

ILTON PARISH COUNCIL

Minutes of the Ordinary Meeting of Ilton Parish Council held in Merryfield Hall on Tuesday 12th June 2018

2018/105 Attendance and Apologies

Those present:	Apologies	In Attendance
Mr D Amor (Chair)	Mrs S Hill	3 members of the public
Mr I Sherwood (Vice Chair)	Mrs P Matravers	
Mrs M Bullock	Mrs S Steele (District Councillor)	
Mrs R Burt		
Mr I Welch		
Mr A Dance (County Councillor)		
Mrs S Morley (Clerk)		

2018/106 Public Voice

(a) Youth Club - A question was asked about the Karaoke machine which was given to the Youth Club by the District Councillor. The machine appears to be broken. The Youth Club has now disbanded but a new one was bought which will be available when the Youth Club restarts. The Village Hall will check with the District Councillor.

(b) Funding for the new Playing Field - It was confirmed that the District Council are holding money on behalf of Ilton Parish Council which the Parish Council can access whenever it is needed. This money cannot be spent by the District Council who are simply acting as the Parish Council's 'banker'. It was also confirmed that there is some money available which needs to be spent by 2021.

(c) What is planned for the Project Group - There will be a meeting next Wednesday with members of the District Council to finalise the plans for the Playing Field and then to allocate money to each area. It is to be hoped that some sub groups will take on responsibility for some areas and report back to the group and to the Parish Council to approve the plans. The final positioning of the allotment gardens, the outdoor gym equipment, disabled equipment, football pitch and circular path, plus changing rooms in the future, need to be looked at to ensure that everything will fit together in the long term. Costings need to be looked at to see what is possible and whether there is any funding available. Once the layout and budget has been approved work can begin. Meetings could be held in the day if people are available.

(d) Signage - Children are riding bikes on the MUGA and the dog mess is very bad in the field. Signs are needed to stop bikes on the MUGA and asking people to pick up after their dog. **ACTION - The Clerk**

(e) MUGA - This has made a huge difference to the children of Ilton and Mr Welch in particular was thanked for all the work he has put in to organise the MUGA.

2018/107 Minutes of meeting held on Tuesday 8th May 2018

The minutes of the Annual Meeting of the Parish Council were agreed and signed.

2018/108 Matters arising from the minutes and any subsequent action taken

Vacancy for a Parish Councillor - So far there has been no response to the adverts for a Parish Councillor. There are now two vacancies.

Parish Plan Bank Account - The bank have still not sent the cheque for the dormant bank account. The Clerk will continue to chase this. **ACTION - The Clerk**

GDPR Privacy Notice and Policy - This has now been put on the website. All Councillors were emailed with the draft policy. Councillors approved the notice and policy.

2018/109 Highways

Highways have been asked to cut the verges which are overgrown and dangerous because visibility is reduced.

2018/110 Brook Green

There was nothing to report.

2018/111 Footpaths

There was nothing report. The resident who had offered to oversee the footpaths has not been in contact again.

2018/112 Cemetery / Churchyard

Councillors have regularly walked around the Cemetery and Churchyard and no problems have been recorded. Two stones at the Cemetery have been laid down.

2018/113 Recreation Ground

(a) Weekly inspection reports show nothing new or urgent. The zip wire is still showing as not running properly despite being tightened several weeks ago.

ACTION - The Clerk

(b) Registration of ownership of the two footpaths with the Land Registry - The Land Registry has requested clarification of two points - one regarding the DS3 discharge of land which they say is the wrong one. The Clerk has gone back to Yarlinton's solicitors who supplied the DS3 asking for their comments and the correct one. The other point is regarding the consent of the Secretary of State for disposal which was raised by our legal advisor at the time and said to not be necessary by Yarlinton's solicitors. The Clerk has gone back to the Land Registry on this point which they say will be referred to a senior officer.

(c) End of the Copse Lane Project - SSDC are drawing up the final documents for the end of the Park project. The remaining money will be added to funds for the Playing Field.

2018/114 Recreational Development / Playing Field

(a) Installation of MUGA - This is now complete and the Heras fencing has been taken away. Children have been using the MUGA immediately. Mr Welch was thanked for all his work on what is a brilliant project. There was some damage to some of the panels during delivery and Husson are replacing these with new ones.

(b) Lights - installation has been completed. They will come on at dusk and go off at 9pm

(c) Benches and bin - have been delivered and installed. The Clerk to arrange for emptying.

ACTION - The Clerk

(d) Playing Field grass cutting - A local farmer has agreed to cut the grass. An open day planned for the MUGA on Sat 30/6 and it is important to make sure the grass is cut in the next week or so. There is also a problem with dogs because it is difficult to see and pick up in the long grass.

ACTION - Chairman

(e) Grass around the MUGA - SSDC have agreed to add the grass around the MUGA to the contract for the grass of the temporary football pitch and the path around the field.

(f) Tenders prepared by the Agronomist - The tenders need to be approved by councillors. SSDC have made a number of comments which can be incorporated into the tenders. Councillors agreed to approve the tenders with the amendments. Councillors requested that the tenders be held back until after the Project Group meeting next week.

(g) Drainage and ditches - SSDC have suggested that the drainage of the ditches is added to the tenders so that it is dealt with as part of the work. When the study was prepared by the agronomist there was the choice of draining the whole field or just the pitch area and it was decided to do just the pitch area.

ACTION - The Clerk

(h) Football pitch - It has been proposed that the position of the pitch is marked out to see exactly where it will be.

(i) Grants - These will be discussed at the meeting next week. However it was suggested that it may be necessary to install a pitch first and then go for grants for

other things. Without the pitch it may be difficult to prove the need for one. The Clerk has a meeting with the Football Foundation on 11th July to discuss grants.

ACTION - The Clerk

- (j) Project Group - There was a disappointing turnout for the two meetings - a total of six people came apart from councillors. A meeting with SSDC is planned for Wednesday 20th June which will be held at the School. This will look at the way forward. Interest from the community is for a football pitch, community gardens, outdoor gym equipment and disabled equipment, and footpath.
- (k) Perimeter Footpath - It was requested that the path is done as soon as possible which would be the most inclusive thing for the village, particularly because disabled people cannot use the mowed path that is currently there. We have one quote for the perimeter footpath from Play UK. Because the ground is so uneven it cannot be laid down for at least six months. The quote is for the same surface as the car park so it was suggested we wait and see how that beds in. In the meantime more quotes are requested and the path will continue to be mowed. **ACTION - The Clerk**
- (l) Compound Lease Agreement - The draft lease has been prepared and circulated to Councillors by email. The Warren Trust have approved the draft which will run for 2 years from date of signing. SSDC will not act as legal advisor on this matter. Councillors were asked if they would approve the draft lease as it stands without legal advice. On the basis that the Warren Trust have accepted the lease, Councillors agreed to approve the draft lease. **ACTION - The Clerk**
- (m) Soil from new development - This has proved to be rather difficult to arrange. Advice has been sought from SSDC and from our the Project Manager. It is likely that there will be a number of legal requirements including possible planning consent, the Environment Agency, monitoring the condition of the soil etc for which the Parish Council does not have the personnel to deal with matters. Larkfleet, the developers, have offered to deal with all these requirements. However it would seem to be a very complicated set of conditions for soil that may not be required. Councillors agreed not to take any of the soil. **ACTION - The Clerk**
- It appears that the developers may be spreading surplus soil on the development.
- (n) Fence around pond and slurry pit - Larkfleet have fenced this area.
- (o) Official opening of the MUGA - It was agreed to have the official opening on Saturday 30th June. A company called Strike Soccer Centre based in Yeovil will send a coach for 2 hours at £30 per hour to do activities for the children. Ilminster Tennis Club may be able to provide a coaching session. Lotties Snack Pod will do hot and cold refreshments and there should be an ice cream van. BBC Somerset are hoping to send someone; Chard & Ilminster News and the Western Gazette will send a reporter and hopefully the new free paper. The SSDC officials involved will be invited along with Play UK who installed it and the project manager. Hopefully Yeovil Town FC will send someone. Mr Welch to organise printing leaflets and someone to officially open the MUGA. Councillors approved the expenditure of £60 for coaching and the expenditure on the leaflets. **ACTION - Mr Welch**

2018/115 Playing Field / Cemetery Car Park

Extra crushed stone has been laid to bond the surface and the car park is now closed to allow it to bed in. The extra cost was £360 which was for the stone; the labour was not charged for. This was agreed by email because the equipment was on site and therefore much cheaper than doing the job after work on the MUGA was finished and the equipment had been removed. The car park was damaged by the heavy lorries etc during the installation of the MUGA.

2018/116 General Maintenance - Ranger Scheme

Mr Sherwood reported that the Ranger is doing a good job. An area which is taking a lot of time is the Play Park hedge which is difficult to maintain because it cannot be strimmed

without killing the hedge itself. It has to be weeded by hand. When any new planting is done this must be taken into account. So far the Ranger has been 9 times.

2018/117 Planning Applications

App No 18/01579/S73
Proposal Vary condition 1 (approved plans) in relation to floor levels
Location Land Adjoining Court Bungalow, Church Road, Ilton

Councillors considered the above application and had no objections to the proposal.

2018/118 Correspondence

- (a) Report from a resident that a small group of older school pupils are damaging property on either side of the pathway leading from the road to the park area, before and after their school bus. The police have logged the damage which includes a greenhouse being smashed. The Schools have been informed of the problem.
- (b) Local author David Burns has sent a copy of his book "The Moated Stone" to Ilton Parish Council. The book is available as a digital download from Amazon for 99p or free if you are registered for digital books with Amazon.
- (c) Police Report - There were 173 investigated crimes reported for the month May 2018 with 16 arrests and 37 reports of ASB for Area North

2018/119 Accounts payments and receipts

- (a) Insurance Cover - because of the extra equipment - MUGA etc - amounts insured have been increased and the premium has been increased to £714.05
- (b) Received - HMRC VAT refund - £9,988.98; Memorial - £20.00; SSDC grant - £16,346.92.
- (c) Balances @ 31/5/2018 - Treasurers account = 30,124.89 / 30 Day Account = £598.01
- (d) The following cheques were raised:

001027 - £ ~~570.85~~ - ~~BHIB - Insurance~~ Cheque CANCELLED
001031 - £ 714.05 - BHIB - Insurance
001032 - £ 335.10 - Slade Parry project management
001033 - £15,180.00 - Sports Lighting
001034 - £24,446.50 - Play UK - installation of MUGA and zip wire tighten
001035 - £ 42.00 - Merryfield Hall (for Ilton Toddlers)
001036 - £ 24.00 - Merryfield Hall (Project Group)
001037 - £11,849.40 - Husson UK Ltd - MUGA
001038 - £ 230.85 - SALC subscription
001039 - £ 37.20 - Macs Printing - leaflets
001040 - £ 2,107.20 - David Ogilvie, seats and bin
001041 - £11,508.60 - Play UK - final invoice for installation inc seats and bin
001042 - £ 315.18 - S Morley - Salary and Administration
001043 - £ 155.00 - HMRC - PAYE
001044 - £ 19.97 - I Welch, padlock and chain
001045 - £ 75.00 - Citizens Advice South Somerset - donation
001046 - £ 5,689.30 - Play UK (outstanding VAT from cheque 1034)

2018/120 Matters and items to report

- (a) Copse Lane Overspill Car Park - A resident of Copse Lane requested use of the overspill car park for parking for their private party. This was authorised by the Clerk who arranged for the key to be provided. The Cricket Club were informed that it was going to be used that evening. There was no overlap in arrangements.
- (b) Request for a grant from Citizens Advice South Somerset - Councillors agreed to make a donation of £75.00.
- (c) Planter - Is looking very nice and colourful. Mrs Burt was thanked for her work.

- (d) Drug use - There have been reports that drugs are being used in the Play Park and by the MUGA. The Clerk to report to the Police. **ACTION - The Clerk**
- (e) Container - The container is larger than stated in the minutes of the previous meeting because it was already on site. The container is 20' x 8' and will cost £12.00 per week but savings were made on delivery which was not charged.

2018/121 Next Ordinary Meeting of the Parish Council

The next ordinary meeting of the Parish Council will be on Tuesday 10th July 2018 at 7.30 p.m. at Merryfield Hall

The meeting finished at 9.20 p.m.

Dave Amor - Chairman