

ILTON PARISH COUNCIL

Minutes of the Annual Meeting of Ilton Parish Council held in Merryfield Hall on Tuesday 14th May 2019

2019/76 Attendance and Apologies

Those present:

Mr I Sherwood (Chair)
Mrs R Burt (Vice Chair)
Mrs M Bullock
Mr G Fox
Mrs S Hill
Mrs P Matravers
Ms H Wakeford
Mr I Welch
Mr M Cavill (District Councillor)
Mrs S Morley (Clerk)

Apologies

Mrs J Easterbrook
Mr A Dance (County Councillor)

In Attendance

5 members of the public

2019/77 Result of the uncontested Election of the Parish Council

The following persons were elected unopposed to the Parish Council: Mrs M Bullock, Mrs R Burt, Mrs J Easterbrook, Mr G Fox, Mrs S Hill, Mrs P Matravers, Mr I Sherwood, Ms H Wakeford and Mr I Welch. Mr Malcolm Cavill was elected as District Councillor for Islemoor. Mr Sherwood as acting Vice Chairman welcomed everyone. Councillors introduced themselves to Mr Cavill.

2019/78 Election of the Chair of the Parish Council

Mrs Burt proposed Mr Sherwood as Chair, seconded by Mr Welch. There were no more nominations and Mr Sherwood was duly elected Chair of the Parish Council.

2019/79 Declaration of Acceptance

Mr Sherwood signed the Declaration of Acceptance.

2019/80 Election of the Vice Chair of the Parish Council

Mr Sherwood proposed Mrs Burt as Vice Chair of the Council, Mr Welch seconded the proposal. There were no more nominations and Mrs Burt was duly elected Vice Chair of the Council.

2019/81 Review of individual areas of responsibility

Individual areas of responsibility for Councillors were agreed as follows:

Mr Sherwood	Chair, Recreation Field, School, Cemetery, Churchyard, Ranger, Playing Field
Mrs Burt	Vice Chair, Planning, Highways, Strimmer, Neighbourhood Watch
Mrs Bullock	Footpaths, Playing Field Project Group
Mrs Matravers	Tree Warden, Village Hall, Playing Field
Mrs Hill	Playing Field Wildlife Areas
Mr Welch	Playing Field, Footpaths
Ms Wakeford	Planter, Website, Footpaths, Brook Green, Playing Field Gardens and Wildlife Areas
Mrs Easterbrook	Christmas Tree
Mr Fox	Helicopters

2019/82 Review of Standing Orders, Financial Regulations & Statement of Risk.

No advice has been received that there is any need to make any amendments to the Standing Orders and Financial Regulations. Councillors did not propose any amendments.

2019/83 Review Inventory of Land and Assets held by the Council

Land owned by the Parish Council has always been shown on the accounts at Nil value because the land cannot be sold. Last year the auditor raised an 'except for' matter on their report which was fully reported in the October 2018 minutes (minute 2018/176(b)). The Clerk took advice from the internal auditor and it was suggested that the land should be shown with a nominal value of £1. The playground equipment is not separately valued and is shown as the insured figure in the accounts. Any other valuation on the equipment would need to show depreciation and the internal auditor took the view that it would be necessary to use an accountant if the Parish Council wishes to show depreciation.

Councillors approved the valuation of £1 for each plot of land owned by the Council. The Playing Field, being on a long 299 year lease, remains valued at £Nil.

2019/84 Review Insurance Cover

Councillors agreed to continue with BHIB.

2019/85 Review membership of other bodies

Currently the Parish Council subscribes to SALC and Somerset Playing Fields Association. The Council is also registered with the Information Commissioners Office at a cost of £35 per year. It was agreed to make no changes to the memberships.

20189/86 Dates and times of ordinary Council meetings for the year ahead

Councillors agreed to continue to meet on the second Tuesday of every month with the exception of August when there will be no meeting. Dates for 2019/2020 were circulated.

2019/87 Minutes of meeting held on Tuesday 9th April 2019

The minutes of the last Ordinary Meeting were agreed and signed.

2019/88 Matters arising from the minutes and any subsequent action taken

Christmas Tree - It was agreed to leave this until next month. **ACTION - Agenda Item June**

CIL Payment - It was agreed to leave this for the time being. Councillors to think about a suitable use for the money.

2019/89 Highways

Mrs Burt is still liaising with the Police about speeding along Cad Road. The Police have caught several people.

2019/90 Brook Green

Flytipping - Recently seen at Brook Green. This can be reported by anyone either on the District Council website or by phone. **ACTION - Ms Wakeford**

2019/91 Footpaths

Penny's Mead - The Clerk received an email from SCC and replied with the details of the planning application and the applicant. There has been no reply to this email and the Clerk to contact SCC again. **ACTION - The Clerk**

2019/92 Cemetery / Churchyard

Councillors have regularly walked around the Cemetery and Churchyard and no problems had been recorded.

2019/93 Recreation Ground Play Park

(a) The Annual Inspection and Risk Assessment will no longer be done by SSDC who have sent details of other companies who will carry out the work. The Clerk has received an estimate from the Play Inspection Company which was forwarded to councillors by email prior to this meeting. This estimate compares well with SSDC's charges. Previous estimates from other companies were much higher. It was agreed

to go with the Play Inspection Company Limited and ask them to inspect all sites including the Playing Field.

ACTION - The Clerk

- (b) Fencing - The chain link fencing at the back of the houses in Bradley's is in very poor condition. It was agreed to ask for a quote from Colour Fence who make metal fencing with a life of at least 25 years. There is some money left over from the grant for the Play Park which could be applied for, for the fencing. **ACTION - The Clerk**

2019/94 Recreational Development / Playing Field

- (a) Football Pitch - No further progress has been made, mainly because of the pressure of work at SSDC with the two elections this month.
- (b) Gym Equipment - This is due to be installed on 21st May and will be finished by Friday. The area has been marked out and there is room for the lorries to get round. Freshair Fitness, the supplier, will run a Family Fun Day on Saturday 1st June and a personal trainer will do 10 sessions on Saturday mornings from 9.30 - 10.30 a.m. from 8th June to 10th August.
- (c) Ecologist Report - This was received and circulated to councillors. Councillors agreed to ask for the 5 year maintenance plan at a cost of £495.00. **ACTION - The Clerk**
- (d) Cutting of main field - Chris Matravers will cut the main field again this year in June / July.
- (e) Grass cutting - The grass is not being cleared from the temporary football pitch as agreed or from the MUGA and the area around the seats is not being strimmed. Mr Welch to contact SSDC. **ACTION - Mr Welch**
- (f) Grass cutting and strimming of edges and removal of brambles - The Ranger will be asked to strim the edges by the residents gardens, and the bank and cut back the brambles. **ACTION - Mr Sherwood**
- (g) Perimeter Path - It was agreed that we do not need to wait until after the Football Pitch has been done. Any damage to the path can be repaired. The Clerk was asked to get some quotes for the path using the original spec. **ACTION - The Clerk**
- (h) Goal Posts - Mrs Burt will arrange for the old goal posts to be removed. **ACTION - Mrs Burt**
- (i) Barred Wire and Scrap metal - There is a heap of earth and wire in the field. Ms Wakeford will remove the wire and scrap metal and leave the rest for a bug hotel and natural feature and will put plants around it. **ACTION - Ms Wakeford**
- (j) Fencing - A local animal sanctuary will take scrap wood when it is ready to be removed from the temporary football pitch unless it is needed in the parish.

2019/95 General Maintenance - Ranger Scheme -

Mr Sherwood reported that the work done by the Ranger is good.

2019/96 Planning Applications

App No 19/00899/HOU
Proposal Erection of two storey side extension and single storey front and rear extensions
Location 17 Copse Lane, Ilton TA19 9HG

Mrs Burt looked at this and had no objections. All councillors were asked by email and no councillors had any objections.

App No SCC/3592/2019
Proposal Erection of new Glass Reinforced Plastic Motor Control Centre (MCC) Kiosk
Location Water Recycling Centre, Ilton TA19 9ED Grid Ref 335829 118523

This came in by email and was circulated. Councillors had no objections.

2019/97 Correspondence

- (a) Police Report - There were 207 investigated crime reported for the month of March 2019 with 32 arrests and 22 reports of ASB for Area North.
- (b) Somerset Waste Partnership Briefing April 2019
- (c) Somerset Waste Partnership Briefing May 2019
- (d) Consultation on Dredging the River Parrett between Stathe and Burrowbridge.
- (e) Clerks and Councils Direct

2019/98 Annual Governance Statement

This was approved by all Councillors and signed by the Chairman.

2019/99 Internal Audit

There were no recommendations or comments made by the Internal Auditor.

2019/100 Presentation and approval of Annual Accounts to year end 31/03/2019

Accounts to 31/3/2019 were distributed and approved by all Councillors and signed by the Chairman.

2019/101 Accounts payments and receipts

- (a) A new bank account has been opened specifically for any CIL money which is received. It is called Treasurers Account Number 2. Councillors agreed to transfer the CIL money of £1,896 into this account immediately. **ACTION - The Clerk**
- (b) The following cheques were raised:
 - 001107 - £ 229.88 - SALC subscription
 - 001108 - £ 63.36 - Eagle Plant container April
 - 001109 - £ 738.37 - BHIB Ltd insurance 2019/20
 - 001110 - £ 18.00 - I Sherwood, paint for the bus shelter
 - 001111 - £ 9,856.50 - Hugh Harris Ltd - Freshair Fitness,Gym Equipment (50%)
 - 001112 - £ 9,856.50 - Hugh Harris Ltd - Freshair Fitness,Gym Equipment (50%)
 - 001113 - £ 334.48 - Salary and admin expenses

2019/102 Matters and items to report

- (a) Village Agent arrange a meeting recently to look at setting up a Helping Hand scheme for neighbours to help people in the village. They are looking for a co-ordinator.
- (b) Planter for Recreation Area - Councillors agreed with the suggestion that another planter is bought. The last one came from Mole Valley Farmers and Mrs Burt will price another one. **ACTION - Mrs Burt**
- (c) Neighbourhood Watch - Mrs Burt will liaise with the Police. **ACTION - Mrs Burt**

2019/103 Next Ordinary Meeting of the Parish Council

The next ordinary meeting of the Parish Council will be on Tuesday 11th June 2019 at 7.30 p.m. at Merryfield Hall

The meeting finished at 9.25 p.m.

Ian Sherwood - Chairman