

Notice of a Mudford Parish Council Meeting

Dear Councillors,

You are hereby summoned to attend the following meeting:

Meeting of...	Mudford Parish Council
Time...	19:00hrs
Date...	Thursday 31st October 2024
Venue...	Mudford Village Hall

Petra Galloway

Petra Galloway – Mudford Parish Clerk
27th October 2024

Equality Act 2010

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, and any disability), Gender Equality, Crime & Disorder, Biodiversity, Health & Safety and Human Rights.

Recording of Council Meetings

The Local Audit and Accountability Act 2014 allows both the public and press to take photographs, film and audio record the proceedings and report on all public meetings (including on social media).

Any member of the public wishing to record or film proceedings must let the Chairman of the meeting know prior to, or at the start of, the meeting and the recording must be overt (i.e., clearly visible to anyone at the meeting), but non-disruptive. This permission does not extend to private meetings or parts of meetings which are not open to the public.

Members of the public exercising their right to speak during the time allocated for Public Comment who do not wish to be recorded or filmed, need to inform the Chairman who will instruct those taking a recording or filming to cease doing so while they speak.

MUDFORD PARISH COUNCIL

Clerk: Petra Galloway

Tel: 07552 509707 E-mail: clerk@mudfordpc.co.uk

Members of the Public and Press are invited to attend all Council Meetings

(Public Bodies (Admission to Meetings) Act 1960)

PUBLIC COMMENTS (15 minutes)

This section (at the Chairman's discretion may last up to 15 minutes) is not part of the formal meeting of the Council and minutes will not be produced. Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 1972 s 100.

OUTSIDE REPORTS FROM REPRESENTATIVES

- Somerset Councillors (3 minutes)
- Outside bodies/groups (3 minutes)

Mudford Parish Council will be discussing all the items listed below:

The agenda specifies the business that it is proposed to transact (Local Government Act 1972 Sch.12 para 10 (2)(b)) and the Council cannot lawfully decide any matter which is not specified in the agenda (Longfield Parish Council v Wright (1918) 88 LJ Ch 119).

AGENDA

24/151 To receive apologies for absence and approve the reasons (LGA 1972 s85(1)).

24/152 Declarations of interests. Council members to declare any interests, including any Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33 (b-e). (NB this does not preclude any later declarations).

24/153 To approve and sign as a correct record the minutes of the previous Ordinary Meeting held on 26th September 2024.

(LGA 1972 sch 12, para 41(1)).

24/154 To approve and sign as a correct record the minutes of the Extraordinary Meeting held on 7th October 2024.

(LGA 1972 sch 12, para 41(1)).

24/155 Matters to report from a previous meeting.

- a. Acceptance of gifts – law provision (Clerk)
- b. Path Diversion (Clerk)
- c. Small repairs at the playground (Cllrs Edgeworth and Blackwood)

24/156 Planning decisions report.

- a. 14/02554/OUT Land OS 9330 Primrose Lane, Mudford, Yeovil, Somerset, BA21 5TS.

Proposal: Outline application for development of a Sustainable Urban Extension to comprise up to 765 dwellings (Use Class C3), 65 bed care home (Use Class C2), employment land (Use Class E), retail units (Use Class E (a)(b)(c)(i)(ii)(iii) and hot food takeaway), community building (Use Class F2), health care facility (Use Class E(e)), primary school playing pitches, landscaping, open space and drainage infrastructure, access and associated highway works (GR 357198/118268).

- b. 15/03942/FUL Land North of Primrose Lane (Combe Bottom), Mudford, Yeovil, Somerset.

Proposal: Engineering works comprising the installation of two attenuation ponds and a landscape buffer, and associated development (GR 356975/118488).

24/157 Planning applications.

- a. 24/02261/HOU 70 Stone Lane, Yeovil, Somerset, BA21 4NW.

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Proposal: Demolition of existing single skin single storey extension and erection of new single and two storey extensions with minor internal alterations.

24/158 Finance – To **APPROVE** the Cashbook/Bank Reconciliation to 31st September and to **REVIEW** budget for FY Q2.

MUDFORD PARISH COUNCIL 2024-25							
Receipts and Payments Summary for the year ending 31st March 2025							
	Last Year	This Year	Reserves	Budget	Remaining	Remaining %	Variance
	2023-24	2024-25	Transfer	2024-25	2024-25	2024-25	between yrs
RECEIPTS							
Precept	£ 46,705.00	£ 58,100.00					£ 11,395.00
Deposit Interest	£ 1,396.98	£ 1,403.61					£ 6.63
Cemetery Fees	£ 7,710.00	£ 2,100.00					-£ 5,610.00
Grants	£ -	£ -					£ -
Grants - Other	£ 900.00	£ -					-£ 900.00
VAT repayment	£ 4,481.18	£ -					-£ 4,481.18
TOTAL RECEIPTS	£ 61,193.16	£ 61,603.61					£ 410.45
PAYMENTS							
Salaries	£ 10,370.64	£ 5,158.12		£ 11,500.00	£ 6,341.88	55%	-£ 5,212.52
Administration	£ 1,557.33	£ 2,927.61		£ 6,200.00	£ 3,272.39	53%	£ 1,370.28
Rec Gnd Maint	£ 4,689.46	£ 2,050.04		£ 4,000.00	£ 1,949.96	49%	-£ 2,639.42
Cemetery	£ 1,405.40	£ 5,774.18	£ 4,883.00	£ 2,000.00	£ 1,108.82	55%	£ 4,368.78
Parish Maint/Drains/Flood	£ -	£ 683.00		£ 6,000.00	£ 5,317.00	89%	£ 683.00
Subscriptions	£ 285.93	£ 618.94		£ 250.00	-£ 368.94	-148%	£ 333.01
Insurances	£ 831.83	£ 921.28		£ 1,500.00	£ 578.72	39%	£ 89.45
Training	£ 65.00	£ 150.00		£ 300.00	£ 150.00	50%	£ 85.00
Audit Charges	£ 444.50	£ 557.63		£ 500.00	-£ 57.63	-12%	£ 113.13
Grants-S137	£ 5,586.89	£ -		£ -	£ -	#DIV/0!	-£ 5,586.89
Hedges and Trees	£ -	£ 1,822.09		£ 5,000.00	£ 3,177.91	64%	£ 1,822.09
Defibrillator	£ -	£ -		£ 200.00	£ 200.00	100%	£ -
Play Area	£ 472.82	£ 482.82		£ 1,000.00	£ 517.18	52%	£ 10.00
Parish Projects	£ 16,811.53	£ 1,568.78		£ 5,000.00	£ 3,431.22	69%	-£ 15,242.75
Legal Challenge- Primrose Ln	£ 3,000.00	£ 9,323.50		£ 10,000.00	£ 676.50	7%	£ 6,323.50
VAT incurred	£ 4,734.26	£ 3,991.35					-£ 742.91
Budget additions (To reserves)		£ -		£ 4,650.00	£ 4,650.00		
TOTAL PAYMENTS	£ 50,255.59	£ 36,029.34	£ 4,883.00	£ 58,100.00	£ 30,945.01		
Exc of Recpt over Paymts	£ 10,937.57	£ 25,574.27					
plus balances b/fwd	£ 89,130.44	£ 100,068.01					
Balances c/fwd	£ 100,068.01	£ 125,642.28					
Reconciliation with bank accounts at 30th SEPTEMBER 24							
Unity Trust Current Account	£ 12,136.25						
Unity Trust Savings Account	£ 113,506.03						
Less Outstanding payments	£ -						
Add Outstanding lodgements	£ -						
Total balances at bank	£ 125,642.28						

24/159 Finance – To **NOTE** the receipts between 19.09.2024 and 30.09.2024.

30.09.2024 Credit interest - £806.42 (Instant Access Saving Account)

24/160 Finance

- To **NOTE** October's standing order.
- To **NOTE** a payment approved under the delegated authority of the RFO.
- To **NOTE** bank service charge of £18 (charged on 30.09.2024).

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Mudford Parish Council October 2024 payments to NOTE in October				
Invoice	Payee	Particulars	Amount	Notes/Paid
1	STAFF	SALARY OCTOBER		Standing Order
2	BURROWS-HUTCHINSON Ltd	CONSULTANCY FEE 030924	£ 2,400.00	22.10.2024
	TOTAL		£ 3,072.75	

24/161 Finance – To **NOTE** bank account balances on 24.10.2024.

Current Account – £9,766.25

Instant Access Account – £113,506.03

24/162 Finance – To **APPROVE** an internal bank transfer from the Instant Access Saving account to the Current account.

24/163 Finance – To **APPROVE** the payment schedule for October 2024.

Mudford Parish Council October 2024 Payment schedule				
Invoice	Payee	Particulars	Amount	
1	STAFF	REIMBURSE MONTHLY WIX WEBSITE BUILDER October	£	13.80
2	SALC	TRAINING INV 1164	£	40.00
3	K M DIKE NURSERIES	GROUND MAINTENANCE INV 2075	£	1,245.23
4	P SARGENT	CEMETERY MAINTENANCE SEPTEMBER INV 22-63	£	93.00
5	RICHARD BUXTON SOLICITORS	PROFESSIONAL CHARGES INV 2393	£	5,490.00
6	BURROWS - HUTCHINSON Ltd	CONSULTANCY FEE 011024	£	6,000.00
7	SOMERSET TREE CARE	HAZEL COPPICING	£	450.00
	TOTAL		£	13,332.03

24/164 Finance – To **CONSIDER** additional bank account options.

24/165 Finance – To **DISCUSS** and **AGREE** Play area annual inspection provider for 2025.

24/166 Finance – To **CONSIDER** a virement of funds to Grants budget.

24/167 Finance – To **CONSIDER** a donation to Royal British Legion.

24/168 To **RECEIVE** Councillor reports¹.

24/169 To **RECEIVE** the Parish Clerk's report and any correspondence.

24/170 To **RECEIVE** traffic report from Vehicle Activated Devices.

24/171 To **DELEGATE** responsibility for creation of appropriate cemetery policies to the Human Resources Committee.

24/172 Items for the next agenda.

24/173 Date of next meeting – 28th November 2024 tbc. (Cllrs to note – all agenda items to be notified to the Parish Clerk by Monday 18th November 2024).

24/174 Exempt Session – Exclusion of the Press & Public.

The Council is recommended to resolve that under section 1, paragraph 2 of The Public Bodies (admission to meetings) Act 1960, the press and public be excluded from the meeting for the

¹ N.B. Councils cannot lawfully decide items of business that is not specified in the summons/agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119).

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following items of business because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

24/175 To **NOTE** the National Joint Council for Local Government Services (NJC) has reached an agreement on rates of pay applicable from 1 April 2024 to 31 March 2025 and to **AGREE** to adopt the changes to staff's remuneration from 24th May 2024 (the start date of the employment).

24/176 To **REVIEW** budget for salaries and wages for financial year 2025 – 2026 (Financial regulations 4.2.).

MUDFORD PARISH COUNCIL 2025-26 Budget Calculation									
Budget Line (Annual running costs)	Agreed FY23-24 Budget	FY23-24 Spent	Budget FY24-25	Actual ytd (from cashbook)- 30th Sept 24	Predicted remaining expenditure based on budget	Projected total expenditure FY24-25	EOY Budget Remainder	Draft Budget FY25-26	NOTES
SALARIES	£ 9,500.00	£ 10,370.64	£ 11,500.00	£ 5,158.12	£ 6,341.88	£ 9,845.70	£ 1,654.30	Gross	

24/177 To **DISCUSS** and to **CONSIDER** future steps in response to the Primrose Lane development planning application decision (14/02554/OUT and 15/03942/FUL).

24/178 To **REVIEW** the budget and earmarked reserves for Primrose Lane Development (14/02554/OUT and 15/03942/FUL) Legal Challenge and Mudford Parish Council's consultants. To **CONSIDER** future engagement of consultants and solicitors and future expenditure.

End of Agenda