

## MUDFORD PARISH COUNCIL

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

Tel: 07783 475200

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### Minutes of a Virtual Meeting of Mudford Parish Council held on Thursday 25 February at 19:00hrs

**Present** – Councillors

Stephen Bartlett (Chairman), Phil Edgeworth (part-time), Nick Lanigan, Mark Rowlands, Phil Sargent

**In attendance:**

Julie Ferguson - Parish Clerk, Mike Lewis – County Councillor

**20/129 To receive any Apologies for Absence and to approve the reasons given**

John Snell and Tony Capozzoli – District Councillor had sent their apologies.

**20/130 Declarations of interests.** None

**20/131 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.

**20/132 Public Open Session to include County and District Councillors reports**

County Councillor Mike Lewis gave a report detailing the current situation with Somerset's unitary council bid progress and a breakdown of council tax increases in the 2021-22 financial year. He further reported on potential changes to the planning system, with less involvement in local community consultation.

**20/133 Planning Decisions Report.** None.

**20/134 Planning Applications.** None.

**20/135 Parish Council Matters – To adopt the Standing Orders**

**RESOLVED:** It was proposed and agreed for the Standing Orders to be adopted.

**20/136 Parish Council Matters – To adopt the Financial Regulations**

**RESOLVED:** It was proposed and agreed for Financial Regulations to be adopted.

**20/137 Parish Council Matters – Preparations for returning to physical meetings**

The Government had recently announced that Coronavirus lockdown measures allowing public groups of people indoors would not be relaxed until after 21<sup>st</sup> June 2021, at the earliest. The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 allowed parish councils to be able to conduct meetings remotely until 7<sup>th</sup> May, therefore it would be necessary for the Annual Parish Meeting (APM) and Annual Parish Council Meeting (APCM) to be held before this date. It was decided to agree the date for these meetings at the next PC meeting.

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## 20/138 Finance – To review finances and budget 2020-21

**RESOLVED:** The financial summary was approved as presented below:

<b>MUDFORD PARISH COUNCIL 2020-21</b>					
<b>Receipts and Payments Summary for the year ending 31st March 2021</b>					
	12/02/2021	Last Year	This Year		
	2019-20			Variance on	As %
				last year	
<b>RECEIPTS</b>					
Precept	£ 27,115.00	£ 30,800.00	£ 3,685.00	13.59%	
Deposit Interest	£ 110.24	£ 24.57	-£ 85.67	-77.71%	
Cemetery Fees	£ 1,465.00	£ 1,170.00	-£ 295.00	-20.14%	
Grants	£ -	£ 4,000.00	£ 4,000.00	100.00%	
Grants - Other	£ -	£ 8,079.88	£ 8,079.88	100.00%	
VAT repayment	£ 5,748.96	£ 5,483.86	-£ 265.10	-4.61%	
<b>TOTAL RECEIPTS</b>	<b>£ 34,439.20</b>	<b>£ 49,558.31</b>	<b>£ 15,119.11</b>	<b>43.90%</b>	
<b>PAYMENTS</b>					
HMRC	£ 1,260.00	£ 1,179.20	-£ 80.80	-6.41%	
Cemetery	£ 2,777.26	£ 10,159.07	£ 7,381.81	265.79%	
Recreation	£ 2,494.76	£ 1,591.59	-£ 903.17	-36.20%	
Maintenance	£ 500.00	£ 259.56	-£ 240.44	-48.09%	
Clerks Emoluments	£ 5,280.39	£ 4,717.60	-£ 562.79	-10.66%	
Administration	£ 607.95	£ 872.53	£ 264.58	43.52%	
Computer & Website	£ 590.47	£ 326.34	-£ 264.13	-44.73%	
Subscriptions	£ 185.41	£ 185.61	£ 0.20	0.11%	
Insurances	£ 558.09	£ 654.66	£ 96.57	17.30%	
Training	£ 21.25	£ 25.00	£ 3.75	17.65%	
Audit Charges	£ 670.00	£ 275.00	-£ 395.00	-58.96%	
Grants-S137	£ 430.00	£ 700.00	£ 270.00	62.79%	
Publications & Data Protection	£ 12.00	£ -	-£ 12.00	-100.00%	
Chairman's Expenses	£ 136.00	£ -	-£ 136.00	-100.00%	
Election Expenses	£ 204.47	£ -	-£ 204.47	-100.00%	
Play Area	£ -	£ -	£ -		
Parish Projects	£ 460.00	£ 4,908.50	£ 4,448.50	967.07%	
Legal Challenge	£ 3,160.85	£ 12,159.31	£ 8,998.46	284.68%	
VAT incurred	£ 1,943.01	£ 5,752.86	£ 3,809.85		
<b>TOTAL PAYMENTS</b>	<b>£ 21,291.91</b>	<b>£ 43,766.83</b>	<b>£ 22,474.92</b>	<b>105.56%</b>	
Exc of Recpt over Paymts	£ 13,147.29	£ 5,791.48	-£ 7,355.81		
plus balances b/fwd	£ 33,500.08	£ 46,647.37	£ 13,147.29		
	£ -				
Balances c/fwd	£ 46,647.37	£ 52,438.85	£ 5,791.48		
<b>Reconciliation with bank accounts as at 12th Feb 2021</b>					
Nat West Bank PLC Current	£ -	£ 100.00			
Nat West Bank PLC Business Re	£ -	£ 25,283.83			
Nat West Bonus Saver	£ -	£ 27,086.02			
Less Outstanding Cheques	£ -	£ 31.00			
Add Outstanding lodgements					
Total balances at bank	£ -	£ 52,438.85			

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## 20/139 Finance - To approve the following payments:

J Ferguson – Clerk’s salary and expenses	£477.80
HMRC – PAYE	£108.20
ICO – Data Protection Fee (direct debit)	£35.00
SSDC – Playground Inspection	£127.20

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

The clerk reported that she was now on the mandate and future payments would be made via BACS. It was agreed that the process would be reviewed in 3 months’ time (June '21), to ensure that it was operating satisfactorily.

## 20/140 Parish Matters – Defibrillator and Telephone Kiosk Report

The clerk reported that she had received a £200 fee from NatWest due to a complaint raised over the problems encountered whilst trying to sort out online banking. It was agreed that this money could go in the defibrillator budget. Councillor Lanigan provided a report on progress to date and was arranging for a replacement door and glass. It was agreed that Councillor Lanigan could purchase the materials for the refurbishment and be reimbursed as per invoices.

**ACTION: Councillor Lanigan**

## 20/142 Parish Matters - Newsletter

Since there was insufficient content or appetite at the current time for another newsletter and it was felt that this might wait until there was a more positive news outlook, Councillor Edgeworth wished for a number of helplines relating to mental health to be publicised. It was agreed to detail them at the end of the minutes.

## 20/143 Highways and Rights of Way Reports

Councillor Rowlands had circulated an email citing a number of issues with the highway through the parish. Councillor Lewis had explained that members of the highways department had been helping with the Covid vaccination effort for Somerset County Council, but had very recently returned to their duties. The clerk had reported all of the issues relating to highway damage & blocked drains to county roads. It was decided to make a further request for the latest survey for Mudford bridge as concern over cracks under the bridge was increasing.

**ACTION: Parish Clerk**

**20/144 Date of next meeting** – 25<sup>th</sup> March 2021

**20:25 – Meeting closed**

## **USEFUL CONTACT NUMBERS/EMAIL FOR MENTAL HEALTH HELPLINES**

**24hr Mental Health Helpline – 01823 276892**

**Email – [support@openmentalhealth.org.uk](mailto:support@openmentalhealth.org.uk)**

**Self-referral email – [CMHTSouthSomersetSPA@SomersetFT.nhs.uk](mailto:CMHTSouthSomersetSPA@SomersetFT.nhs.uk)**