

**Minutes of the Ordinary Meeting of Ilton Parish Council held in Merryfield Hall on
Tuesday 10th October 2023 at 6.30p.m.**

2023/148 Attendance and Apologies

Present: Cllrs Kelaart, Calvert, Pike, Vance, Bennett and Ripley (*note Cllr Ripley arrived at 7.15pm*);

Somerset Council Cllr Roundell Green and Mrs Larsson (Clerk)

Apologies: Cllr Sherwood and Somerset Council Cllr Dance

In attendance: 6 members of the public.

2023/149 **Declarations of Interest** There were no declarations of interest.

2023/150 Somerset Council Councillor Report

Cllr Roundell Green advised that the Somerset Council is not in a good position and they are looking at what services could potentially be taken over at local Town and Parish Council level and that there was potential within LCNs for parishes to possibly join together to provide certain services. Cllr Roundell Green commented that unfortunately increases in council tax over the years have not been large enough to keep up with rising costs.

A full written report was also circulated to councillors and this will be published on the parish council website.

2023/151 Minutes of the Ordinary Parish Council meeting held on 12th September 2023

Minutes were approved unanimously by councillors.

2023/152 Planning Applications

a) 23/02080/FUL: Plot 5 Conquest Business Park, Old Way, Ilton, Ilminster – Proposed erection of Commercial Unit for B1 and B2 Use to include yard, car parking and associated works.

The council agreed to submit a 'support' response on the basis that the proposal would provide local employment opportunities.

The response will be submitted to Somerset Council Planning and will subsequently be available on the respective application on the Planning Portal <https://www.somerset.gov.uk/planning-buildings-and-land/view-and-comment-on-a-planning-application/?district=South+Somerset>

2023/153 Accounts and Financial Information

All reports were circulated to councillors for review in advance of the meeting.

a) The council approved the financial statement up to 30/9/23.

b) The council approved the list payments, which is annexed at the end of the minutes.

c) The Clerk advised that the Conclusion of External Audit is now available on the parish council website. No matters were raised by the External Auditor that had not been brought to their attention through the internal audit process and submitted documents.

The Clerk advised that these areas were being addressed, and a Financial Risk Assessment has been drafted and planned to be added to the November agenda for consideration. Finding historical purchase information for the asset register will be more difficult, but the Clerk advised that the asset register can now easily be kept up to date with additional purchases using the new finance system.

2023/154 Village Green Space & Grounds Maintenance

After lengthy discussion about requirements and existing arrangements, it was agreed that due to the low numbers of volunteers and vast scale of works the Council would advertise for tenders for all of the village green space maintenance, ensuring this covers a 'worst case' scenario. The scope was agreed, taking into account which items were necessary and which would be optional, depending on costs and demand. The invitation for tender will be published soon and any interest parties should contact the Clerk in the first instance.

2023/155 Remembrance Sunday

Cllr Kelaart advised that the road closure application is being processed, with thanks to Somerset Council for prioritising this with short notice. The cross and soldier silhouettes will be erected on the village green for the 1st November. Soldiers will again be available for sponsorship. The council is asking for £20 per soldier, with all proceeds going to the Royal British Legion. If you are interested in sponsoring a soldier, please contact Cllr Vance.

The council discussed purchase of a wreath from the RBL again this year, but it was commented that the wreath from last year was kept and if possible, could be used again in the interest of being environmentally responsible. In this instance, the donation of £25 could still be made. All councillors were in agreement. Cllr Bennett will check the condition of the wreath and advise.

2023/156 Christmas Tree

Councillors agreed unanimously to purchase a Christmas Tree for the village green from Yarcombe Woodland Products, at a cost of £108 + vat. This is a small increase of £4 from last year. Cllr Pike will check the lights are still working, but the council agreed that it may be necessary to replace some. Delivery dates permitting, the tree will be erected on the green for the 1st of December.

2023/157 Policy Reviews

The Clerk circulated the following policies to councillors in advance of the meeting: Complaints, Vexatious Complaints, Grievance and Disciplinary. Councillors voted in majority to adopt the new policies, with one councillor abstaining as they had not had an opportunity to review them before the meeting. The policies will be made available on the parish council website.

2023/158 Speeding

After discussion of the costs and possible impact of implementing SIDs, councillors did not feel it would be an appropriate use of funds at present and decided not to look further into this proposal. Cllr Kelaart will investigate other options for traffic calming in the village, including SpeedWatch.

Specific comment was received regarding drivers' behaviour of one company located at Ilton Business Park, and it was agreed that the Clerk would write to them to advise the concerns that have been raised. Residents are reminded that speeding and dangerous driving need to be reported to the Police so they can take appropriate action. The following link can be used:

<https://www.avonandsomerset.police.uk/report/> or alternative call the either the non-emergency number 101, or 999 if appropriate. This information will be added to the next Merryfield Messenger to ensure all residents are aware.

2023/159 Young Person of the Month No nominations were received.

2023/160 Councillor Updates

Brief updates were provided by councillors on any areas of responsibility, with key items of note below. Due to having recently filled vacancies on the council, not all areas have a dedicated councillor. This will be discussed at the next meeting.

Footpaths

- Cllr Bennett enquired about the process of rights of way being added to the definitive map, as the deadline for this to be done by is 2026. Cllr Ripley will liaise with her Rights of Way contact at Somerset Council to establish if this is for existing, closed and/or new rights of way and report at the next meeting.

2023/161 **Matters for Report**

The council were pleased to receive awards again this year from the Somerset Playing Field Association. A Bronze award was received from the Play Park and a Commendation for the Recreation Field.

Cllr Kelaart wished to take an opportunity to thank the volunteers for all their efforts in maintaining areas around the village, including the village green, cemetery and churchyard.

2023/162 Outstanding Actions not covered in agenda items: None.

2023/163 Summary of actions from the meeting

- a) Order Christmas tree – Clerk
- b) Check Christmas lights - LP
- c) Soldier sponsorship to be published – SK
- d) Remembrance wreath – JB/Clerk
- e) Enquire re: registering rights of way - SR
- f) Letter to business park company re: driving – Clerk
- g) Draw up tender document for green space maintenance - Clerk

2023/164 Items for the next meeting

- a) Councillor responsibilities
- b) 2024/24 Budgets

Councillors should notify the clerk of motions for inclusion at the next meeting at least 7 clear days before the date of the meeting.

Date of next meeting: Tuesday 14th November, at 6.30pm at Merryfield Hall

It was agreed to postpone the extraordinary meeting for the Recreation Field development until quotes for maintenance were received and considered. The remaining funds restricted to the recreation field were awarded for development and maintenance, and with the change in requirements for maintenance it was felt that these costs and the impact on the precept should be considered first.

The Chairman closed the meeting at 8.55pm.

Sean Kelaart, Chairman

Annex 1. Payments Authorised

Payments - October 2023					
Voucher N	Date	Total	Description	Supplier	Minute Ref
33	12.07.2023	£1,056.28	Ranger	Somerset Council	
34	12.07.2023	£845.02	Ranger	Somerset Council	
65	11.10.2023	£750.00	Bridge Repairs	George Montague (George Montague Countryside Services)	2023/137
66	11.10.2023	£960.00	Green Space Maintenance	Zac Bessell Agricultural Services	2023/121
67	10.10.2023		Salary	Kim Larsson	
68	11.10.2023	£732.00	Brook Green Bank Fencing	George Montague (George Montague Countryside Services)	2023/137
69	11.10.2023	£99.00	Playground Inspection	Elite Playground Inspections	
70	11.10.2023	£24.53	Administration Expenses (Clerk)	Kim Larsson	
76	11.10.2023	£270.00	Green Space Maintenance	George Montague (George Montague Countryside Services)	2023/121
Payments Since Last Meeting					
Voucher No	Date	Total	Description	Supplier	Minute Ref
63	15.09.2023	£182.03	MUGA Electricity	Green Energy	
64	22.09.2023	£151.19	Website Hosting	TEEC Limited	

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