



SEAVINGTON PARISH COUNCIL

Minutes of the Parish Council meeting held at in Seavington Millenium Hall on Tuesday 18th July 2023 at 6.30pm.

Present:

Cllr A Doble (Chair), Cllr J Pendleton, Cllr P Parsons, Cllr Roundell-Green, Mrs S Doble (Clerk)

Also Present:

There were two members of the public present

Questions and comments from members of the public

There was one member of the public present who wished to speak.

It was brought to the Councils attention by residents of Seavington St Mary that many public footpaths are getting impassable in and around the village. Cllr Reyland has been trying to contact Somerset Council with no success at present, however he will keep trying.

The two members of the public left the meeting at 6.54pm

Reports from Somerset Councillors

Cllrs Roundell-Green gave their report, a copy of which has been uploaded onto the village website. She also reported that there have been good results from Ofsted for all school and extensive help is at present being implemented at Wadham School.

Cllrs Roundell-Green left the meeting at 7.05pm

3707 To receive and agree any apologies for non-attendance:

Cllr Reyland and Cllr Dance sent apologies

3708 Declarations of Interest: E.g. Shop and Community Land Trust (CLT)

3709 To receive and approve minutes of the Parish Council from Tuesday 13th June 2023.

Members unanimously **RESOLVED** the Minutes of the meeting held on 13th June 2023 as a correct record and signed.

Proposed Cllr Pendleton Seconded Cllr Parsons

3710 Chairman's Announcements:

The Chairman announced that Cllr Whitefield has resigned. Cllr Whitefields Parish Council email account has been deleted, a bank mandate formulated to take her off the bank account, and the Civic Office has been informed. Notices will be published regarding her resignation.

It is important that we find some Councillors soon. We are now at our minimum number that we can operate. If we reduce in numbers any further due to health, illness, work or other personal reasons then the Parish Council will fold, and Somerset Council would run our Parish. This would be a huge loss to the village as we will find services that we currently take for granted being lost. The Hall will shut, the field and play park would be unkept and the Ranger no longer attending each week.

Clerks Review Update

Cllr Pendleton reported he is happy with the Clerks performance. The Clerks next review is

to be in July 2024.

Proposed Cllr Doble Seconded Cllr Pendleton

3711

Clerks Updates:

- A. The antivirus software for the Clerks computer has been purchased and installed.
- B. Information has been received from Somerset Wildlife Trust – Climate Adaptation Toolkit
- C. The Clerk reported that some of the keys on the keyboard are beginning to stick/catch and may need attention.
Members unanimously **RESOLVED** for the Clerk to take the computer to E&S Computers in Ilton for them to deal with the problem up to a value of £150.00; otherwise a quote will be needed.

Proposed Cllr Doble Seconded Cllr Pendleton

- D. An email response has been sent to Mrs Clarke.
- E. Somerset Council has been contacted regarding a resident advising that the dog poo bin in Seavington St Mary (Townsend) has not been emptied for some-time. An email response has been sent to the resident asking if they can let us know when it has been emptied as it will get chased up next week.
- F. The Clerk reported that she may go over her hours and will need permission to go into overtime.
Members unanimously **RESOLVED** that the Clerk can go over the set hours.

Proposed Cllr Parsons Seconded Cllr Pendleton

- G. 9 Hours overtime due to training course in June has been approved to be paid in July.
Members unanimously **RESOLVED** that the Clerk can be paid 9 hours overtime.

Proposed Cllr Pendleton Seconded Cllr Parsons

3712

To receive updates on the Current Village Planning matters:

- A. **Application No 22/03382/REM** Reserved Matters for the approval of appearance, landscaping, layout and scale of planning consent 19/01070/OUT; Outline application for residential development together with the formation of vehicular access to plots. **(Pending)**
 - Nothing to Report
- B. **Application No 22/03141/HOU** Removal of two pitched roofs, raising of the eaves, and the construction of one new roof to allow a replacement second bedroom on the first floor. Thyme Cottage, Old A303 Seavington St Michael, Ilminster. **(Pending)**
 - Members noted that Conservation Specialist Comments have been received by Somerset Council and they have given objections.
- C. **Application No 21/02654/FUL** Erection of buildings to store and facilitate the construction of carnival floats **(update)**
 - Nothing to Report
- D. **Application No 22/00610 Land at Upton Lane, Seavington St Michael (pending)**
 - Nothing to Report
- E. **Planning Enforcement:** 2 Southernaways - continued use of the track and erection of the wooden fence and 5-bar gate - Planners refusing to enforce Refused Planning Application for residential use of the track.
 - Members agreed to remove this item from the agenda, however, they did agree to

reinstate it should it be required.

Proposed Cllr Pendleton Seconded Cllr Doble Abstaining Cllr Parsons

3713

Resolutions (Inc Planning – when applicable):

A. Review and adoption of appropriate standing orders and financial regulations;

Proposed Cllr Doble Seconded Cllr Pendleton

B. Review of the Council's complaints procedure;

Proposed Cllr Doble Seconded Cllr Pendleton

C. Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation (*see also standing orders 11, 20 and 21*);

Proposed Cllr Doble Seconded Cllr Pendleton

D. To discuss and agree as to whether to display Parish Council Agendas and Minutes on all three notice boards.

Members unanimously **RESOLVED** that all notice boards are to be used for Agendas and Minutes

Proposed Cllr Doble Seconded Cllr Pendleton

E. To agree that the Clerk can purchase some plastic wallets.

Members unanimously **RESOLVED** for the Clerk to purchase the stationery required.

Proposed Cllr Doble Seconded Cllr Pendleton

F. To discuss and agree the purchase of external hard drive for the Clerks computer backups.

Members unanimously **RESOLVED** for Cllr Doble to order two external hard drives from Amazon and that he must ensure that the Parish Council name is on the receipt for accounting purposes. It was also agreed that the Clerk is to help with the Amazon order as the Clerks Parish Council debit card must be used and not a personal credit card.

Proposed Cllr Pendleton Seconded Cllr Parsons

G. To resolve the purchase of Defibrillators in the two villages and agree installation location.

Members unanimously **RESOLVED** that subject to funding that they have agreed to purchase two Mindray C" Fully Automatic along with two Defibsafe 2 Locked Cabinet. One to be situated in the Telephone Box in Seavington St Michael and the other to be situated on the wall of the dairy at Manor Farm in Seavington St Mary. It has been agreed to ask the CLT for a grant.

Proposed Cllr Doble Seconded Cllr Parsons

H. To resolve where the future Parish Council meetings are to be held.

Members unanimously **RESOLVED** for future meeting to be held in Seavington Millenium Hall at the rate of a two hours charge. This is to be invoice and paid each month.

Proposed Cllr Doble Seconded Cllr Parsons

3714

To receive any additional information (if any) on the following:

A. SID's and Community Speedwatch - Cllr Pendleton

- Nothing to report.

B. Highways issues – Cllr Pendleton

- Mud on some roads around the village, Cllr Pendleton will contact Lee Norman of Highways.

- Emergency exit of the Ilminster bypass has become so over grown that emergency vehicles will find it hard to us this facility, Cllr Pendleton to report this to Lee Norman of Highways.

- C. Ranger Scheme - Cllr Reyland
 - Nothing to report
- D. Village Footpaths - Cllr Reyland
 - Cllr Reyland is contacting Somerset Council as many footpaths are very overgrown.
- E. Cherry Tree Site Planting - Cllr Reyland
 - Nothing to report
- F. Seavington Playing Field Association – Cllr Doble
 - It has been noted that the seat in play area needs repair.
 - The Treasurer for Seavington Playing Field Association has handed in her notice and will work until the end of August. Members unanimously **RESOLVED** that the Parish Clerk is to take on role of Treasurer. This will be a paid role in which the Parish Council will invoice the SPFA and then the Parish Council will pay the Clerk; this should result in saving the SPFA in employing an accountant to run a payroll (Cllr Doble will find out and confirm if this is possible).
- Proposed Cllr Parsons Seconded Cllr Pendleton**
- G. Seavington Community Shop & Café – Cllr Parsons
 - The outside seating area is being updated a quote has been received and accepted.
- H. LCN report
 - Nothing to report
- I. Defibrillators in the two villages
 - See item 3713.
- J. Volunteers and the free strimming course that the Parish Council has in hand with Somerset Council.
 - Nothing to report
- K. Information received regarding “Complying with the Biodiversity Duty”
 - For future consideration.

3715

Finance Matters:

A. Balances: Current Account: £16,353.89 & Savings Account £18,844.49

B. To note the items of expenditure that have been pre approvingly paid

Date	Suppliers VAT No	Brief Description of Supply	Payment Type/Chq No	Reference	Invoice No	Ranger	Meeting Venue Hire	Insurance	Grass Cutting Playing Field	Grants	Clerk	Sundries	VAT	Total	Reconciled
05/06/2023	IE98 209 58W	Indeed - Advert for Clerk Job	BACS	12	76854604							£10.00		£10.00	<input checked="" type="checkbox"/>
05/06/2023	131 5051 20	Parsons Landscapes Ltd - May	BACS	13	16783				£750.40				£150.08	£900.48	<input checked="" type="checkbox"/>
18/06/2023	GB100203211	ESET UK - Clerks Computer	BASC	14	15670727							£69.98	£14.00	£83.98	<input checked="" type="checkbox"/>
28/06/2023		SALC Clerk Training Course	BASC	15	2304						£90.00			£90.00	<input checked="" type="checkbox"/>
28/06/2023		Clerks Salary	BACS	16							£306.00			£306.00	<input checked="" type="checkbox"/>
28/06/2023	131 2544 12	Somerset Council - Ranger - April	BACS	17	30017578	£528.14							£105.63	£633.77	<input checked="" type="checkbox"/>
28/06/2023	372 067792	Whitefield Accountants - Clerk Payroll	BACS	18	316						£40.00			£48.00	<input checked="" type="checkbox"/>
10/07/2023	131 2544 12	Somerset Council - Ranger - May & June	BACS	19	30020430	£1,408.37							£281.67	£1,690.04	<input type="checkbox"/>
10/07/2023	131 5051 20	Parsons Landscape Ltd - June	BACS	20	16852				£615.40				£123.08	£738.48	<input type="checkbox"/>

C. To agree and note the items of expenditure and approve payments since the last meeting.

3716

Date of next Meeting – Tuesday 19th September 2023

Meeting Closed at 9.14pm