

ILTON PARISH COUNCIL

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Public Session

Four members of the public spoke regarding a grant towards the poppy making group, hedge cutting at the recreation field and the reduction in public session agreed by the Parish Council at its previous meeting. A representative of the cricket club requested the use of the overflow car park for the village Fun Day on 5th July 2026. Written responses will be provided by the locum clerk in due course.

Somerset Council Councillors

There were no Somerset Councillors in attendance.

The Minutes

Minutes of a meeting of the **Ilton Parish Council** held at the Merryfield Hall, Ilton on **Tuesday 16th June 2026** at 6.30pm when the following business was conducted.

Voting Procedures – please see note at end of minutes.

PRESENT Councillors J Bennett (Chairman), A Pidgeon, K Simpson, K King, I Sherwood, S Ripley, N Matravers, A Gordon and J Easterbrook together with the Locum Clerk and Locum support.
13 members of the public present.

6.1 To receive any apologies for non attendance

There were no apologies for absence.

6.2 To receive any declarations of interest

Cllr K Simpson declared an Other Registerable Interest in Agenda item 6.6, Planning, as a near neighbour to the application.

6.3 To receive and approve the Minutes of the the AMPC on Tuesday 26th May 2026.

The minutes were approved as a correct record of the meeting and signed by the Chairman. Proposed and seconded 9-0-0.

6.4 Chairman's Announcements

The Chairman noted that the invoice from Somerset Council for the recent election for £4565.95 had been received and would be presented for payment in July.

6.5 Finance & General Purposes

- a) The items of expenditure were noted and the payments list was approved 9-0-0
- b) The receipts list was noted
- c) The budget movements were noted
- d) The Locum clerk provided a verbal update on the AGAR submission to PKF the external auditors
- e) The RFO report and bank reconciliation was noted

6.6 Planning

- a) 15 St Peters Close - council resolved to accept the application. Proposed and seconded 8-0-0 One Councillor declared an interest so did not vote.

6.7 To review clerks IT equipment and approve updates

A short discussion was had and it was resolved that the locum clerk would circulate the cost options of a new laptop and printer to Councillors ready for the July Council meeting. Council confirmed inclusion of latest copy of Arnold Baker book on Local Council Administration to be added to costs.

6.8 To discuss Councillor training and approve costs and dates

New Councillors King and Simpson to attend Councillor Essentials training undertaken by SALC at a cost of £25 each. The Chair noted the intention for SALC to provide in-person training for all Councillors in due course. Proposed and seconded 9-0-0

6.9 To approve Somerset Landscape invoice for painting of swings and multiplay structure in the playpark

Approved. Proposed and seconded 9-0-0

6.10 To consider request for contribution towards fencing costs in Churchyard

Following discussion and clarification of the shrub clearance work undertaken in the Churchyard it was proposed the Parish Council do not contribute towards the resident's fencing costs. Proposed and seconded 9-0-0

6.11 To consider grant application from Village Hall Committee

It was proposed that the Parish Council contribute 50% £180.50 to the Village Hall Committee towards

the purchase of a shed for the storage of a lawn mower. Proposed and seconded 7-0-2

6.12 To discuss and determine future of Ilton footpaths

The Chair clarified that although footpaths were the responsibility of Somerset Council, she proposed that an open evening be held to encourage volunteers to step forward to cover minor maintenance and liaise with Somerset Council on issues requiring attention. Proposed and seconded 9-0-0

6.13 To discuss and determine document storage

The locum clerk advised of the need to digitize and archive the Parish Council's documents. It was proposed that the Village Hall Committee be approached to store a locked filing cabinet in their store room to centralise records and the locum clerk to start digitizing appropriate records and send relevant documents to Somerset Archive. Proposed and seconded 9-0-0

6.14 To approve the costs of maintenance of the churchyard path

Quote A was approved. Proposed and seconded 9-0-0

6.15 To approve cost of emptying dog/litter bins in the parish

The locum clerk advised that although the Somerset Council quote for the emptying of dog and litter bins was £2028.00 she felt the calculation was incorrect by approximately £338 and she would clarify this. It was resolved to accept the Somerset Council quote subject to clarification. Proposed and seconded 9-0-0

6.16 Items for debate and potential decision that may require action

- a. It was resolved to seek a cost from Atlas Security for the cost of producing all the necessary risk assessments for the Parish Council. 9-0-0
- b. The Councils Complaints and Vexatious Complaints policy was reviewed and approved. 8-1-0
- c. The following actions were agreed regarding the Rec project;
 - i. Existing contractor was approved to undertake hedge and tree maintenance. Three quotes to be obtained to clear the south ditch and 5 french drains. Proposed and seconded 9-0-0
 - ii. Following discussion it was agreed that a working party be established to confirm potential position, maintenance, insurance, contractors and ongoing management of the proposed enclosed dog park. Three quotes to be obtained for the fencing work.
 - iii. The 6 year license for three pitches from Ilminster Youth FC was debated and it was resolved to enter into discussion with Ilminster Youth FC regarding the 6 year license. Proposed and seconded 7-1-1
 - iv. It was resolved to engage Minster Architecture to prepare and submit the planning application for the car park for £900 + VAT. Proposed and seconded 8-0-1

6.17 To receive any additional reports from Councillors

Cllr Gordon reported that the contractor would complete the work at Brook Green the following week. Cllr Ripley asked for confirmation of the number of grass cuts completed by the contractor.

6.18 Other matters referred to officers

The Locum Clerk read an email from a local resident regarding the proposal by Ilminster Youth FC regarding the 6 year license for the use of the recreation field. In addition locum clerk advised that two Code of Conduct complaints submitted to the Somerset Council Monitoring Officer had been decided as no case to answer.

6.19 Date of next meeting – Tuesday 28th July 2026 at 6.30pm at The Merryfield Hall

It was noted the locum clerk was unavailable however the locum support would clerk the meeting.

Meeting closed at 8.30 pm

Signed: J. Bennett

Dated: 28.07.2026

Voting Procedures. Councillors have 3 voting options: For, Against and Abstain. For and Against are obvious, they are either approving the motion or not approving it. Abstain is used when a Councillor feels that they do not have enough information to make a decision.