

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 27th August 2026**
Venue: **Mudford Village Hall, BA21 5TE**

P. Galloway

Petra Galloway
Parish Clerk
21st August 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

26/179 To receive and consider apologies for absence and approve the reasons (LGA 1972 s 85(1)).

26/180 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).

26/181 To approve and sign as a correct record the minutes and confidential report of the ordinary meeting held on 30th July 2026 (LGA 1972 Sch 12, para 41(1)).

26/182 To receive Public Comments.

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

26/183 To receive outside reports from Representatives.

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

26/184 To receive an update on matters arising from previous meetings and to review the action list:

- i. Withy Bed TPO (Cllr Bartlett)
- ii. Withy Bed land registration (Clerk)
- iii. Cattle issue - Ashington Lane (Cllr Bartlett)
- iv. Act to Adapt (Clerk)
- v. Thorney Lane (Clerk)
- vi. A359 path to Hales Meadow (Clerk)
- vii. Cemetery Chapel quotes (Clerk)
- viii. Permissive paths (Clerk)

26/185 Planning:

- i. To receive a report on planning decisions:
26/01409/TPO; 19 Primrose Lane, Yeovil - Permitted with conditions.
- ii. To receive a report on planning decisions made after the agenda was published on 21st August 2026.
- iii. To note planning application 26/018/30/PAMB; Ashington Lane, Limington.
Prior Approval for the change of use of No.01 agricultural buildings to No.02 dwellinghouses (Class C3), and associated building operations.

MUDFORD PARISH COUNCIL

www.mudford-pc.gov.uk

Clerk: Petra Galloway

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

- iv. 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 21st August 2026, including any delegations to the clerk as required.

26/186 FINANCE: To approve the Cashbook/Bank Reconciliation to 31st July 2026 (Appendix 1).

26/187 FINANCE:

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

Invoice	Payee	Particulars	Amount	Date of payment
1	Scribe Accounts	Inv 20064 Inv 20593	£44.40 £44.40	04.08.2026
2	Mudford Village Hall	Room bookings 16,22,29 September	£50.00	04.08.2026
3	Mudford Village Hall	Room bookings 11,24 August	£30.00	17.08.2026

- ii. To **note** the receipts from 25.07.2026 to 20.08.2026.

Date	Particulars	Amount	Notes
03.08.2026	Fine Memorials Memorial fee	£150.00	Memorial fee – T19
31.07.2026	Gross interest	£32.08	35 Day notice account

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

Date	Particulars	Amount	Notes
		TBC	Card statement not yet received

- iv. To **note** an internal virement of £1,500 from the Unity Trust Bank Instant Access Account to the Current Account made on 17th August 2026, and an internal virement of £17,000 made on 26th May 2026.
- v. To **note** the Redwood Bank's 1 Yr Bond has been opened and £10,000 transferred on 7th August 2026.

26/188 FINANCE: To approve the payment schedule for August 2026 and any invoices received after 20th August 2026.

Invoice	Payee	Particulars	Amount	Notes
1	Staff	Salary August		
2	Staff	Allowance (Expenses) August	£41.00	
3	HMRC	794PL00149285 mo 05	£70.11	
4	Halcyon Landscapes	Grounds Maintenance Inv 6896	£440.23	Regular payment
5	P D Sargent	Cemetery Maintenance Inv 23-16	£40	

26/189 To consider Parish Online Mapping subscription renewal at a cost of £75.60.

26/190 Training:

- i. To consider Councillor Brown's attendance at SALC's "The Worker Protection Act 2023" training course at a cost of £30.

- ii. To consider and agree attendance at any other training courses requested by councillors (or clerk), together with the associated costs.

26/191 To receive and consider the Community Grant Application from the 3 Villages Flood Group (3VFG), and to agree the action to be taken.

26/192 To consider the grounds maintenance contractor's quotation for bramble cutting on the southern side of the Recreation Ground and to agree any necessary action.

26/193 Cemetery:

- i. To review and consider the maximum permitted dimensions for cemetery memorials (headstones) and agree any amendments.
- ii. To review and approve amendments to the Cemetery Regulations and any other relevant policies or documents to reflect the agreed changes to memorial dimensions.
- iii. To consider correspondence received from Yeovil Crematorium and Cemetery Committee regarding exploring future burial ground provision, including the potential extension of the existing burial ground, availability of additional land, and opportunities for joint working with Yeovil Crematorium and Cemetery Committee.

26/194 To receive Councillor reports¹.

26/195 To receive the Parish Clerk's report and any correspondence.

- Update on Scribe Accounting Software
- Digital AGAR
- SALC's (free) Elections 2027 webinar
- 26/00478/DOC1; Manor Farm, Ashington Lane, Chilton Cantelo
- Stone Lane traffic issue – concerns shared with SC StreetWorks
- Localism Act s32A

Correspondence:

NALC's events newsletter, County Association of the Year and chief executive's bulletin
SALC's newsletter

Resident email regarding traffic issues on Stone Lane

Big Conversation on Care (The Independent Commission on Adult Social Care)

Dorset and Somerset Air Ambulance – 2nd Helicopter

RNAS Yeovilton invitation

Somerset Bus Partnership – new bus route 567

26/196 To receive the traffic report from Vehicle Activated Devices.

26/197 To receive a report from Somerset Council on road repairs.

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).

26/198 To receive the play area and skate park inspection reports.

26/199 Items for the next agendas (3 meetings to be held in September):

- i. Community Survey and Plan – 22nd and 29th September
- ii. Annual Playground Inspection Report – 24th September
- iii. Amendment to the Publication Scheme – Localism Act s32A – 24th September
- iv. External Auditor's report – 24th September

26/200 To confirm the date of the next meeting – 22nd September 2026 at 19:00 at Mudford Village Hall, BA21 5TE.

26/201 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.

26/202 To receive an update on the status of the clerk's pension provision and any associated matters.

26/203 To note that the clerk has successfully completed the CiLCA qualification, and to review and consider changes to the clerk's salary, and to approve any necessary amendments to the clerk's contract of employment.

End of Agenda

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Clerk: Petra Galloway

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

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	£ 2,963.11						£ 1,541.00
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	£ 31,692.04						-£ 40,173.84
PAYMENTS								
Operations								
Salaries	£ 10,252.17	£ 3,892.01		£ 11,500.00		£ 7,607.99	66%	-£ 6,360.16
Admin	£ 3,863.55	£ 1,733.53		£ 3,492.00		£ 1,758.47	50%	-£ 2,130.02
Subscriptions	£ 853.72	£ 705.23		£ 960.00		£ 254.77	27%	-£ 148.49
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
Legal Advice	£ -		£ 1,500.00					
Parish Maintenance								
Grounds Maintenance Contract	£ 4,956.44	£ 1,456.83		£ 5,243.00		£ 3,786.17	72%	-£ 3,499.61
Hedges and Trees	£ 1,685.00	£ -		£ 3,500.00		£ 3,500.00	100%	-£ 1,685.00
Cemetery	£ 666.77	£ 157.65	£ 300.00	£ 500.00		£ 342.35	68%	-£ 509.12
Play Area/Inspections	£ 913.82	£ -		£ 3,455.00		£ 3,455.00	100%	-£ 913.82
General Parish Maint/Drains/Flood	£ 5,497.40	£ 591.50		£ 6,412.00		£ 5,820.50	91%	-£ 4,905.90
25-26 Projects and Grants								
Grants	£ 4,778.17	£ -		£ 7,000.00		£ 7,000.00	100%	-£ 4,778.17
Parish Projects	£ 70.00	£ 4,761.52	£ 1,250.00	£ 8,000.00		£ 3,238.48	40%	£ 4,691.52
Up Mudford Challenge	£ 16,205.63	£ 31,686.80	£ 34,794.37	£ 5,000.00	£ 8,107.57	-£ 26,686.80	-534%	£ 15,481.17
Land North of Mudford Rd	£ -			£ 2,000.00		£ 2,000.00	100%	£ -
VAT incurred	£ 5,774.04	£ 5,701.58						-£ 72.46
Budget additions (To Reserves)				£ 6,000.00				
TOTAL PAYMENTS	£ 58,318.03	£ 52,460.36						
s137 sub-total		£ -						
Exc of Recpt over Paymts	£ 13,547.85	-£ 20,768.32						
plus balances b/fwd	£ 102,688.24	£ 116,236.09						
Balances c/fwd	£ 116,236.09	£ 95,467.77						
Reconciliation with bank accounts at 31st July 2026								
Unity Trust Current Account	£ 11,247.29							
Unity Trust Savings Account	£ 12,639.96							
Redwood Bank 95 day notice	£ 61,435.41							
Redwood Bank 1 yr Bond	£ -							
Redwood Bank 35 day notice	£ 10,145.11							
Less Outstanding payments	£ -							
Add Outstanding lodgements	£ -							
Total balances at bank	£ 95,467.77							
Signed	Date	Signed						
Councillor		Responsible Financial Officer						