

# 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 28<sup>th</sup>  
OCTOBER 2025 AT MERRYFIELD HALL, ILTON**

*Terry Heath*

Clerk to the Parish Council  
21<sup>st</sup> October 2025

*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 Parish Clerk before the start of the meeting.*

## **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 meeting held on 23<sup>rd</sup> September 2025

### **4. PUBLIC SESSION**

Members of the public may raise any appropriate matter for report

### **5. SOMERSET COUNCILLOR REPORT**

A report to be provided by Somerset Councillors

## 6. FINANCIAL MATTERS

- a. Bank Reconciliation Statement as of 30<sup>th</sup> September 2025 – for **APPROVAL**
- b. Members will be asked to **APPROVE** a list of payments and **NOTE** receipts for September 2025. Details circulated prior to the meeting by the Clerk
- c. Council members to **NOTE** receipt of the RFO financial report for period ending 30<sup>th</sup> September 2025, including the accounting statement
- d. Council to **APPROVE** dispensing with the Scribe accountancy package from 1<sup>st</sup> April 2026, thus making a saving in financial year 26/27 of £487.20
- e. Members to **NOTE** the removal from the Lloyds bank mandate of previous Clerk, Mrs A Dallaway

## 7. INFORMATION TECHNOLOGY POLICY

Council is requested to **RESOLVE to ADOPT** an information technology policy, previously issued to members

## 8. DATA PROTECTION OFFICER

Members are asked to **CONFIRM** the appointment of the Clerk as its Data Protection Officer (DPO)

## 9. PLANNING

- a. Council to **SANCTION** new planning applications received since the last Parish Council meeting
  - i. **25/02381/S73A** - S73A application to vary condition 2 (approved plans) to allow changes to fenestration, addition of PV panels, re-positioning of flue, addition of cladding to west elevation, layout changes and erection of car port building which is also to serve as bat mitigation. In relation to planning approval 18/03961/FUL Conversion of a barn into two residential dwellings with associated parking and domestic gardens. Barn Conversion, Drakes Farm, Church Road, Ilton, Ilminster, Somerset
  - ii. **25/02402/S19** - S19 application to vary condition 2 (approved plans) to allow changes to fenestration, addition of PV panels, re-positioning of flue, addition of cladding to west elevation, layout changes and erection of car port building which is also to serve as bat mitigation. In relation to planning approval 18/03962/LBC for Conversion of a barn into two residential dwellings with associated parking and domestic gardens. Barn Conversion, Drakes Farm, Church Road, Ilton, Ilminster, Somerset
- b. Council to **NOTE** the position of current and determined planning applications, details circulated to members ahead of the meeting

#### **10. VOLUNTEER GROUP**

- a. Cllr Pidgeon to **REPORT** on tasks delivered since last meeting
- b. Members are asked to **APPROVE** the renewal of the Agricultural Vehicle insurance policy at a cost of £303.80
- c. Council is requested to **APPROVE** the purchase of 20 lamp post poppies at a cost of £95.00

#### **11. PARISH RANGER**

Members to **APPROVE** a prioritised list of tasks for the Parish Ranger

#### **12. CRIME, DISORDER AND COMMUNITY SAFETY**

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

#### **13. HIGHWAY MATTERS**

- a. To **RAISE** any concerns or issues within the Parish that require action
- b. Council to **APPROVE** the forming, under the leadership of Cllr. Vance a speed watch group who initially shall consider the objectives, benefits, costs and administration with recommendations made back to Council at a future meeting. Council to request support from members of the public to join the group

#### **14. CORRESPONDENCE**

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

#### **15. ITEMS OF INTEREST AND AGENDA ITEMS FOR THE NEXT FULL COUNCIL MEETING**

Members to **ADVISE** the Clerk on agenda items to be considered at the November 2025 meeting

#### **16. DATE AND TIME OF NEXT MEETING**

The next meeting of council is planned for Tuesday 25<sup>th</sup> November 2025 starting at 6.30pm

**END OF AGENDA**