

**Minutes of the Ordinary Meeting of Ilton Parish Council held in Merryfield Hall on Tuesday
12th April 2022 at 6.30 p.m.**

2022/44 Attendance and Apologies

Present	Apologies	In Attendance
Mr I Sherwood (Chair) Mrs M Bullock Mrs R Burt Mr G Mackenzie-Green Mr N Matravers Mr A Pidgeon Mr A Gordon Mrs E Simpson Mrs S Morley (Retiring Clerk) Mrs K Larsson (Incoming Clerk)	Mr A Dance (County Councillor)	7 members of the public

2022/45 Declarations of Interest

Mr Gordon declared a financial interest in planning application 22/00909/PIP, item 7(b) on the agenda (minuted item 2022/50 b.).

2022/46 Visitors and Public Voice

Merryfield Moated Site

A former resident who grew up in Ilton and has spent time with scouts maintaining the aforementioned site, attended to share information on his work for site being awarded scheduled monument status.

He would like to see a footpath, benches and plaque to show the history of the area in place if this is something the Parish Council could support and perhaps assist in making happen.

The parish council expressed thanks for the work on this so far and discussed the need to establish land ownership and feasibility of a footpath. This will be re-visited at a later meeting.

Brook Green Bridges

A member of the public expressed concern over the condition of one of the foot bridges. Councillors advised they would review and rope off if necessary, until repairs could be made.

2022/47 Parish Council Vacancies

There is currently one vacancy on the Parish Council. SSDC have confirmed there has been no request for an election, so the vacancy can be filled if there is someone interested.

2022/48 Minutes of the Ordinary Parish Council meeting held on 08/03/2022

Councillors approved the minutes which were duly signed by the Chairman.

2022/49 County Councillor Report

Cllr Dance sent his apologies as he was unable to attend the meeting.

2022/50 Planning Applications

- a) Application: 22/00648/FUL
Proposal: Proposed erection of extensions to 2 agricultural buildings (retrospective application)
Location: Frost Farm, Frost Lane, Ilton, Ilminster TA19 9EU

A representative from Frost Farm attended the meeting. They advised that the application was made retrospectively as they had not realised that it was needed as they were replacing condemned buildings with new ones in the same locations.

Councillors had no objections to the application.

- b) Application: 22/00909/PIP
Proposal: Permission in principle for the erection of 1 self-build dwelling.
Location: Land OS 4025 Frost Lane, Ilton, Ilminster

Mr Gordon left the meeting to allow for discussion of the application. Mr Matravers also left the meeting as there was a family connection to the land for the proposed application.

Councillors discussed the application and all voted to object for the following reasons:

1. Highway safety issues in relation to road capacity and access.
2. Effects on character of local area due to plot location.
3. Safeguarding agricultural land and resources.
4. Precedent for future use of agricultural land for residential development.
5. Effects on existing vegetation – noting that some proposed changes appear to have been made already.

Full comments have been submitted to the SSDC planning department.

2022/51 Presentation and approval of Annual Accounts to year end 31/03/2022

Accounts to 31/3/2022 were distributed and approved by all councillors.

2022/52 Annual Governance Statement

This was approved by all Councillors and signed by the Chairman.

2022/53 Internal Audit

The annual internal audit has not yet been carried out. The Clerk will arrange for this to be completed as soon as possible.

2022/54 Annual Accounting Statement

As required by the external auditor. The Statement was approved and signed by the Chairman.

2022/55 Accounts Payments and Receipts

The following cheques were raised:

001405	-	£ 65.00	-	The Wider View, printing Merryfield Messenger
001406	-	£ 126.00	-	Cowling Agricultural, roller
001407	-	£ 35.00	-	T Mico, service strimmer
001408	-	£ 34.39	-	G Mackenzie-Green, reimburse brackets, oil & grease
001409	-	£ 228.00	-	Elite Playground Inspections, 2 months inspections
001410	-	£ 98.06	-	I Sherwood, reimburse for tree stakes
001411	-	£ 162.00	-	Merryfield Hall, rental
001412	-	£ 372.96	-	SSDC, Ranger February
001413	-	£ 60.00	-	Cad Green Garage, diesel
001414	-	£ 80.00	-	SALC, training
001415	-	£ 66.06	-	Mackenzie-Green, reimburse oil & anti freeze

- 001416 - £ 89.96 - A Pidgeon, reimburse oak tree and bark chips
- 001417 - £ 471.55 - S Morley final salary to end April
- 001418 - £ 334.72 - K Larsson salary & expenses
- 001419 - £ 37.50 - A Pidgeon, reimburse petrol mowers & strimmer

2022/56 Community Engagement

Village Communication Platforms

Mrs Simpson provided an update on the new Facebook Page. The page can be accessed on any computer, without the need for a Facebook account or to be part of a members group. It currently has 131 followers and is receiving very positive comments and feedback.

To reach a wider audience, who may not have access to Facebook or the internet, Mrs Simpson proposed producing an A5 printed flyer to be distributed to the whole village. The flyer will introduce the Facebook page to people who may not be aware of it and contain lots of information on the various volunteer groups in the village. Copies of the flyers would be placed on the village notice boards as well.

The cost of the flyers would be £55 for £500 flyers.

The flyer was seconded by Mr Sherwood and all councillors voted in favour.

Engagement with dog walkers

Mrs Simpson advised she is regularly walking her dog around the recreation field and is receiving no objections from other dog walkers when asked to put their dogs on leads.

Mrs Simpson proposed having 4 new signs at each entrance of the field (a draft was circulated prior to the meeting) to remind all dog walkers of their responsibilities.

Councillors felt there was already a reasonable amount of signage and specific signs from the dog warden may be more effective, and more of these should be sought first.

ACTION – Mrs Simpson

Volunteer Groups

9 volunteers have come forward for the footpath walking group.

There are 8 volunteers interested in a litter picking day. SSDC have suggested 20 people would be required for an effective litter pick so this will continue to be promoted.

ACTION – Mrs Simpson

2022/57 General Maintenance - Ranger Scheme

The hourly rate of the Ranger Scheme will be £21.63 going forward.

Mr Sherwood proposed to continue with current arrangements at the new hourly rate.

Mr Gordon seconded the proposal and councillors voted in favour.

2022/58 Recreational Development / Playing Field

Jubilee Oak Tree

Proposals were put forward by Mr Pidgeon for the following items

1. An iron tree guard to protect the newly planted 'Jubilee' oak tree.
Councillors voted in favour of a tree guard from Paddock Fencing at £310.
2. A plaque to commemorate the Platinum Jubilee at a cost of £42.00
Councillors voted in favour of the plaque.

Councillors would like to involve the local school/children by way of a picture for the Queens Green Canopy or a bespoke version of the plaque which is to be decided at the next meeting.

Somerset Playing Fields Association, Field of the Year Competition

Recreation fields of any size can be entered and will be visited during June. The play park has won previously.

Councillors voted in favour of entering both the play park and the recreation field.

ACTION – The Clerk

Field Working Group Terms of Reference

For the avoidance of doubt, some amendments have been requested which are:

6. The removal of "Brook Green" from the opening paragraph.
7. Communication link confirmed as Andrew Pidgeon.
8. Addition of "in the Playing Field" to para. 6 line 4.
9. Additional paragraphs included which outline parish council responsibilities.

Mr Pidgeon agreed to amend the terms of reference and re-circulate for review.

ACTION – Mr Pidgeon

Larkfleet Pond & Ditch

Mr McKenzie-Green met with Tom Tippetts from Larkfleet. The fencing to the pond and works to ensure the ditch drains correctly will take place but we are still awaiting a date. It has been noted that fencing is now in place along the drainage ditch.

Field Working Group (FWG) Requests

The field working group have made a request to create railway sleeper planters on the recreation field. A total cost of £750 was proposed for the railway sleepers and bulbs.

Mrs Simpson advised for the need to consider how the planters would be watered. There is no nearby supply and councillors agreed that the raised beds will need to be watered for the plants to survive. Mr Pidgeon will consult with the FWG on this item and then provide an update. Mr Pidgeon suggested bulbs could be planted around the Jubilee tree as an immediate alternative. He will investigate what bulbs could suitable be planted at this time of year and update the council.

Grass Cutting Costs

Grass cutting costs were distributed with the annual financial reports. Mr Pidgeon agreed to re-calculate and distribute the in-house/SSDC cost comparison.

ACTION – Mr Pidgeon

Vehicle Access to Recreation Field

Mr Sherwood proposed purchase of two new posts to enable a gate to be installed to prevent unauthorised vehicle access onto the field. The cost of purchasing the posts will be approximately £200.

Mr Pidgeon seconded the proposal and all councillors voted in favour.

Recreation Field Bund & Mound

Mr McKenzie-Green has raised concerns over the inconvenience the bund causes when cutting the grass. Mr Sherwood advised that the bund is intended for use by spectators to watch over football games on the field. He advised it would be extremely costly to move the bund and also the mound which contains a lot of rubble.

Mr Sherwood proposed the bund and mound remain in situ. Mr Pidgeon seconded the proposal and all councillors voted in favour.

Jubilee Bonfire / Beacon

Feasibility of holding a bonfire on the recreation field as the Jubilee Beacon were discussed.

The Clerk confirmed that the parish council's public liability insurance will cover holding a bonfire but there are requirements for ensuring public safety such as marshalling and first aid that must be met. Mr Pidgeon has a contact who runs firework displays who may be able to help with advice and providing safety cordons.

The issue of smoke pollution and effect on local residents was raised by Mrs Simpson.

Requirements and safety implications to be researched for next meeting.

ACTION – The Clerk / Mr Pidgeon / Mr McKenzie-Green

2022/59 Cemetery

One of the new graves has sunk; top soil will be added to level this and any other graves as required.

2022/60 Churchyard

The grass will be cut this week.

There is an Easter service being held on the village green on Good Friday.

2022/61 Recreation Ground Play Park

Mrs Bullock asked for an update regarding the installation of the play park gate. This is still on hold due to the dispute between Western Power and our play park inspector who is meant to install the gate.

2022/62 Brook Green

4 x 4's do not appear to have been using the area as much recently. Mr Matravers will try to find suitable materials to block access by the vehicles.

ACTION - Mr Matravers

2022/63 Footpaths

The footpaths group are looking at designing a walks map for the area.

The volunteers have been going out trimming back along the footpaths. Access has been reported as blocked at Woodhouse Farm and half way to the airfield. The footpath at the airfield goes onto military land which stops access. Mr Matravers will contact Somerset County Council to establish who deals with footpaths and report issues.

ACTION – Mr Matravers

2022/64 Highways

A358 upgrade - Mr Matravers advised that there will be no further disclosure in relation to the upgrade project until after the local elections. The next parish group meeting is due to be held in early May.

2022/65 Queens Platinum Jubilee

The lottery funding application has been submitted at a value of £9950, with an outline proposal for a Jubilee rose garden. Decisions on granting funding are due to be made within 12 weeks of the closing date for applications (31st March 2022).

2022/66 Matters and items to report

Minutes of Meetings

Wherever possible, minutes will be issued to councillors for review and comment 1-2 weeks following the meeting going forward. Draft minutes can be added to the website prior to being signed by the chair at the next meeting.

Noticeboards

The main parish council notice board is in need of major repair or replacement. Mrs Simpson and The Clerk to look into options and present at the next meeting.

Rubbish Bin

A new rubbish bin was requested for the play park. Costs to be presented at next meeting for approval.

ACTION – Mrs Simpson / The Clerk

Retirement of the Parish Clerk

Councillors wished to take the opportunity to thank Mrs Morley for her many years of hard work and dedication to the parish council and was presented with a gift to show their appreciation. They wish her all the best in her retirement.

2022/67 Date of next Ordinary Parish Council Meeting

The next ordinary meeting of Ilton Parish Council will be on Tuesday 10th May 2022 at 6.30 p.m. in Merryfield Hall (NOTE STARTING TIME OF 6.30 p.m.)

The meeting finished at 9.15 p.m.

Ian Sherwood, Chairman