

Notice of a Mudford Parish Council Meeting

Dear Councillors,

You are hereby summoned to attend the following:

Meeting of: **Mudford Parish Council**
Time: **19:00**
Date: **Thursday 26th June 2025**
Venue: **Mudford Village Hall, BA21 5TE**

P. Galloway

Petra Galloway – Mudford Parish Clerk
18th June 2025

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.

MUDFORD PARISH COUNCIL

www.mudford-pc.gov.uk

Clerk: Petra Galloway

Tel: 07552 509707 E-mail: clerk@mudford-pc.gov.uk

Members of the Public and Press are invited to attend all Council Meetings
(Public Bodies (Admission to Meetings) Act 1960).

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

25/76 To receive apologies for absence and approve the reasons (LGA 1972 s 85(1)).

25/77 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 s 33 (b-e). (NB this does not preclude any later declarations).

25/78 To approve and sign as a correct record the minutes of the previous meeting held on 29th May 2025.
(LGA 1972 Sch 12, para 41(1)).

25/79 Public Comments.

This section is at the Chairman's discretion and may last up to 15 minutes.

25/80 Outside reports from Representatives.

- i. Somerset Councillors (3 minutes)
- ii. Outside bodies/groups (3 minutes)

25/81 Matters to report from a previous meeting.

- i. Withy Bed (Conservation project).

25/82 Planning decisions report.

25/83 Planning applications.

25/01367/S73; Land Os 3400 North Of Mudford Road, Yeovil, Somerset
S 73 application to vary condition 5 and remove conditions 9 & 14 of planning permission 22/00695/OUT (as granted under appeal APP/E3335/W/23/3328322) for Outline planning application with all matters reserved except for access, for the erection of up to 252 dwellings, public open space (including community orchard and village green), woodland planting, ecological buffers, sustainable drainage systems, a biodiverse wetland habitat and other ancillary works.

25/84 Planning applications received on and after 18th June 2025.

25/85 FINANCE: To approve the Cashbook/Bank Reconciliation to 31st May 2025.

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MUDFORD PARISH COUNCIL 2025-26							
Receipts and Payments Summary for the year ending 31st March 2026							
	Last Year	This Year	Transfer from Reserves	Budget	Remaining based on initial budget	Remaining % based on initial budget	Variance
	2024-25	2025-26	during 25-26	2025-26	2025-26	2025-26	between years
RECEIPTS							
Precept	£ 58,100.00	£ 46,467.00					-£ 11,633.00
Deposit Interest	£ 2,662.84	£ -					-£ 2,662.84
Cemetery Fees	£ 2,380.00	£ 200.00					-£ 2,180.00
Grants	£ -	£ -					£ -
Other	£ 35.00	£ -					-£ 35.00
VAT repayment	£ 8,349.53	£ -					-£ 8,349.53
TOTAL RECEIPTS	£ 71,527.37	£ 46,667.00					-£ 24,860.37
PAYMENTS							
Operations							
Salaries	£ 9,504.51	£ 1,414.24		£ 11,000.00	£ 9,585.76	87%	-£ 8,090.27
Admin	£ 4,018.58	£ 2,594.00		£ 5,233.00	£ 2,639.00	50%	-£ 1,424.58
Subscriptions	£ 663.08	£ 447.32		£ 724.00	£ 276.68	38%	-£ 215.76
Insurance	£ 921.28	£ 1,391.32		£ 1,000.00	-£ 391.32	-39%	£ 470.04
Training	£ 380.00	£ -		£ 1,345.00	£ 1,345.00	100%	-£ 380.00
Audits	£ 557.63	£ 295.00		£ 650.00	£ 355.00	55%	-£ 262.63
Parish Maintenance							
Grounds Maintenance Contract	£ 4,125.42	£ 1,465.19		£ 6,500.00	£ 5,034.81	77%	-£ 2,660.23
Hedges and Trees	£ 2,676.27	£ -		£ 4,210.00	£ 4,210.00	100%	-£ 2,676.27
Cemetery	£ 5,963.18	£ 21.00		£ 2,080.00	£ 2,059.00	99%	-£ 5,942.18
Play Area/Inspections	£ 941.64	£ -		£ 935.00	£ 935.00	100%	-£ 941.64
General Parish Maint/Drains/Flood	£ 1,503.00	£ 105.00		£ 2,540.00	£ 2,435.00	96%	-£ 1,398.00
25-26 Projects and Grants							
Grants	£ 1,885.00	£ -		£ 5,300.00	£ 5,300.00	100%	-£ 1,885.00
Parish Projects	£ 1,164.60	£ -		£ 600.00	£ 600.00	100%	-£ 1,164.60
Up Mudford Challenge	£ 26,398.50	£ -	£ 8,000.00	£ -	£ -	N/A	-£ 26,398.50
VAT incurred	£ 8,204.45	£ 207.54					-£ 7,996.91
Budget additions (To Reserves)				£ 4,350.00			
TOTAL PAYMENTS	£ 68,907.14	£ 7,940.61					
s137 sub-total		£ -					
Exc of Recept over Paymts	£ 2,620.23	£ 38,726.39					
plus balances b/fwd	£ 100,068.01	£ 102,688.24					
Balances c/fwd	£ 102,688.24	£ 141,414.63					
Reconciliation with bank accounts at 31st MAY 2025							
Unity Trust Current Account	£ 1,149.37						
Unity Trust Savings Account	£ 70,265.26						
Redwood Bank 95 day notice	£ 40,000.00						
Redwood Bank Suspense Account	£ 30,000.00						
Redwood Bank 1 yr Bond	£ -						
Less Outstanding payments	£ -						
Add Outstanding lodgements	£ -						
Total balances at bank	£ 141,414.63						

25/86 FINANCE:

- i. To **note** payments made in June 2025 under the delegated authority of the Clerk/RFO.

Invoice	Payee	Particulars	Amount	Notes
1	Pinnacle Accountancy Services	YE Payroll and wages to 31 st March 25 Inv 18926	£121.20	Paid on 05.06.2025
2	SLCC	Qualification fee Inv QL207384-1	£450.00	Paid on 16.06.2025

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- ii. To **note** an internal virement of £1,000 from the Unity Trust Bank Instant Access Saving Account to Unity Trust Bank Current Account on 15th June 2025.

25/87 FINANCE: To approve the payment schedule for June 2025.

Invoice	Payee	Particulars	Amount
1	P D Sargent	Cemetery Maintenance April Inv 22-85	£147.50
2	KM Dike Nurseries	Grounds Maintenance Inv 2270	£427.50
3	Staff	Salary June	
4	HMRC	PAYE June	TBC

25/88 Redwood Bank Accounts:

- i. To **confirm** the banking arrangements with Redwood Bank.
- ii. To **note** a return of £30,000 from closed 1 yr bond account on 2nd June 2025.
- iii. To **note** a virement of funds on 30th May 2025:
1 yr bond account: £30,000 and 95 day notice account £40,000
- iv. To **note** virement of funds on 16th June 2025:
1 yr bond account: £30,000

25/89 To receive and consider a Grant Application from Three Villages Flood Group (3VFG).

25/90 To receive and consider a Grant Application from Mudford Village Hall Committee.

25/91 FINANCE: To approve an internal virement of funds from the Unity Trust Bank Instant Access Saving Account to Unity Trust Bank Current Account.

25/92 To consider a virement of funds from the General Reserves to Grants budget line.

25/93 Final Draft of s106 agreement 14/02554/OUT (Primrose Lane development):

- i. To **review** and **consider** the Final draft of s106 agreement for Primrose Lane development 14/02554/OUT.
- ii. To **consider** the engagement of a consultant or solicitor to review the s106 agreement and **agree** the budget for the work.

25/94 To receive and consider quotes from IT firms to set up a Microsoft 365 Business Account for the Clerk.

25/95 To receive and consider the Arboriculturist Survey and agree short- and long-term actions.

25/96 To consider and adopt the Biodiversity Policy and Biodiversity Action Plan.

25/97 To consider and adopt the Equality and Diversity Policy.

25/98 To consider and agree Councillor's Induction Pack.

25/99 To review and adopt:

- i. Privacy Notice (General)
- ii. Privacy Policy for Website users

iii. Accessibility Statement

25/100 To review and adopt Audio and Video Recording Policy.

25/101 To consider the items on the Action List.

25/102 To consider small repairs on the Playing field (Recreation Ground) and agree list of repairs needed.

25/103 To consider new signage on the Playing field (Recreation Ground) and the Cemetery.

25/104 To consider repair of the Vehicle Activated Device on the southern approach (top of the village) and agree next steps.

25/105 To consider waiving memorial permit installation fees for the Exclusive Right of Burial (EROB) grave space D1 28.

25/106 To consider sending an FOI request in relation to soil testing on the development site of planning application 14/02554/OUT (Primrose Lane) and 15/03942/FUL.

25/107 To confirm delegation of councillor roles for Planning and Speedwatch.

25/108 To receive Councillor reports¹.

25/109 To receive the Parish Clerk's report and any correspondence.

Report:

Tor View Close – uncut verges

Parish Online Mapping

Correspondence:

NALC's Events newsletters and Chief Executive Bulletins

NALC – Star Council Award

NALC – New edition of Local Council's explained

SALC and ICCM training events

Yeovil LCN AGM

Planning enforcement in Somerset

CPRE Fundraiser

Local Government Boundary Commission

Somerset Festival of Remembrance 2025 – 1st November

Wessex Water Community drop ins – Yeovil

Better Buses for Somerset

55/110 To receive the traffic report from Vehicle Activated Devices.

25/111 Items for the next agenda.

¹ N.B Councils cannot lawfully decide items of business that is not specified in the summons/agenda (LGA 1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119).

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25/112 Date of next meeting – 31st July 2025 at 19:00 at Mudford Village Hall, BA21 5TE,
(Cllrs to note – all agenda items to be notified to the Parish Clerk by Monday 21st July
2025).

End of Agenda