

MUDFORD PARISH COUNCIL

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MINUTES OF A MEETING OF THE PARISH COUNCIL –Thursday 16th May 2019, Mudford Village Hall at 7pm

PUBLIC SESSION

Following the recent election, all Councillors present signed the Acceptance of Office form and the Clerk circulated the Register of Interest forms.

1	Election of Chair. Nominations for the Chair were invited. Stephen Bartlett was nominated by TC and seconded by NL. RESOLVED: SB was unanimously elected as Chairman and signed the Acceptance of Office.
2	Election of Vice Chair. Nominations for Vice Chair were invited. Tony Cavalier was nominated by SB and seconded by NL. RESOLVED: TC was unanimously elected as Vice-Chairman.
3	Co-option of Councillor. Although not present, LW had contacted the Clerk to express his wish to be co-opted back onto the Parish Council for Mudford Urban Ward. KM proposed and NL seconded the co-option. RESOLVED: LW be co-opted onto Mudford Parish Council as the Mudford Urban representative. Clerk to arrange for Acceptance of Office and Register of Interest forms to be completed by all Councillors not present.
3	Attendance and to receive any apologies for absence and to consider acceptance of the reason. Apologies were received and accepted from Lawrence Weir (LW), Phil Sargent (PS), June Lydon (JL), Jean Jones (Village Hall Committee).
4	Declarations of Interests. KM declared an interest in Item 10.
5	Allocation of parish post representatives including: Planning – SB, TC, NL, KM Highways – TC, NL Parish Environment Warden – It was agreed that this would be covered by all as required, but generally it would be removed from the Agenda as a report. Parish Paths – NL, LW Finance – JL, TC Communications – JL, SB SALC – KM RESOLVED: It was unanimously agreed to allocate the parish posts as indicated above.
6	Reports. To hear reports from: County and District Councillors. There were no Councillors present Police. The Clerk had not received a report Village Hall Committee. The Village Hall report had been heard at the APM Clerk. The Clerk reported that planning application comments had not been appearing on the website, she had contacted SSDC planning and they hope to improve the situation. Purchase of a filing cabinet as agreed 28/04/18, with quotations obtained, was required. It was agreed that the Clerk could go ahead with the purchase.
7	To approve as a correct record the minutes of the Parish Council Meeting held on 25th April 2019. RESOLVED: It was unanimously agreed to approve the minutes of the meeting held.
8	To consider the following planning applications and make recommendations to the planning officer There were no planning matters to consider.
9	To receive the following determination of planning notices: There were no determinations to receive.
10	Other planning matters. To consider further the suggested meeting with representatives from the PC and SSDC, to discuss the West Farm Planning Appeal process and/or the complaints against SSDC's handling of the Appeal. It was discussed and considered that a meeting with SSDC planning was not required as the process was understood and that pursuing a meeting with the planning inspector was futile as this was likely to be refused. Councillors further expressed their frustrations & disappointments in the process, however.
11	Council Matters Cemetery <ul style="list-style-type: none">• Cemetery headstones risk assessment. There was no change.• Agree Exclusive Rights of Burial: Plot C2-23 – Sylvia Jean Davis. RESOLVED: It was proposed and unanimously agreed to approve & sign the Exclusive Rights of Burial for Sylvia Jean Davis. Playing Field and Play area <ul style="list-style-type: none">• To receive playing field inspection reports from the relevant councillor and agree any actions arising. TC submitted inspection sheets and requested that Dikes treat the tarmac area with weedkiller. Clerk to arrange.• To consider the installation of bollards at play area entrance. TC felt that bollards should be installed at the entrance to the play area to prevent travellers from gaining entry. Discussions followed with a feeling that the locked gate should be adequate, however it was agreed to defer the decision until more councillors are present. Clerk to provide an indication of likely costs to aid the decision for the next meeting.

	<ul style="list-style-type: none"> To consider instructing The Play Inspection Company to carry out Annual Playground Inspections. It was decided to seek further quotes to ensure that the costs are competitive. Clerk to arrange. <p>Highways and Parish Paths. To receive reports regarding highways and agree any actions arising. A noisy drain cover had been reported on the A359 and was a disturbance to neighbours. After identifying the exact location and nature of the drain (SB briefly left the meeting to inspect the problem), it was reported to be a sunken water drain outside 'Meadowbank'. Clerk to report.</p> <p>Other Council Matters. There were no further matters.</p>																		
12	<p>FINANCIAL MATTERS:</p> <p>Insurance renewal quotations had been received and considered by Councillors. It was agreed to instruct Ecclesiastical on a 3 yr (long term) agreement. RESOLVED: It was unanimously agreed to instruct Ecclesiastical in line with Came & Co. recommendation.</p> <p>To approve the following payments and two signatories for cheques. The following payments were agreed and cheques signed by TC & NL.</p> <table border="1"> <tr> <td>Salaries</td> <td>May 2019 +back pay April</td> <td>£454.82</td> </tr> <tr> <td>HMRC</td> <td>May 2019</td> <td>£108.80</td> </tr> <tr> <td>Expenses</td> <td>May 2019</td> <td>£96.63</td> </tr> <tr> <td>SALC</td> <td>Annual Affiliation fee</td> <td>£185.41</td> </tr> <tr> <td>Came & Company</td> <td>Annual Insurance Fee</td> <td>£558.09</td> </tr> <tr> <td>Harvey</td> <td>Plot Marker Stones</td> <td>£271.20</td> </tr> </table> <p>Other finance matters</p> <p>To approve the cash book and bank account reconciliation for 25 April – 15 May 2019. The bank statements had not been received by the Clerk, however the Annual Summery was presented and agreed at the APM.</p> <p>To consider ytd budget expenditure. The Annual Budget statement had been presented and agreed at the APM.</p>	Salaries	May 2019 +back pay April	£454.82	HMRC	May 2019	£108.80	Expenses	May 2019	£96.63	SALC	Annual Affiliation fee	£185.41	Came & Company	Annual Insurance Fee	£558.09	Harvey	Plot Marker Stones	£271.20
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13	<p>Correspondence. Consider the following correspondence and agree any actions arising:</p> <p>None.</p>																		
14	<p>LIST OF ITEMS DISTRIBUTED AND AVAILABLE SINCE LAST MEETING:</p> <p>Rural Services Network News Bulletins; NALC Bulletins; John Nowes Flyer;</p>																		
15	<p>Newsletter. The draft newsletter was presented and agreed. The clerk offered to print & fold the Newsletter for expediency. RESOLVED: It was unanimously agreed to allow the clerk to book an additional 1 hr for production of 350 copies.</p>																		
16	<p>Challenge to development at up Mudford</p> <p>To resolve to exclude the press and public under s1 (2) Admissions to Public Meetings Act 1960 as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. (professional advice) Planning Application 14/02554/OUT. Receive update on legal / professional advice and consider any actions arising. A legal letter was circulated from Queen Thorne Parish Council to Dorset County Council.</p>																		
17	<p>NEXT SCHEDULED PARISH COUNCIL MEETINGS:</p> <p>June 27th 2019. Further meetings will be called as necessary.</p>																		