

Meeting Minutes

Minutes of the meeting of the Parish Council held in Ashill Village Hall on Monday 04 September 2023 at 7.30 pm



ASHILL
PARISH COUNCIL
Serving Ashill and Surrounding Hamlets

ASHILL, HASTINGS, KENNY, RAPPS, SOUTHTOWN, STEWLEY,
WINDMILL HILL & WOOD

Present : Cllrs P Varney (Chairman), R Fry, A Crouch, J Crocker, B Pyle Mrs C Ball (Clerk), 0 members of the public.

69/23 Apologies

Absence noted for Cllrs N Harvey and County Cllr S Osborne.

70/23 Casual Vacancies

It was noted the Parish Council has one Casual Vacancies to be filled by co-option.

71/23 Chairmans' Opening Statement

The Chair welcomed everyone to the third 2023/24 meeting of the Parish Council. Cllr Varney hoped everyone had a good summer. It was noted that this would be the last meeting of the current Clerk, Mrs Ball. The council thanked the clerk for her work over the past year.

72/23 Public Participation

a) No public representation at the meeting.

73/23 Declarations of Interests / Dispensation Requests

Cllrs Fry and Cllr Crocker registered an interest in the school as PTFA treasurer and related to Head of School, respectively. Cllr Pyle registered an interest in St Mary's PCC.

74/23 Minutes

It was **resolved** for the minutes of the meeting held on 03 July 2023 to be agreed & signed as a true record.

75/23 Planning

The council noted the following planning applications received for review since the last council meeting held in July 2023.

Application No.	23/01102/OUT
Location	2 Wood Road Ashill Ilminster Somerset TA19 6NP
Proposal	Outline Application with some matters reserved except for Access and Layout for the erection of one dwelling

It was **resolved** the Cllrs confirmed **support** on planning consultation number: 23/01102/OUT

Application No.	23/02056/HOU
Location	Orchard Close School Lane Ashill
Proposal	Side and rear single storey wrap-around extensions

It was **resolved** the Cllrs confirmed **support** on planning consultation number: 23/02056/HOU

76/23 Playing Field

- a) Cllr R Fry provided an electronic report of her inspection of the playing field for August 2023 and provided a summary of this report at the meeting. Cllr Fry confirmed the works to weatherproof the boarding between the MUGA and skate ramp are now complete. The council gave thanks to Mr Underhill who has cut back the hedging in the playing field. Cllr Fry confirmed the handrail that had been reported as being insecure has now been removed and concrete pads will be required to provide a more secure footing for the post to be reinstalled. Cllr Fry will confirm the next steps at the next meeting.

Cllr Fry noted that the tennis court surface is deteriorating and will need replacing in the future. It was **resolved** for Cllr Fry to investigate possible grant funding options to support the tennis court surface renovations.

- b) The Annual Playing Field Inspection Report - 23 July 2023 - from the Playground Inspection Company was received & noted. The overall risk for the playing field is given as Moderate this is due to a finding (Finding 2) relating to the swing frame post showing signs of rot at the base. The council **resolved** to pay special attention to this post during their monthly playing field inspection checks and raise to the council if the post shows further signs of deterioration.
- c) Voluntary donations for those using the playing field facilities – Cllr Crocker gave an update on his findings on possible portals that could be used to give those using the playing field facilities an option to donate a contribution towards the upkeep of the playing field. There is further discussion needed on this topic by the council on how to implement a donation point at the playing field going forwards.

77/23 Highways / Footpaths

- a) Cllr Varney to give an update on the meeting with National Highways (NH) on 23rd August 2023 regarding the A358 dualling project. NH confirmed that the Development Consent Order is due to be submitted in December 2023. The purpose of the meeting was to compile a document covering areas of the A358 dualling project where NH and APC were in agreement, disagreement or neutral ground. Cllr Varney and other members of the A358 council of parishes for Ashill discussed APC's position on the project with NH and referenced the Council of Parishes document of concerns throughout the meeting. A draft document will be produced by NH and shared to APC for review after the meeting.
- b) Cllr Varney requested that both Peter and Chris who have previously been involved with the A358 dualling project are appointed to support Cllr Varney with historic knowledge of the project going forwards. The APC **resolved** for both Peter and Chris to act as supporting representatives for A358 dualling project going forwards.
- c) Cllr Pyle raised an issue from a member of the public regarding the raised root located in gateway from the Churchyard towards Windmill Hill. Cllr Fry confirmed she would go and review the situation and report to footpaths as needed. [**Post meeting note:** Cllr Fry has now removed the root from the gateway].

78/23 Health / Environment/ Parish Assets

- a) Bus Shelter – Cllr Fry provided an update on the village book exchange. The exchange continues to be kept clean and tidy.
- b) The works to replace the noticeboard at Southtown Farm and the Perspex for the village noticeboard are still to be completed. Cllr Harvey to give an update at next meeting in November 2023.

79/23 Village Hall

- a) The Clerk received a request from the Village Hall committee for the parish council to take over management of the Christmas tree and lights this year. It was **resolved** for Cllr Fry to order the village Christmas tree and also to arrange decoration with lights. This work would be completed at the start of December 2023 before the annual carols round the tree event.
- b) The village hall committee also confirmed to the Clerk that there would be a whole village meeting on 21st September 2023 at the Village Hall to discuss the roof replacement works and also the future of the village hall. Details of this meeting are posted on the village notice boards and also on the Parish Council website. The Clerk will also post on the Ashill Parish Council Facebook page.

80/23 Church

- a) Cllr Pyle reported that the coffee and chat mornings also continue to be successful. It was requested for a Defib training session to be given at an upcoming coffee and chat session. It was **resolved** for the Clerk to confirm with the Defib training lead (Jonathan Warren) that the council is happy for a training session to be given during a coffee and chat. The Clerk will provide the contact details for Jonathan Warren to Cllr Pyle for her to arrange a suitable date for the defib training session.
- b) Cllr Pyle also confirmed the low hanging branches of the ancient Yew tree in the churchyard have now been removed.

81/23 Communication

- a) The council gave consideration for the one expression of interest received for the Clerk position (to start in October 2023). The council unanimously resolved to progress with interview for the applicant. Cllr Varney and Cllr Crocker to attend the remote interview along with the Clerk. Cllr Varney to contact the candidate to arrange a suitable interview date. **[post meeting note:** the applicant has declined to be interviewed for the post. Cllr Varney received an expression of support from the a neighboring Clerk to support the council whilst a permanent Clerk is found. Cllr Varney, Cllr Crocker and the Clerk met with the neighboring Clerk (Laura Gowers) on 12th September to discuss the open post. Laura has subsequently confirmed she will be able to take on Ashill Parish Council duties alongside her other Clerk role and will take up the post from 1st October 2023].
- b) Cllr Crocker confirmed he will attend the upcoming LCN meeting on 21st September 2023 at 7pm.
- c) The council **resolved** for Cllr Varney to be given admin rights for the Parish Council Website going forwards.

65/23 Finance

- a) The council received and noted the August 2023 Finance Report.
- b) The council confirmed and noted receipt of the 2022/23 AGAR Notification of exemption status received from SBA.
- c) The Clerk to confirmed submission of VAT refund will be submitted before the end of September 2023.
- d) Cllr Varney, Cllr Fry and the Clerk confirmed that Natwest has not progressed the application for online banking updates requested via the online Mandate in June 2023. It was **resolved** for Cllr Varney to arrange a face-to-face meeting with Natwest. The Clerk will provide a list of each bank account held by Ashill Parish Council and confirm the issues with access for each account.
- e) The council acknowledged and approved the following payments:

Cost description	Total Value	VAT	Date Paid	Invoice Reference
P.A. Underhill – Works carried out at playing field	£354.99	-	15/09/23	Invoice dated 03Jul23
Screwfix – Water repellent sealer and brushes for playing field works	£91.75	£15.30	05/07/23	Invoice no: A12885035011
The Playground Inspection Company – Outdoor Annual Inspection	£144.00	£24.00	23/08/23	Invoice: 62870
Clerk Salary (Q2, Jul to Sept 2023) – C. Ball	£582.92		29/09/23	Due before 30 th September 2023

66/23 Items for consideration for a future agenda

- Updated standing orders (using most recent NALC model)
- Updated financial regulations (using most recent NALC model).
- Defibrillator replacement funding strategy
- Review of bank account signatories
- Options for Donations for playing field

67/23 Date of Next Meeting

It was confirmed the next meeting would be held on 06 November 2023 at 7.30pm.

The meeting closed at 20:58 pm

Signed : (Chairman)
04 September 2023