

**Minutes of the Annual Meeting of Ilton Parish Council held in Merryfield Hall on
Tuesday 13th June 2023 at 6.30p.m.**

2023/95 Attendance and Apologies

Present: Cllrs Simpson, Sherwood, Ripley, Pike and Kelaart;
Somerset Council Cllr Roundell Green and Mrs Larsson (Clerk)

Apologies: Cllrs Tarrant, Gordon and Matravers and Somerset Council Cllr Dance

In attendance: 6 members of the public.

2023/96 Declarations of Interest There were no declarations of interest.

2023/97 Parish Council Vacancy

There was one vacancy on the parish council, and an application was received from Mrs Sandra Calvert. Councillors voted unanimously in favour of Mrs Calvert being co-opted to the council.

Mrs Calvert duly read and signed the declaration of acceptance of office and was invited to join the meeting.

2023/98 Visitors and Public Voice to include Somerset Council Councillor Reports

A resident raised a concern regarding parking on the pavements, particularly along Copse Lane. Cllr Simpson advised any dangerous parking should be reported to the PCSO/Police as the Parish Council have no enforcement powers in these matters. Polite notices have been and will be repeated on Facebook regarding considerate parking, and the Clerk will contact the Cricket Club, Village Hall and Pub to relay the concerns from residents and ask if they could also pass the message to users of their facilities to park considerately.

A member of the Field Working Group was in attendance, and commented that they are struggling with keeping up with grass cutting during the growing season due to the low number of volunteers that are available. Anyone interested in volunteering should contact the Clerk.

Cllr Roundell Green gave a summary of progress and upcoming activities at Somerset Council, including budgeting for the next financial year and the imminent start of Local Community Network meetings. The full monthly report from Cllrs Roundell Green and Dance will be published on the parish council website.

2023/99 Minutes of the Ordinary Parish Council meeting held on 9th May 2023

Minutes were approved unanimously by councillors and signed by the Chair.

2023/100 Planning Applications

a) 23/01210/PIP Permission in principle for the Erection of a minimum of 1 self build dwelling and a maximum of 1 self build dwelling – Land Os 4025 Frost Lane, Ilton, Ilminster

Councillors voted in majority to object to the application on the basis of impact on public visual amenity, highways access and safety and the refusal of previous application 22/00909/PIP for the same location with reason that “The application comprises Habitat Development as set out in the Town and Country Planning (Permission in Principle) (Amendment) Order 2017, Part 2A, 5B (1) (b) which restricts the ability of a Local Planning Authority to grant permission”.

Full comments on the application were submitted to Somerset Council Planning Services and can be seen in the respective application on the planning portal.

2023/101 Accounts and Financial Information

All reports were circulated to councillors for review in advance of the meeting.

a) The council approved the year end accounts to 31st March 2023.

b) As summary of the report was given by the Clerk. No queries were raised by councillors.

- c) The council approved the Annual Governance Statement for 2022/23, which was signed by the Chair, Cllr Simpson and the Clerk.
- d) The council approved the Annual Accounting Statements for 2022/23, which were signed by the Chair, Cllr Simpson and the Clerk.
- e) The council approved the financial statement up to 31/5/23
- f) The council approved the list payments requiring authorisation, which is annexed at the end of the minutes.
- g) Further to changes in councillors the following was agreed unanimously by councillors, to update mandates for bank accounts held by the parish council:
 - i. Clerk to be changed from “Delegate” to “Full Signatory” status with Lloyds to allow authority to update banking mandates.
 - ii. Clerk to be added as a signatory for the Bath Building Society Account.
 - iii. The following councillors to be signatories for all bank accounts: Cllr Sherwood, Cllr Pike and Cllr Simpson.

2023/102 Recreation Field Consultation

As part of the consultation, all contributors were asked to state whether they thought the Parish Council should proceed with the skatepark project, and if yes, how they could contribute to fundraising. 76% stated No, 10% Yes and 14% did not answer. Of the 10% who wished to proceed, no fundraising ideas or offers were made. Based on these up-to-date responses, councillors agreed unanimously not to proceed further with the skatepark project.

Suggestions from the forms completed by residents was compiled, and discussion took place regarding these and the feasibility of the most requested items.

During discussions, the item of changing rooms/toilets was discussed in detail. The council received advice regarding requirements for changing rooms for it to be suitable for use for league football, and that allowance of a new local team would need to not have a detrimental effect on player numbers of already established teams in the area. It is also understood that Wessex water do not have capability to add any new buildings to their existing sewage system, and any new build must have its own sewage treatment plant. In addition, permission for new builds will need to meet criteria for the phosphate neutrality. Suggestion of simple changing rooms for those hiring the MUGA/football pitch was discussed, but it was felt this would only benefit a few and not the community in general. Considering these points, councillors agreed not to investigate these items further.

It was agreed to look further into the remaining top 3 suggestions which were; a form of bike/scooter/skate track, seating areas and an off-lead area for dogs. Councillors will gather information on these suggestions, providing an update at the next meeting, and it was agreed to set an extraordinary meeting for September to discuss in detail and agree next steps.

2023/103 Facilities & Amenities Consultation

The council also reviewed the suggestions from the Facilities and Amenities consultation that was conducted at the same time. There were many ideas put forward, which are not within the power of the parish council, but areas raised that can be looked into were provision of bins, seating around the village (not at the recreation field), village welcome signage and flooding on the recreation field path. Bins and the recreation field flooding are already being looked into and the seating and signage will be looked into by Cllr Kelaart, noting that a bench is due to be installed on the village green shortly. Updates will be provided at upcoming meetings.

2023/104 Brook Green Bridge Repairs

Quotations received were reviewed by the council. It was noted that two quotations were for complete re-build of the bridges. Having been assessed by operatives from the Somerset Council Additional Works team, they advised this degree of works was not needed to the bridges and remedial works would be sufficient. Councillors agreed to proceed with works to both bridges with Countrywide Grounds Maintenance.

2023/105 Church Yard Gate

Quotations received were reviewed by the council for re-instatement of the gateway (noting that the original gate was to be re-used), and it was agreed to award the works to Countryside Fencing.

2023/106 Young Person of the Month

- a) Criteria: To ensure a fair approach to future awards, councillors agreed the following:
- i. Limited to 1 award per person in any 12-month period
 - ii. The qualifying age for the award is 16 or under.
- b) Nominations: Ivy Taylor was nominated for her hard work helping waiting on tables, clearing and washing up among other errands at the recent Coronation breakfast held in the Village Hall. Councillors who attended the breakfast agreed that Ivy worked incredibly hard. Councillors voted unanimously in favour of Ivy receiving the award.

2023/107 Councillor Updates

Brief updates were provided by councillors on areas of responsibility, key items of note are as follows:

Village Safety

- Cllr Kelaart reported that the PCSO was been unable to advise any information from regarding the speed indicators that were recently placed in the village. The PCSO also stated that they had no reports of speeding and advised looking into setting up a Community Speedwatch.

Ranger

- Cllr Sherwood reported issues in consistency and availability of the Ranger, meaning the additional days usually organised during the growing season have not been arranged yet. An alternative contactor has been identified and will be instructed for the additional days already agreed.

Footpaths

- Rights of Way have been in contact regarding a potential volunteer who would strim the pathways/rights of way. The Clerk will liaise with Somerset Council regarding progressing this.

2023/108 Matters for Report

The first Local Community Network meeting is on Thursday 15th July. Cllr Tarrant will be attending as the representative for the parish council.

2023/109 Outstanding Actions not covered in agenda items: Outstanding actions were reviewed and an updated list will be circulated to councillors following the meeting.

2023/110 Summary of actions from the meeting

- a) Arrange bank mandate updates – Clerk
- b) Look into repairs to bench at Merryfield Lane – ES/Clerk
- c) Gather information on consultation suggestions:
 - i. Bike/Scooter/Skate track – SC/AP
 - ii. Seating Area – SC
 - iii. Off lead dog area – ES/Clerk
- d) Investigate village 'Welcome' signs – SK
- e) Arrange Brook Green bridge repairs – Clerk
- f) Arrange Church Yard gate repairs – Clerk
- g) Contact Somerset Council re: Rights of Way volunteer - Clerk

2023/111 Items for the next meeting

Date of next meeting: Tuesday 11th July, at 6.30pm at Merryfield Hall

The Chairman closed the meeting at 9.43pm.

Elaine Simpson, Chairman

Annex 1. Payments Authorised

Iilton Parish Council PAYMENTS LIST

Voucher	Code	Date	Bank	Description	Supplier	Total
24	Grass Cutting	13/06/2023	1. General Purpose (Unrestricted)	Grass Cutting - Equipment	Cowling Agriculture	732.00
25	Hall Rental	13/06/2023	1. General Purpose (Unrestricted)	Hall Hire	Merryfield Memorial Hc	227.50
26	Staff Wages	13/06/2023	1. General Purpose (Unrestricted)	Salary	Kim Larsson	
26	Administration Expenses	13/06/2023	1. General Purpose (Unrestricted)	Salary	Kim Larsson	
28	Training	13/06/2023	1. General Purpose (Unrestricted)	Councillor Training	Somerset Association c	50.00
27	Website	13/06/2023	1. General Purpose (Unrestricted)	Website Hosting	TEEC Limited	28.80
30	Play Equipment Inspectio	13/06/2023	1. General Purpose (Unrestricted)	Playground Inspection	Elite Playground Inspec	99.00
29	Audit	13/06/2023	1. General Purpose (Unrestricted)	Audit Fee	Joanna Simonds	150.00
Total						2,013.61

ADDITIONAL PAYMENTS MADE SINCE LAST MEETING

Voucher	Code	Date	Bank	Description	Supplier	Total
22	Electricity	15/05/2023	1. General Purpose (Unrestricted)	MUGA Electricity	Green Energy	151.54
31	Subscriptions	19/05/2023	1. General Purpose (Unrestricted)	ICO Registration	ICO	35.00
23	Play Equipment Maintena	25/05/2023	1. General Purpose (Unrestricted)	Playground Inspection	Elite Playground Inspec	90.00
Total						276.54