

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 MARCH 2026 AT MERRYFIELD HALL, ILTON

Jacqueline Bennett

Chairperson

18th March 2026

During the meeting there will be a public session, up to 30 minutes, to enable the electorate of Ilton to ask questions and make comments. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting. Members of the Public are asked to restrict their comments, and/or questions to three minutes. The Chair will confirm if all or part of the meeting may be filmed, photographed or audio recorded. If any member of the public has an objection to being filmed or photographed, please would they make themselves known to the Chairman or the locum Clerk before the start of the meeting.

AGENDA

1. APOLOGIES FOR ABSENCE

To receive and record apologies

2. DECLARATIONS OF INTEREST IN AGENDA ITEMS

Members to declare any interests in agenda items

3. APPROVAL OF MINUTES

To RESOLVE to APPROVE the minutes of the Full Council meeting held on the 24th February 2026
To RESOLVE to APPROVE the minutes of the extra ordinary meeting held on 16th March 2026

4. PUBLIC SESSION

Members of the public may raise any appropriate matter for report

5. PARISH COUNCIL SURGERY

To receive an update on matters raised at the January 2026 Parish Council surgery and AGREE any forward actions

6. SOMERSET COUNCILLOR REPORT

To receive a report from Somerset Council representatives

7. FINANCE

a. Bank Reconciliation

To APPROVE the bank reconciliation statement as of 28th February 2026

b. Payments and Receipts

To APPROVE a list of payments and NOTE receipts for February 2026 (details circulated)

8. COUNCILLOR VACANCY

a. To note resignation of Councillor William Vance

b. An update will be provided on the process to fill the resulting vacancy, including:

- Notification to Somerset Council and publication of the Notice of Vacancy
- The statutory period for electors to request an election

- Next steps depending on whether an election is called or the Council proceeds to co-option
- Proposed timeline for filling the vacancy and any actions required from Members

Members will be invited to NOTE the update and raise any questions

9. STAFFING COMMITTEE

To receive recommendations for appointment of Parish Clerk following interview process

10. RISK MANAGEMENT

11. REC FIELD

- a. Car Park - Members to consider and APPROVE the contractor to undertake removal of the soil bunds from the car park and the turning of the storage containers. Details of pricing circulated. If authorised, Members are asked to APPROVE the movement of funds from 26/27 Earmarked Reserves (E1) to Cost Centre 5, to be allocated under a new work-package 5.4
- b. To receive proposal for an enclosed off-lead dog area

12. PLAYPARK

- a. To consider renewal of quarterly inspection of playpark and gym equipment by Elite Inspections at a cost of £105 plus VAT per inspection
- b. To consider approval of quotation received for repainting of small multi-play and swings from Somerset Landscapes

13. PLANNING

To NOTE the position of current and determined planning applications (circulated)

14. CORRESPONDENCE

To CONSIDER any correspondence that requires a Council decision or response

15. COUNCIL ADMINISTRATION

- a. Members to advise the Clerk of items for the April 2026 meeting
- b. The date of the next full Council meeting is Tuesday 28 April 2026
- c. Members to NOTE the 2026 Annual Parish Meeting is scheduled for Tuesday 12th May 2026, commencing at 7:00pm
- d. Members to NOTE the date for the 2026 Internal Audit has been set as Monday 13th April 2026.

END OF AGENDA