

Notice of Mudford Parish Council Meeting

Dear Councillors,

You are hereby summoned to attend the following:

Meeting of: **Mudford Parish Council**
Time: **19:00**
Date: **Thursday 25th June 2026**
Venue: **Mudford Village Hall, BA21 5TE**

P. Galloway

Petra Galloway
Parish Clerk
19th June 2026

The following members of Mudford Parish Council are summoned to attend:
J. Dalton-Leggett (Chairman), R. Bowring, D. Brown, P. Blackwood, P. Edgeworth, S. Bartlett and J. Snell.

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 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

26/103 To receive and consider apologies for absence and approve the reasons (LGA 1972 s 85(1)).

26/104 To receive 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).

26/105 To approve and sign as a correct record the minutes and the confidential report of the extraordinary meeting held on 20th May 2026 (LGA 1972 Sch 12, para 41(1)).

26/106 To approve and sign as a correct record the minutes and the confidential report of the ordinary meeting held on 28th May 2026 (LGA 1972 Sch 12, para 41(1)).

26/107 To receive Public Comments.

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

26/108 To receive outside reports from Representatives.

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

26/109 To receive an update on matters arising from previous meetings and to review the action list:

- i. Withy Bed land registration (Clerk, Cllr Bartlett)
- ii. Withy Bed TPO (Cllr Bartlett)
- iii. Cattle issue - Ashington Lane (Cllr Bartlett)
- iv. Act to Adapt (Clerk)
- v. Cemetery Chapel survey (Clerk)

26/110 To receive a report on planning decisions made after the agenda was published on 19th June 2026.

26/111 To consider planning applications, applications to discharge conditions, and any amendments to applications previously discussed (including applications outside of the parish boundary); to agree any comments, and to make any necessary delegations to the clerk:

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Clerk: Petra Galloway

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

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- i. 26/01145/HOU; The Old Farmhouse, Stone Farm Barns, Stone Lane, Yeovil
Proposal: Demolition of lean to and erection of new extension and basement.
 - ii. 26/01361/HOU; 38 Stone Lane, Yeovil, Somerset
Proposal: Erection of timber framed summer house and associated decking in the rear garden (retrospective application).
 - iii. 26/01409/TPO; 19 Primrose Lane, Mudford, Yeovil
TPO notification only

26/112 To consider commenting on planning applications, applications for the discharge of conditions, and any amendments or new submissions to applications previously discussed (including applications outside of the parish boundary), received on or after 19th June 2026, including any delegations to the clerk as required.

26/113 Somerset Council's Local Plan:

- i. To receive and consider Somerset Council's Housing and Economic Land Availability Assessment (HELAA).
- ii. To receive and consider FoMAG's open invitation to contribute to shaping Somerset's new Local Plan.
- iii. To consider a response to Somerset Council's Scoping Consultation (Regulation 20).
- iv. To discuss and agree any appropriate next steps.

26/114 Community Survey:

- i. To receive the clerk's update on the progress of the survey.
- ii. To note the final printing costs of £506, following the agreed survey format and content, and that three quotes were obtained and considered; and to agree that the total cost be allocated to the Parish Projects budget line.
- iii. To consider extending the survey deadline, if required.

26/115 To review the Parish Projects earmarked reserves and to consider and agree a virement of £750 to the Parish Projects budget line.

26/116 To amend and adopt the Expenses Policy.

26/117 FINANCE: To approve the Cashbook/Bank Reconciliation to 31st May 2026 (Appendix 1).

26/118 FINANCE:

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

Invoice	Payee	Particulars	Amount	Date of payment
1	ICCM	Inv 5189/2026/27 – Membership fee	£110.00	08.06.2026
2	Richard Buxton Solicitors	MUD 1/1 Defendant's adverse cost (Judicial Review 14/02554/OUT)	£10,000.00	28.05.2026
3	Mudford Village Hall	Booking 20.05.2026	£10.00	26.05.2026

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- ii. To **note** the receipts from 18.05.2026 to 16.06.2026.

Date	Particulars	Amount	Notes
16.06.2026	Unity Trust Bank Current Account - Annual gross interest from Redwood Bank's 1 Year Bond	£1,230.00	1 Year Bond matured on 16.06.2026
31.05.2026	Redwood Bank's 35 Day Notice Account	£31.88	Monthly interest
29.05.2026	Redwood Bank's 95 Day Notice Account	£1,435.41	Annual gross interest

- iii. To **note** the corporate purchasing card transactions.

Date	Particulars	Amount	Notes
18.05.2026	Monthly fee	£3.00	Card fee

- iv. To **note** the internal virement of £17,000 from Unity Trust Bank Instant Access Account to the Current Account made on 26.05.2026.
- v. To **note** the Redwood Bank's 1 Year Bond matured on 16th June 2026 and the funds were withdrawn to the 95 Day Notice account as agreed in motion 26/18.
- vi. To **note** the Redwood Bank's 95 Day Notice account interest rate is changing from AER 3.25% to £3% from 3rd October 2026.
- vii. To **note** that the defendant's costs (Judicial Review 14/02554/OUT) were paid by the solicitor as required.

26/119 FINANCE:

- i. To **approve** the payment schedule for June 2026 and any invoices received after 18th June 2026.

Invoice	Payee	Particulars	Amount
1	Staff	Expenses 06	£41.00
2	Staff	Salary	
3	Halcyon Landscapes	Grounds Maintenance Inv 6571	£440.23
4	HMRC	794PL00149285 mo 03	£TBC
5	P D Sargent	Cemetery Maintenance Inv 23-12	£46.75

- ii. To **approve** an internal virement of funds from the Unity Trust Bank Instant Access Account to the Current Account.
- iii. To **approve** the increase in the SLCC membership cost from £158 to £200.
- iv. To **review** the Up Mudford Challenge budget line and consider renaming it.

26/120 To agree to renew the Microsoft 365 Business Standard annual licence through Zen Computers at a cost of £138.24 + VAT.

26/121 Delegation to the parish clerk:

- i. To consider and resolve to delegate authority to the parish clerk to instruct Richard Buxton Solicitors, or such other solicitors as the clerk deems appropriate, on behalf of Mudford Parish Council. Such delegation to apply in relation to obtaining legal advice concerning any past, current, or future planning applications, planning

decisions, or associated matters. This to include (but not be limited to) matters relating to planning application 14/02554/OUT and Land North of Mudford Road (Land OS 3400), including any judicial review or related proceedings.

- ii. To approve a budget of £1,500 (+VAT) for such legal work and agree any necessary allocation or reallocation of funds from general or earmarked reserves.

26/122 To consider participation at the Climate Adaptation Summit (10th October 2026) in Taunton.

26/123 To consider correspondence from Yeovil Without Parish Council regarding the proposed community hall associated with the Up Mudford development (14/02554/OUT), including the council's position on the project, and whether to engage in joint discussions on the future delivery, ownership, governance and management of the facility.

26/124 To agree to attend GDPR training and approve associated costs.

26/125 To appoint a councillor as a representative to the Mudford Village Hall Committee.

26/126 To receive Councillor reports¹.

26/127 To receive the Parish Clerk's report and any correspondence.

Correspondence:

NALC's events newsletter and chief executive's bulletin

SALC's newsletter

Somerset Bus Franchising Proposal (May 2026)

LCN Community Working Review

Flood Resilience Fund (£50 million) and 3VFG response

Care Quality Commission Assessment

Changes to Somerset Council Customer Service Point (CSP)

Somerset Prepared Community Resilience Day – 21st October 2026

26/128 To receive the traffic report from Vehicle Activated Devices.

26/129 To receive a report from Somerset Council on road repairs.

26/130 To receive the play area and skate park inspection reports.

26/131 Items for the next agenda.

- i. ICCM training
- ii. Review of Internal Controls Policy

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).

iii. Permissive paths

26/132 To confirm the date of the next meeting – 30th July 2026 at 19:00 at Mudford Village Hall, BA21 5TE, (Cllrs to note – all agenda items to be notified to the Parish Clerk by Monday, 20th July 2026).

26/133 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 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.

26/134 To discuss and consider the clerk's pension contributions, including obligations, costs, and any actions required.

End of Agenda

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Appendix 1

MUDFORD PARISH COUNCIL 2026-27								
Receipts and Payments Summary for the year ending 31st March 2027								
	Last Year	This Year	Transfer from Reserves	Budget	Remaining including transfers from Reserves	Remaining based on initial budget	Remaining % based on initial budget	Variance
	2025-26	2026-27	during 26-27	2026-27	2026-27	2026-27	2026-27	between years
RECEIPTS								
Precept	£ 46,467.00	£ 27,541.00						£ 18,926.00
Deposit Interest	£ 1,422.11	£ 1,498.05						£ 75.94
Cemetery Fees	£ 7,800.00	£ 600.00						£ 7,200.00
Grants	£ 5,500.00	£ -						£ 5,500.00
CIL	£ -	£ 87.93						
Other	£ 5,150.00	£ 500.00						£ 4,650.00
VAT repayment	£ 5,526.77	£ -						£ 5,526.77
TOTAL RECEIPTS	£ 71,865.88	£ 30,226.98						£ 41,638.90
PAYMENTS								
Operations								
Salaries	£ 10,252.17	£ 1,539.18		£ 11,500.00		£ 9,960.82	87%	£ 8,712.99
Admin	£ 3,863.55	£ 1,381.20		£ 3,492.00		£ 2,110.80	60%	£ 2,482.35
Subscriptions	£ 853.72	£ 335.23		£ 960.00		£ 624.77	65%	£ 518.49
Insurance	£ 1,391.32	£ 1,428.71		£ 1,800.00		£ 371.29	21%	£ 37.39
Training	£ 800.00	£ 50.00		£ 520.00		£ 470.00	90%	£ 750.00
Audits	£ 610.00	£ 295.00		£ 700.00		£ 405.00	58%	£ 315.00
Parish Maintenance								
Grounds Maintenance Contract	£ 4,956.44	£ 723.11		£ 5,243.00		£ 4,519.89	86%	£ 4,233.33
Hedges and Trees	£ 1,685.00	£ -		£ 3,500.00		£ 3,500.00	100%	£ 1,685.00
Cemetery	£ 666.77	£ 110.90	£ 300.00	£ 500.00		£ 389.10	78%	£ 555.87
Play Area/Inspections	£ 913.82	£ -		£ 3,455.00		£ 3,455.00	100%	£ 913.82
General Parish Maint/Drains/Flood	£ 5,497.40	£ -		£ 6,412.00		£ 6,412.00	100%	£ 5,497.40
25-26 Projects and Grants								
Grants	£ 4,778.17	£ -		£ 7,000.00		£ 7,000.00	100%	£ 4,778.17
Parish Projects	£ 70.00	£ 107.52	£ 500.00	£ 8,000.00		£ 7,892.48	99%	£ 37.52
Up Mudford Challenge	£ 16,205.63	£ 31,686.80	£ 34,794.37	£ 5,000.00	£ 8,107.57	£ 26,686.80	N/A	£ 15,481.17
Land North of Mudford Rd	£ -			£ 2,000.00				
VAT incurred	£ 5,774.04	£ 4,560.38						£ 1,213.66
Budget additions (To Reserves)				£ 6,000.00				
TOTAL PAYMENTS	£ 58,318.03	£ 42,218.03						
s137 sub-total		£ -						
Exc of Recpt over Paymts	£ 13,547.85	£ 11,991.05						
plus balances b/fwd	£ 102,688.24	£ 116,236.09						
Balances c/fwd	£ 116,236.09	£ 104,245.04						
Reconciliation with bank accounts at 31st May 2026								
Unity Trust Current Account	£ 4,759.62							
Unity Trust Savings Account	£ 27,967.93							
Redwood Bank 95 day notice	£ 31,435.41							
Redwood Bank 1 yr Bond	£ 30,000.00							
Redwood Bank 35 day notice	£ 10,082.08							
Less Outstanding payments	£ -							
Add Outstanding lodgements	£ -							
Total balances at bank	£ 104,245.04							