

ILTON PARISH COUNCIL

25 Aug

E-Mail: clerk@iltonparishcouncil.gov.uk

Web: www.iltonparishcouncil.gov.uk

Public Session

Three members of the public spoke regarding:

- The desire for some sort of speed mitigation measures.
 - See agenda item 8.3 below
- When the minutes of the June meeting were to be uploaded to the website
 - Clerk to expedite as soon as possible
- Why the council appointed Atlas Management to undertake risk assessments.
 - The Chair reiterated that the decision to appoint was taken through Council and the previous clerk under delegated powers which the Cllr Matravers and Pidgeon confirmed.

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 25th August 2026** at 6.30pm when the following business was conducted.

PRESENT

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

8.1 To receive any apologies for non attendance

There were no apologies for absence.

8.2 To receive any declarations of interest

There were no declarations of interest declared.

8.3 To receive and approve the Minutes of the full nmeeting on Tuesday 28th July and the re-run meeting of Tuesday 12th July 2026.

Councillor Simpson wanted to address that he individually felt the minutes should be longer and more detailed. Cllr Simpson also pointed out that the CloudyIT cost had been omitted. The locum clerk added that she is happy to include the individual cost which was ££3832.76. plus an annual fee of £120 and monthly fee of £159.96

All figures will be being lower when a final quotation is supplied.

The minutes were approved as a correct record of the meeting and signed by the Chairman. Proposed and seconded 8-0-0.

8.4 Chairman's Announcements

The Chairman noted the unfortunate resignation of Cllr Gordon and thanked Cllr Gordon for his public service to the council and residents of Ilton parish. The Chairman noted that the council will know if an election has been called on the 27th August by Somerset Council.

8.5 Finance and General Purposes

The Chairman requested the locum clerk to chase the ground maintenance contractor to do the paths from Cottage Corner and Copse Lane and other works within the contract against potentially withholding the next invoice until the full job is completed. Cllr Pidgeon noted that Council should seek legal advice to ensure the council is covered. Councilors felt the locum clerk should make the initial approach after having looked at the contract. The locum clerk will ask for a work spreadsheet which was omitted from the last invoice submission.

A) The items of expenditure were noted and the Scribe payments list was approved (subject to the above) proposed and seconded 8-0-0

B) The receipt list was noted as no receipts had been received.

C) The locum clerk explained that she does not have access yet to all the online banking and therefore the bank statements. This means she is currently only able to provide the one reconciliation of the current

account using the information provided by the Chairman. The locum clerk had provided Councillors via email an update on the Scribe accounting package and offered to demonstrate its functionality to any Cllrs who wished to see the accountancy package in action. The locum clerk gave an RFO report which was noted by council. Bank reconciliation therefore of the current account was duly noted by Council.

8.6 Planning matters – to review and consider the applications received

26/01729/REM – Land Os 4025 Frost Lane

Councillors debated the application and resolved to support the reserved matters.

Proposed and seconded 7-1-0

Locum Clerk to inform Somerset Planning Office

26/01730/FUL – Brook Acre Farm, Ilford Lane

Councillors resolved to accept the application. Proposed and seconded 8-0-0

Locum Clerk to inform Somerset Planning Office

8.7 Update on MUGA carpark

An update was provided by the Chairman stating the planning has been submitted and awaiting hearing back. The update was noted by council.

8.8 Cemetery Gatepost

Council was updated by Cllr Sherwood on the condition of the base of the gatepost that rotted and needs replacement.

Locum Clerk to seek quote.

8.9 Play park repairs

The play park damage (2 holes in the old basketball area) was debated and it was agreed the locum clerk will contact the contractors and request they come and undertake remedial works.

Locum Clerk to action

8.10 To discuss the budget, marketing and proposals for the village consultation for the potential off-lead dog area and decide next steps

Councillor King provided Council with a summary of the reports sent to Cllrs and after debate Cllrs agreed to await further information on budget, costs of fencing including instillation, costs of emptying the dog poo bins and who is going to undertake that, what is the additional costs of insurance to council as a further risk assessment will be required. Cllr Simpson proposed that the siting of the dog park be set as per reports. Proposed and seconded. Dismissed: 2-5-1

Council requested the locum clerk to undertake a pre planning application to Somerset Council and make enquiries with Councils insurers. Proposed and seconded 8-0-0

Locum Clerk to action insurance and planning

8.11 To approve designs and costs for the covered shelters proposed for the village

It was agreed to defer this item until further quotes can be obtained. Proposed and seconded 8-0-0

8.12 To receive an update on the proposals from Ilminster Football club

Chairman provided an update. Ilminster football club are happy if permitted to bring youth football to Ilton. Currently requesting three pitches of 1 existing, one 7 aside and 1 9 aside, they will provide risk assessments, safeguarding duties, lavatories and pitch line marking. The club are prepared to apply for grants to assist with maintenance. The formal proposal will come to council at the next meeting with a presentation from Council noted the update.

8.13 To discuss the specification for clearing of the ditches and french drains to the South side of the recreation ground and approve moving to tender stage.

This item was agreed by Council to be heard collectively with item 8.17

8.14 To approve the costs of removing the mound on the rec.

Council agreed to defer until further quote have been obtained.

Locum Clerk to Action

8.15 To discuss and approve amending the Communication, Engagement and Social Media Policy

- Para 3.1 remove the requirement for some items to be put on the website
- Addition: Recording of PC meetings for accuracy purposes

The locum clerk requested this be deferred due to lack of time to update the policy according to SALC advice recently obtained.

8.16 To revisit the installation of SIDs in the village to monitor speeding vehicles

A debate was had with historical information coming forward from a member of the public and it was agreed the locum clerk should request Somerset Council highways undertake a site visit to establish if there are any permitted sites for SID location in the first place at Somerset Councils advertised cost. Proposed and seconded 8-0-0

Locum Clerk to action meeting with Highways

8.17 To discuss and approve specifications for repair of pathway in Rec

Costs were discussed of already obtained quotes for the drains etc in agenda item 8.13 and the path as it was felt the two go together. Council wished to get the path done as soon as possible and the locum clerk is to obtain a further quote as soon as possible. Whilst seeking quote for the path, a revised quote is to be sought for the ditch and spurs only. Proposed and seconded 8-0-0

Locum Clerk to Action

8.18 To debate installation of water butts at the garden plots and if approved decide specifications

It was proposed to defer to thoroughly go through the memorandum of understanding as it is unclear currently what may or may not be permitted. Council noted to defer this item for that reason.

Locum Clerk to review Memorandum

8.19 To discuss putting up the tennis nets on the MUGA

It was agreed to advertise the fact that tennis nets are available on Facebook, website and notice board. Proposed and seconded 8-0-0

Locum Clerk to Action

8.20 To approve a change of the previously approved pre-planning company to the Somerset Council service.

It was agreed to use the pre planning application service of the local planning authority, Somerset Council. The company previously approved do not provide the service the Council requires. Budget is £100 or under. Proposed and seconded 8-0-0

Locum Clerk to Action meeting with Planning Officer

8.21 To receive any additional reports from Councilors

Councilor Matravers updated the work on the volunteer group
recreation field hedge cut

Isle Abbots/Cad Road splays have been trimmed and tidied, due to the drought no grass cutting was needed
Councilor King noted a bench needed attention (picnic bench on Eastern side of MUGA) and the volunteers will address.

8.22 Clerk's Updates

To update the Council on Gritting status - the locum clerk updated Councilors on gritting by Somerset Council highways following her request and reasoning for having roads through the community on the gritting route.

Locum Clerk to continue to pressure SC for gritting route to include Ilton

8.23 Date of next meeting – 22nd September 2026 at The Merryfield Hall 18.30 hours

Meeting closed at 8.20pm

Signed: *J. Bennett*

Dated: 22.10.2026