

## ILTON PARISH COUNCIL

Councillors are summoned to the meeting of the Parish Council  
To be held at Merryfield Hall on Tuesday 13<sup>th</sup> February 2024 at 6.30 p.m.

The meeting will commence after an open session for Ilton Parishioners only.  
The period of time designated for the open session is a maximum of 30 minutes, with 3 minutes allowed per speaker.

1. **Attendance and Apologies**
2. **Declarations of Interest**
3. **Somerset Council Councillor Report**
4. **Minutes of the Parish Council Meeting held on 9<sup>th</sup> and 23<sup>rd</sup> January 2024:** To approve minutes as a true record of the previous meeting.
5. **Planning Applications:**
  - a) 23/03105/FUL: Frost Farm Frost Lane Ilton Ilminster TA19 9EU - Proposed alterations to access and the erection of a dwelling.
6. **Accounts and Financial Information:**
  - a) To receive the financial statement up to 31/01/24
  - b) To approve payments requiring authorisation
7. **Locum Clerk:** To ratify appointment of a Locum Clerk.
8. **Councillor Responsibilities:** To consider areas of responsibility
9. **Staffing Committee:** To appoint a staffing committee and agree terms of reference.
10. **Finance Committee:** To appoint a finance committee and agree terms of reference.
11. **Parish Council Vacancy:** To agree date for closing of applications and meeting date for co-option.
12. **Merryfield Messenger Funding:** To consider continuation of funding printing costs for the publication.
13. **Councillor Training:** To consider requests and costs for Councillor training.
14. **Young Person of the Month 2024:** To consider any nominations for the monthly award.
15. **Updates and Outstanding Items:** To receive any updates not covered by other agenda items.
16. **Matters for report only**
17. **Items for the next meeting**
18. **Exempt Business:** To consider that in view of the commercially sensitive nature of the business about to be transacted (item 19), it is advisable that the press and public be temporarily excluded while members consider this item in accordance with the Public Bodies (Admission to Meetings) Act 1960.
19. **Grounds Maintenance Contract:** To review additional information requested from selected contractor and agree next steps.

**Date of next Ordinary Parish Council Meeting - Tuesday 12<sup>th</sup> March 2024, 6.30pm at Merryfield Hall**