for a bus shelter. Cllr Blackwood agreed to contact the company and arranged the next steps.

ACTION: Cllr Blackwood

23/105 Finance – To agree a budget for appointing a Solicitor and/or Specialist Consultant for the Primrose Lane Development (Cllr Bartlett)

RESOLVED: To approve a budget of £1500 for planning consultancy, with prior notification to be obtained by the clerk for PC approval, before any spend is incurred from this budget. No budget or spend was approved or foreseen for legal advice at this time.

ACTION: Clerk

23/106 To consider the correspondence from Somerset Rights of Way and agree what to do with the steel bridge and Heras fences

RESOLVED: To sell the Heras fences on eBay. It was decided to defer the decision of the future of the bridge until the landowners had committed to an alternative crossing, as described by Rachel Pearce. Cllr Edgeworth agreed to contact the person storing the bridge currently to ask if they would transport to the Bartlett family farm for longer-term storage until the ultimate decision is made.

ACTION: Cllr Edgeworth & Clerk

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23/107 To agree to obtain quotes for willow pollarding on West Mudford Lane (Cllr Bartlett)

RESOLVED: To obtain quotes for willow pollarding on West Mudford Lane.

ACTION: Cllr Bartlett

23/108 To note the annual play inspection report

Noted.

23/109 To receive Councillor reports¹

Cllr Bartlett stated that the Coronation History of Mudford Booklets were currently in print and would be ready for November 3rd delivery schedule.

Cllr Blackwood expressed concern about the fact that Abri would appear to be selling off their properties in Hales Meadow when the current occupants tenancies were coming to an end. Cllr Edgeworth requested that this be an item on the next agenda.

23/110 To receive the Parish Clerk's report and any correspondence

There was nothing reported at this time.

23/111 Items for the next agenda

- To understand the situation with the sale of Abri properties in Hales Meadow
- To approve the draft budget

23/112 Date of next meeting – 26 October 2023 (Cllrs to note – all agenda items to be notified to the Parish Clerk by Monday 16 Oct 2023)

21:40 – Meeting closed

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).