

**Minutes of the Extraordinary Meeting of Ilton Parish Council held in Merryfield Hall on
Tuesday 13 August 2024 at 6.30pm.**

Present: Cllrs: J Bennett (Chair), J Easterbrook, A Gordon, N Matravers, L Pike, S Ripley, I Sherwood, B Vance

In attendance: Mrs A Dallaway (Clerk/RFO)

2024/138 Apologies: None received.

2024/139 Declarations of Interest: Cllr N Matravers declared an interest in agenda item 7 as one of the contractors quoting for works is a relative.

2024/140 Items to be dealt with after the public, including the press have been excluded: There were no items identified at this stage of the meeting.

2024/141 Public Participation: There were no members of the public in attendance at the meeting.

2024/142 Hedge works in the parish for 2024 (amenity areas)

i) Hand held hedge cutter – to consider the quotes received

Four contractors were approached for quotes against an agreed Scope of Works (with additional works to Merryfield hedge included). Three quotes were received by email by the deadline of 5 August 2024 and circulated to all councillors for review. The Clerk had produced a Summary Report of quotes with names redacted for consideration at the meeting. Council approved the quote from Sibley Landscapes subject to an amendment to the Scope of Works, specifically the removal of the internal hedges at Copse Lane car park (these will be done by tractor & flail by a different contractor). Sibley Landscapes will be asked to prioritise the play park hedges and then the cemetery hedges as these are very overgrown. The contractor has offered late August as a provisional start date for the works

COUNCIL RESOLVED TO APPROVE SIBLEY LANDSCAPES AS THE CONTRACTOR AT A QUOTED PRICE OF £2623 excl VAT (to be adjusted as above)

PROPOSED BY JB; SECONDED BY SR. ALL IN FAVOUR.

Funding will be allocated from the Green Space Maintenance budget/Facilities & Amenities EMR.

ii) Tractor & flail – to consider the quotes received

Two contractors were approached for quotes against an agreed Scope of Works. Two quotes were received by email for the Copse Lane car park hedges and one quote was received by email for the Rec Field hedges. The quotes were received by the deadline of 5 August 2024 and circulated to all councillors for review. The Clerk had produced a Summary Report of quotes with names redacted for consideration at the meeting.

a) Rec Field hedges

Council approved the quote from Zac Bessell subject to confirmation of Public Liability Insurance and agreed that the work should not be carried out until the dead elm trees have been removed (see minute ref 2024/143)

COUNCIL RESOLVED TO APPROVE ZAC BESSELL AS THE CONTRACTOR AT A PRICE OF £180 excl VAT

PROPOSED BY JB; SECONDED BY IS. ALL IN FAVOUR.

Funding will be allocated from the Green Space Maintenance budget/Facilities & Amenities EMR.

b) Copse Lane car park hedges

Council approved the quote from Zac Bessell subject to confirmation of Public Liability Insurance.

COUNCIL RESOLVED TO APPROVE ZAC BESSELL AS THE CONTRACTOR AT A PRICE OF £80 excl VAT

PROPOSED BY BV; SECONDED BY AG. MAJORITY IN FAVOUR. 6 VOTES FOR; 2 AGAINST

Funding will be allocated from the Green Space Maintenance budget/Facilities & Amenities EMR.

2024/143 Rec Field – to consider the quotes received for the removal of the dead Elm trees

Two contractors were approached for quotes and two quotes were received by email by the deadline of 5 August 2024 and circulated to all councillors for review. The Clerk had produced a Summary Report of quotes with names redacted for consideration at the meeting. Council approved the quote from Sibley Landscapes but requested that the Clerk contact the contractor to request that the wood be left on site in order that it can be logged and distributed as wood fuel to pensioners in the village. The Clerk will ask the contractor to adjust the quote accordingly.

COUNCIL RESOLVED TO APPROVE SIBLEY LANDSCAPES AS THE CONTRACTOR AT A QUOTED PRICE OF £780 excl VAT (to be re-negotiated as above)

PROPOSED BY JB; SECONDED BY AG. MAJORITY IN FAVOUR. 7 VOTES FOR; 1 AGAINST.

Cllr N Matravers voted against the proposal as he felt this work could be carried out by local volunteers at a significantly reduced cost. The Clerk advised that it was more appropriate for this work to be carried out by a contractor.

Funding will be allocated from the Facilities & Amenities EMR.

Cllr N Matravers declared an interest in agenda item 7 as one of the contractors quoting for the works is a relative. Cllr N Matravers declared an interest, left the meeting for this agenda item and did not take part in the vote.

2024/144 Cemetery – to consider the quotes received for the removal of the soil heap

Three contractors were approached for quotes and two quotes were received by email by the deadline of 5 August 2024 and circulated to all councillors for review. The Clerk had produced a Summary Report of quotes with names redacted for consideration at the meeting. Council approved the quote from Homefield Equestrian subject to confirmation of Public Liability Insurance and Waste Carrier Licence. The works will need to be carried out in August/September while the land is dry.

COUNCIL RESOLVED TO APPROVE HOMEFIELD EQUESTRIAN AS THE CONTRACTOR AT A QUOTED PRICE OF £990 no VAT

PROPOSED BY IS; SECONDED BY SR. ALL VOTING IN FAVOUR.

Funding will be allocated from the Cemetery budget/Facilities & Amenities EMR.

2024/145 Bus Shelter – to consider the quotes received for the replacement of the roof

Three contractors were approached for quotes and three quotes were received by email by the deadline of 5 August 2024 and circulated to all councillors for review. The Clerk had produced a Summary Report of quotes with names redacted for consideration at the meeting. Council approved the quote from Roofer South West. The contractor has offered the first week of September as a provisional start date for the works.

COUNCIL RESOLVED TO APPROVE ROOFER SOUTH WEST AS THE CONTRACTOR AT A PRICE OF £2950 no VAT

PROPOSED BY IS; SECONDED BY BV. ALL IN FAVOUR.

Funding will be allocated from the Facilities & Amenities EMR.

2024/146 Bench repairs – to consider repairs to the bench at the end of Merryfield Lane (replace paving slabs around the bench, restore ironworks, repaint and renew back slats)

Council approved the works as detailed above and agreed to obtain quotes for the necessary ground works. Parish Councillors will remove the bench and organise the necessary iron works.
**COUNCIL RESOLVED TO APPROVE THE WORKS AS DETAILED ABOVE AND AGREED THAT THE CLERK WOULD OBTAIN QUOTES FOR THE GROUNDWORKS FOR CONSIDERATION AT THE SEPT MEETING
PROPOSED BY AG; SECONDED BY NM. ALL IN FAVOUR.**

ACTION: CLERK/CLLRS GORDON/MATRAVERS

Funding will be allocated from the Facilities & Amenities EMR/Other Village Maintenance budget.

2024/147 Financial

i) Schedule of Payments for August – to consider for approval (See Appendix to the mins)

Cllr N Matravers declared an interest in the payment to Homefield Equestrian as the contractor is a relative. Cllr N Matravers did not take part in the vote to approve the Schedule of Payments.

An interim payment run was organised in late July for payments approved by Council. An additional payment run is necessary in August before Council meets formally in September. The Clerk noted that the payment to Homefield Equestrian for £480 related to verge cutting at the Frost Lane junction approved by Council at the 11 June meeting. This work also included some minor groundworks to ensure good visibility at this junction.

Council agreed to review the schedule of works completed for the Grounds Maintenance Contract at the September meeting.

**COUNCIL RESOLVED TO APPROVE THE SCHEDULE OF PAYMENTS FOR AUGUST EXCLUDING THE OUTSTANDING SALC INVOICES WHICH WILL BE DEFERRED TO SEPTEMBER PENDING FURTHER CLARIFICATION
PROPOSED BY BV; SECONDED BY LP. ALL VOTING IN FAVOUR.**

ii) Annual servicing of mowers/strimmers – to approve additional cost of £125.50 in excess of £500 ex VAT approved at the June Extraordinary Meeting

Cllr B Vance queried whether the annual service included the Hand Arm Vibration check – Cllr J Bennett will check this.

**COUNCIL RESOLVED TO APPROVE THE ADDITIONAL COST FOR THE ANNUAL SERVICING OF THE COUNCIL EQUIPMENT
PROPOSED BY AG; SECONDED BY JE. ALL IN FAVOUR.**

ACTION: CLLR J BENNETT

The meeting closed at 7.35pm

Date of next Parish Council Meeting: Tuesday 10 September at 6.30pm at Merryfield Hall

Signed

Date

Initial