

**Minutes of the Ordinary Meeting of Ilton Parish Council held in Merryfield Hall on Tuesday
12th July 2022 at 6.30 p.m.**

2022/105 Attendance and Apologies

Present

Mr I Sherwood
Mrs R Burt
Mr G MacKenzie-Green
Mr A Gordon
Mrs E Simpson
Mr A Pidgeon
Mrs K Larsson (Clerk)
Mr A Dance (County Councillor)

Apologies

Mr N Matravers
Mrs M Bullock

In Attendance

6 members of the public

2022/106 Declaration of Interest – there were no declarations of interest.

2022/107 Visitors and Public Voice

The Chairman of the Village Hall was in attendance to discuss funding for the defibrillator at the village hall. After discussion regarding the usage and costs involved, the Parish Council agreed to provide funding for the routine maintenance and costs of 4 years at a total of £1800.00 + vat. The proposal was proposed by Mrs Simpson, seconded by Mr Pidgeon and all councillors were in favour.

2022/108 Minutes of the Ordinary Parish Council meeting held on 14/06/2022

Councillors approved the minutes which were duly signed by the Chair.

2022/109 Planning Application 22/01911/HOU - Hill Farm, Cad Road Ilton, Ilminster, Somerset TA19 9HF

Councillors reviewed the applications and had no concerns. All councillors voted in support of the application.

2022/110 Accounts and Financial Information

Payments and Receipts

Financial reports for July were circulated to all councillors.

The following amount was received: £209.00, Cemetery Fees

The following cheques were raised:

001429 - £ 48.86	I Sherwood, Fuel, maintenance expenses & young person award
001430 - £ 275.13	A Pidgeon, Fuel & field planter expenses
001431 - £ 179.99	TEEC Website hosting
001432 - £ 90.00	Elite Playground Inspections
001433 - £ 576.23	SSDC Ranger, April
001434 - £ 75.00	SALC Training
001435 - £ 54.00	Cad Green Garage, Fuel for tractor
001436 - £ 22.14	A Pidgeon, Fuel for mower/strimmer
001437 - £ 12.61	G Mackenzie-Green, recreation signage fixings
001438 - £ -	K Larsson, salary & expenses
001439 - £ -	HMRC
001440 - £ -	HMRC
001441 - £ -	HMRC

2022/111 Policy Reviews

Updated standing orders and financial regulations to reflect current legislation and practices were circulated to all councillors during June.

Adoption of the updated policies was proposed by Mrs Simpson, seconded by Mr Sherwood. All councillors voted to adopt the new policies with immediate effect.

2022/112 Trailer Purchase

The field working group have been utilising a trailer belonging to a resident and private vehicles, but felt it was appropriate due to ongoing works around the recreation areas and village in general that one was purchased for use by the parish council. It was noted that the parish council had also been using a residents trailer to transport Santa around the village when he visits in December.

A number of indicative costs had been sought, with prices ranging from approximately £1,000-£1,300. Second hand trailers had been looked at, although the locations and feasibility of checking the condition made this option less difficult. It was also noted that a new trailer would come with a warranty and none of the initial potential maintenance costs of a used one, and VAT can be re-claimed on a new purchase.

Based on the indicative costs, it was proposed Mr Pidgeon that the PC purchase a trailer with a maximum cost of £1,300 (inclusive of vat). The proposal was seconded by Mr Gordon. Councillors voted 6 in favour, 1 against.

2022/113 Recreation Field Access

Quotations were sought for installing secure gated and height restriction access to the Willow Road entrance to the recreation field, however, it was felt these costs were too high.

Quotations to be sought for pop up bollard installation as a more cost effective alternative.

ACTION – The Clerk to obtain revised quotes

2022/114 Clerk Working Hours

Following a full review of actual working hours since employment commenced, it was established that the Clerk is working in excess of the agreed 30 hours per month. After presentation of the hours worked and view on efficiency of the Clerk, Mrs Simpson proposed to increase the contracted working hours to 40 per month and that the PC pay the HMRC working from home allowance of £6 per week/£26 per month with effect from 14th July 2022. Mr Mackenzie-Green seconded the proposal and all councillors voted in favour.

ACTION – Clerk to update contract of employment.

It was also proposed by Mrs Simpson that a new filing cabinet for was purchased at a cost of around £200, as the one inherited from the previous Clerk is no longer in working order and not fit for purpose. Mr Sherwood seconded the proposal and all councillors voted in favour.

ACTION – The Clerk to source a filing cabinet

2022/115 Copse Lane Overflow Car Park

Due to increasing costs in maintaining the Copse Lane land, it was proposed that a contribution from Ilton Cricket Club, as the main users of the space, should be sought. Reference was made to there having been previous communication in 2020 requesting a contribution towards maintaining the car park, but no agreement was reached.

It was noted that the sign used by Ilton cricket club states “Ilton Cricket Club car park”, but the PC felt it should be clear that the car park is not owned by Ilton Cricket Club and that it is parish council land which they have permission to utilise.

It was agreed that Mr Pidgeon would set up a working group to liaise with the cricket club and open communication on the matter. Mr MacKenzie-Green also volunteered to be on the working group. There would be no change at present to the current agreement for use.

2022/116 Young Person of the Month

It was agreed to present the award for July to Jodie Harris, who helps at many community events, such as the monthly market and helped with the school Easter Egg hunt. She was described "polite and friendly and always keen to help out". Congratulations to Jodie on behalf of the Parish Council.

2022/117 County Councillor Update

Cllr Dance reported that covid rates are currently very high in the area. Finances are an area of concern and he reported there is no budget for Local Community Networks, if planning is kept locally the planning budget could potentially be used for the LCNs. They do not expect to see the Unitary savings that were expected. There is some funding for projects available through Area North until it ceases to be a district council.

2022/118 Councillor Updates

Skate Park Funding

Lottery match funding is not currently available but there is a Reaching Communities Fund which starts at £10,000. The process takes 9 months, with a decision in principle being given after 5 months.

Community Engagement

The Facebook page continues to be very effective, and is currently reaching an average of 759 people per post. Thanks have been received from a number of residents with respect to how they feel they are being kept up to date with the information posted on the page.

Neighborhood Watch

Steve Trace, the current PCSO is moving areas but will provide a new contact once this has been established and provide them with details of the meetings. It was advised they did not feel PCSO presence was necessary in the village as there have been no reported incidents. Area crime figures for 2022 to date were reported as follows:

- 1 x criminal damage
- 2 x public order offence
- 2 x theft
- 1 x violent offence
- 11 x violence against a person

Play Park – Broken bin has been fixed, a hole filled in and damaged sign replaced. Elite Playgrounds are not able to fit the gate to the park for several months due to workloads.

Recreational Development / Playing Field

New "dogs on lead" signs have been put in place around the recreation field as agreed.

Contact number for emergency gate access from Willow Road is now in the notice board on the recreation field.

Mr MacKenzie-Green suggested looking into holding a summer event, similar to Party on the Parrett on the playing field. Ideas to be presented at a future meeting and community to be consulted by Mrs Simpson to see what support would be offered to help running such an event.

General Maintenance – Ranger Scheme

The Ranger will continue weekly visits until the end of July to keep grass cutting on track, then revert to the twice monthly schedule.

Brook Green

The damaged bridge still has some minor work to be completed, but is useable. Mr Sherwood advised the bridge from the stone track is also in need of attention. Quotations to be sought for repairs.

ACTION – Mr Sherwood / The Clerk to arrange quotations

Mr Gordon and Mr Sherwood are looking at option of installing scaffold post barriers to banks the prevent 4 x 4's driving on them.

ACTION – Mr Gordon & Mr Sherwood

Highways

Worn road markings have been reported. Ditch along roadside in Merryfield Lane has been reported but highways have responded to say it not classed as a priority for repair.

Grass cutting is being addressed in order of priority, with A & B roads first.

Cemetery – There was nothing to report

Churchyard – There was nothing to report

A358 Upgrade – Mr Matravers was absent, hence there was no report.

Footpaths – Mr Matravers was absent, hence there was no report.

Updates on other items

New noticeboard is expected to be completed within the next week or two.

2022/119 Youth Club Grant Request

A request was received from the youth club, which meets each Monday during school term time to assist with funding for the cost of the weekly hall hire. With rising costs for families, this would enable the club to offer free places to all children in the village which may otherwise not be able to attend. The youth club leaders will then be able to fundraise for new equipment for the children to use.

The full year cost for hall hire is expected to be £260. Mr Gordon proposed funding a full year hall hire costs (from September 2022), seconded by Mrs Simpson. All councillors voted in favour.

2022/120 Matters for Report Only

Mrs Simpson reported that the water containers used for the trough have been going missing. A lock and chain will be sourced to avoid any further incidences.

2022/121 Items for the next meeting

- a. Items as minuted.
- b. Village Hall grass cutting – To discuss request from Village Hall to assist with their grass cutting.

Date of next meeting: Tuesday 13th September 2022, at 6.30pm at Merryfield Hall.

Mrs Simpson gave her apologies for the next meeting.

The Chairman closed the meeting at 9.15pm.

Ian Sherwood, Chairman