

ILTON PARISH COUNCIL

Dear Councillors

**YOU ARE SUMMONED TO ATTEND THE FULL COUNCIL MEETING OF
ILTON PARISH COUNCIL TO BE HELD AT 6.30PM ON TUESDAY 22nd
JULY 2025 AT MERRYFIELD HALL, ILTON**

Terry Heath

Clerk to the Parish Council

15th July 2025

The meeting will include a maximum of 15 minutes of public participation. Matters raised must be within the remit of the Parish Council. The public will not be allowed to speak at any other time during the meeting unless by pre-arrangement with the Clerk or Chairman.

AGENDA

1. TO RECEIVE ANY APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST IN AGENDA ITEMS

3. APPROVAL OF MINUTES

Members will be asked to **RESOLVE to APPROVE** the minutes of the meeting held on 24th June 2025

4. PUBLIC SESSION

Members of the public may raise any appropriate matter for report

5. SOMERSET COUNCILLOR REPORT

- a. A report to be provided by Somerset Councillors
- b. An **UPDATE** on arrangements for an introduction meeting with a County Highways officer

6. MATTERS ARISING FROM PREVIOUS MEETINGS

- a. The Clerk to provide an update on the removal of the soil heap in the cemetery
- b. Cllr. Bennett to provide an update on the recent drainage survey
- c. The Clerk to provide an update on Picus testing of the Wellingtonia tree situated in the churchyard
- d. A member of the volunteer group to give an update on the repair of the broken handrail in Cad Road
- e. Cllr. Ripley to provide an update on options for the play area space vacated by the bike track

- f. The Clerk to provide an update on the pre-season maintenance tasks contracted for the football pitch
- g. Cllr. Bennett to give an update on the development of an annual maintenance schedule for the football pitch
- h. Cllr. Gordon to detail to Council options for repair or replacement of the damaged wooden fence at Brook Green
- i. Cllr. Bennett to provide a progress report on the development of a set of 'ground rules' for the cemetery
- j. The Clerk to provide a progress report on the village hamstone project

7. FINANCIAL MATTERS

- a. Bank Reconciliation Statement as of 30th July 2025 – for **APPROVAL**
- b. Members will be asked to **APPROVE** a list of payments and **NOTE** receipts for June 2025. Details circulated prior to the meeting by the Clerk
- c. Council is requested to **RESOLVE to APPROVE** a revised 2025/2026 receipt and payments budget which includes general and earmarked reserve lines, issued to members ahead of the meeting

8. HEADSTONE

APPROVAL is sought from Council to allow placement of a new headstone for plot number D105

9. PORTABLE PA SYSTEM PURCHASE

Following a recommendation from Cllr. Pidgeon, Members are requested to **APPROVE** the purchase of a portable PA system for community use at a cost of £219.00 inclusive of VAT

10. VOLUNTEER EQUIPMENT PURCHASE

Following a request from Cllr. Pidgeon, Members are requested to **APPROVE** the purchase of a chainsaw and pole hedge trimmer at a combined cost of £366.99 inclusive of VAT

11. TIMBER PURCHASE

Following a request from Cllr. Sherwood, Members are requested to **APPROVE** the purchase of timber to be used for refurbishment of benches in the play area. Council to determine the 'not to exceed value' for the purchase

12. CUTTING OF HEDGES

Council is requested to **APPROVE** the cutting of the recreation field and car park hedges at a cost of £420.00

13. CROSS INSTILLATION

Members are asked to **APPROVE** material costs of £150.00 to support the instillation of a cross in the Church.

14. INSTITUTE OF CEMETERY AND CREMATORIUM MANAGEMENT

Council is requested to **APPROVE** corporate membership to the Institute of Cemetery and Crematorium Management at a cost of £105.00

15. REPORTS FROM TASK AND FINISH GROUPS

- a. Volunteer Task and Finish Group
- b. Recreation field development Task and Finish Group
 - i. Members to **APPROVE** the groups terms of reference
 - ii. Council to **APPROVE** the obtaining of two land valuations of the Copse Lane car park area

16. HIGHWAY MAINTENANCE VOLUNTEER SCHEME

Members are requested to **APPROVE** the application for a licence to Somerset Council to undertake highway works on or near a road at an anticipated cost of £270.00

17. PLANNING

- a. Council to **SANCTION** new planning applications received since the last Parish Council meeting
- b. Council to **NOTE** the position of current and determined planning applications, details circulated to members ahead of the meeting

18. CRIME, DISORDER AND COMMUNITY SAFETY

To **RAISE** any concerns or issues within the Parish that require action

19. HIGHWAY MATTERS

To **RAISE** any concerns or issues within the Parish that require action

20. CORRESPONDENCE

- a. To **CONSIDER** any correspondence that requires a Council decision
- b. Members to advise on **ACTION** to be taken following receipt of a letter from County Highways regarding hedges or other vegetation that overhangs the public highway

21. ITEMS OF INTEREST AND AGENDA ITEMS FOR THE NEXT FULL COUNCIL MEETING

Members to **ADVISE** the Clerk on agenda items to be considered at the August 2025 meeting

22. DATE AND TIME OF NEXT MEETING

The next meeting of council is planned for Tuesday 19th August 2025 starting at 6.30pm

23. EXCLUSION OF PRESS AND PUBLIC

In accordance with Schedule 12 of the Local Govt Act 1972, Council are asked to **RESOLVE to APPROVE** the exclusion of press and public for discussion of commercial in confidential business

24. PARISH RANGER SERVICES

Members are requested to **APPROVE** its preferred contractor to undertake parish ranger duties, under contract between 1st August 2025 to 31st March 2027

25. PARISH RANGER TASKS

Council to **PROVIDE** the Clerk with a prioritised list of tasks for the Parish Ranger

END OF AGENDA