

**Minutes of the Ordinary Meeting of Ilton Parish Council held in Merryfield Hall on Tuesday
13th December 2022 at 6.30 p.m.**

2022/185 Attendance and Apologies

Present

Cllr Sherwood
Cllr G MacKenzie-Green
Cllr E Simpson
Cllr A Gordon
Cllr S Ripley
Cllr M Cavill
County Cllr A Dance
Mrs K Larsson (Clerk)

Apologies

Cllr Burt

In Attendance

8 members of the public

2022/186 Declaration of Interest – there were no declarations of interest.

2022/187 Parish Council Vacancy

There are currently two vacancies on the parish council. An application was received by Ms Pike, which was circulated to all councillors in advance of the meeting. Ms Pike had expressed a particular interest in Neighbourhood Watch and PCSO liaison, which is currently an unfulfilled role on the council.

Councillors voted unanimously in favour of Ms Pike being co-opted to the council.

Ms Pike duly signed the declaration of acceptance of office and was invited to join the meeting.

2022/188 County Councillor Report

The parish council were pleased to welcome Cllr Cavill to the meeting, who has been absent due to illness. He advised he hopes to be attending meetings regularly from now until the Unitary Authority is in place from 1st April.

County Cllr Dance advised that there is no further grant funding available from Area North.

New branding for the unitary Somerset Authority will start to be seen soon, in preparation for vesting day on the 1st April 2023. Finances are not in good shape and budgets are being stretched and scrutinised to avoid services being cut wherever possible

Tier 2 appointments (director level) are in the process of being made. In the transition period, vacancies that arose were not filled in order to reduce the redundancies after the re-structure.

2022/189 Visitors and Public Voice

Cllr Simpson wanted to take the opportunity to thank all those who were involved in providing and offering help during a recent house fire in the village. A thank you message was also received from the couple whose home was affected.

Concern over parking in Copse Lane was raised by a resident, who advised they have noted a number of vehicles blocking the pavement and potentially hindering emergency vehicle access. A polite notice will be added to the Facebook pages requesting considerate parking.

2022/190 Minutes of the Ordinary Parish Council meeting held on 8/11/2022

Minutes were approved unanimously by councillors.

2022/191 Accounts and Financial Information

Financial Report & Payments for Authorisation

The financial report for December was circulated to all councillors.

Payments for Authorisation

The schedule of payments was approved by councillors. A list of payments is annexed at the end of the minutes.

Bank Mandate

Due to recent resignations, the number of account signatories has reduced. To ensure sufficient signatories are available, it was agreed for Cllr Simpson to be added to the mandate as a signatory and to include her as an approver for online banking.

ACTION – The Clerk to arrange mandate update.

Expenses Policy

A draft expenses policy was circulated to councillors in advance of the meeting. Councillors of Ilton Parish Council do not receive any compensation for carrying out their duties, and the purpose of the policy is to ensure they are not left out of pocket for carrying out their duties. Only expenses incurred when acting in an official capacity on behalf of Ilton Parish Council will be approved, and such expenditure must have been agreed in advance. A large amount of travel was carried out for preparations for Bonfire Night. To ensure councillors were not left out of pocket, it was proposed to back-date the policy to be effective from 1st November 2022. Councillors voted unanimously in favour of adopting the policy. An expense form for use will be circulated to councillors.

Budget 2023/2024

A draft budget was circulated to councillors in advance of the meeting. Proposed budget categories and values were approved by all councillors, with costs being based on actual and anticipated spend during 2022/23.

The Clerk advised the 2023/24 precept calculation toolkit will be available from 9th December. The deadline for submitting the precept demand is 20th January 2023. The precept will be set at the next meeting in January.

2022/192 Co-Option Policy

A draft co-option policy was circulated to councillors in advance of the meeting for consideration. Councillors voted unanimously in favour of adopting the policy and interested candidates using the new application form.

2022/193 Young Person of the Month

Nomination was received for Joseph Baker, who played the Last Post and Reveille at the recent remembrance service. Joseph dedicated several hours to practicing for the service, whilst also studying for his mock GCSE exams. Councillors unanimously voted for the award to be given to Joseph for December.

Councillors considered continuation of the award programme, which was originally agreed for 2022. Councillors felt that although nominations were not received for every month, it was good to have the incentive in place for young people. As such, councillors voted unanimously in favour of continuing to run the award programme for 2023.

2022/194 Volunteer Thank You Event

The date has been confirmed as Tuesday 17th January. Invitations have been extended to volunteers, but final numbers of attendees are to be confirmed.

Councillor Updates

a) Community Engagement

Cllr Simpson reported that there has been lots of positive feedback regarding Facebook posts and keeping the village informed using social media, in particular in relation to the recent house fire in the village. SCC Civil Contingencies were so impressed with what they saw that they are looking to use the Ilton as a case study. They will be invited to a Parish Council meeting to discuss in the new year.

b) Village Maintenance / Ranger

Cllr Sherwood advised that a new ranger has been appointed and has visited the village. Dates for attendance will be arranged soon.

Cllr Gordon has undertaken some maintenance of the bus shelter and has advised that the roof will also require some attention.

c) Footpaths - No updates in Cllr Matravers absence.

d) Highways – Cllr Gordon reported that an issue with a pipe protruding from the road surface was resolved within 48 hours of notification to Highways.

e) A358 upgrade – No update in Cllr Matravers absence.

f) Skate Park – No updates to report.

g) Recreation Ground - Play Park – Quotations were received for installation of the entryway gate. Based on the quotations and supporting information received, two of the suppliers who quoted were assessed to be competent for the work to be completed. Councillors voted unanimously in favour of installation up to a maximum cost of £825. Availability to determine final supplier selection.

h) Recreation Ground – Playing Field - The ground is boggy and drainage continues to be a concern. Improvements to drainage and existence of drainage ditches on neighbouring land needs to be investigated. **ACTION – Cllr Mackenzie-Green / The Clerk**

Wildflower planting is now planned for springtime. Cllr Ripley hopes to present costs at the next meeting.

i) Brook Green – New ranger will carry out work on his next visit.

Bridges at Brook Green require further remedial works, and Cllr Gordon has suggested that one is unsafe and should be closed until work is completed. Quotations have been received, but are not on a like-for-like basis. Contractors are to be asked to re-quote on same specification of works and contractors must be suitably qualified and insured.

ACTION - Cllr Gordon / Cllr Sherwood

j) Neighbourhood Watch – No updates at present. Cllr Pike will be liaising with the PCSO to invite them to a meeting in the new year.

2022/195 Matters for Report

No additional matters were reported.

2022/196 Items for the next meeting

- a. Field Working Group terms of reference
- b. Village Hall Lighting
- c. 2023/24 Precept Setting

Date of next ordinary meeting: Tuesday 14th February 2023, at 6.30pm at Merryfield Hall.

The Chairman closed the meeting.

Elaine Simpson, Chairman

Dec-22				
PAYMENTS AUTHORISED				
	INVOICE DATE	AMOUNT	PAYEE	DESCRIPTION
	14/12/2022		K LARSSON	SALARY
	13/12/2022	£ 108.92	K LARSSON	EXPENSES
	05/12/2022	£ 58.82	G MACKENZIE GREEN	SANTA VISIT EXPENSES
	01/12/2022	£ 21.84	E SIMPSON	EMERGENCY HALL SUPPLIES
	18/11/2022	£ 90.00	ELITE PLAYGROUND INSPECTIONS	MONTHLY PLAYGROUND INSPECTION
	25/08/2022	£ 480.00	PFK LITTLEJOHN	AUDIT FEE
	13/12/2022	£ 28.98	A PIDGEON	FLAGS FOR VILLAGE GREEN REIMBURSEMENT
		£ 25.00	ROYAL BRITISH LEGION	WREATH DONATION
		£ 580.00	ROYAL BRITISH LEGION	COLLECTION MONEY (CASH TO BE ADDED TO BANK)
PAYMENTS MADE SINCE THE LAST MEETING				
	25/11/2022	£ 24.16	A PIDGEON	FUEL RE-IMBURSEMENT