

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 24th JUNE 2025 AT MERRYFIELD HALL, ILTON

Terry Heath

Clerk to the Parish Council
17th June 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 annual meeting held on 27th May 2025 and the extraordinary meeting held on 12th June 2025

4. PUBLIC SESSION

Members of the public may raise any appropriate matter for report

5. COUNTY COUNCILLOR REPORT

A report to be provided by County Councillors

6. FINANCIAL MATTERS

- a. Bank Reconciliation Statement as of 17th June 2025 – for **APPROVAL**
- b. Members will be asked to **APPROVE** a list of payments and **NOTE** receipts. Details circulated prior to the meeting by the Clerk
- c. Members are requested to **APPROVE** the Clerk holding a debit card on behalf of the Council. Prior to any debit card transactions being made, written authority must be given by either the Chair or Vice Chair of the Council
- d. Council is asked to **APPROVE** the dispensing of 'petty cash' as recommended by the internal auditor
- e. Members to **APPROVE** an investment strategy, issued prior to the meeting by the Clerk
- f. Council is requested to **AUTHORISE** the setting up of a new budget line titled 'Chairmans allowance' and move £100.00 of budget from play equipment maintenance into it
- g. Council is requested to **APPROVE** Picus inspection of the Wellingtonia tree in the churchyard at a cost of £400.00 plus VAT

- h. Members are asked to **APPROVE** expenditure of up to £100.00 for the repair of the broken handrail (Cad Road)

7. VOUNTEERING

Council to **APPROVE** the setting up and **APPOINTING** of members to a short term 'Task and Finish' group, led by the Clerk with the objective of recommending to Council a revised process for undertaking voluntary work on behalf of the Council. The group to consider, but not limited to, tasking, risk management, reporting and budgetary controls.

8. RECREATION GROUND

Council to **APPROVE** the setting up and **APPOINTING** of members to a 'Task and Finish' group, led by the Chair, to consider future development of the recreation ground. Appointed members to the group shall develop and obtain Council approval of the groups the Terms of Reference

9. PLAY AREA

Members are asked to **APPOINT** a Councillor to lead on considering options for the play area space, vacated by the bike track

10. BROOK GREEN

Council to **APPOINT** a member to lead on considering options for repair or replacement of the damaged wooden fence at Brook Green and report back to Council with a recommendation.

11. FOOTBALL PITCH

- a. Council to **APPOINT** a member to develop a recommended annual maintenance schedule with associated costs for the football pitch and report back to Council prior to September 1st 2025
- b. An **UPDATE** to be provided on approved pre-season works

12. CEMETERY

Council to **APPOINT** the Chair to develop a set of 'ground rules' for the cemetery and report back to Council for approval

13. FULL COUNCIL MEETING SCHEDULE

Council to **APPROVE** amendments to its 2025/2026 meeting schedule by adding a full Council meeting in August and cancelling the December meeting

14. CRIME, DISORDER AND COMMUNITY SAFETY

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

15. HIGHWAY MATTERS

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

16. CORRESPONDENCE

To **CONSIDER** any correspondence that requires a Council decision

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

18. DATE AND TIME OF NEXT MEETING

The next meeting of council is planned for Monday 29th July 2025 starting at 6.30pm.