
**Minutes of Mudford Parish Council Meeting held on Friday 3rd July 2026 at 19:00,
Mudford Village Hall, BA21 5TE**

Present – Councillors (Cllrs): Jo Dalton-Leggett (Chair), Robin Bowring, Peter Blackwood and Stephen Bartlett.

Absent – Cllr: John Snell, Phil Edgeworth and David Brown.

In attendance: Petra Galloway – Parish Clerk/RFO, Somerset Councillor Henry Hobhouse and 5 members of the public.

This meeting was convened in place of the Mudford Parish Council meeting originally scheduled for Thursday 25th June, which, due to extreme weather, was inquorate and therefore closed with the agenda adjourned (Standing Order 3 v). The agenda remained the same.

19:00 – Meeting started.

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

RESOLVED: Cllrs Brown sent apologies that he is away, and the council accepted the apologies and approved his reasons. Cllrs Snell and Edgeworth were absent.

26/104 To receive Declarations of Interests.

No declarations of interest were received.

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)).

RESOLVED: The minutes and the confidential report from the meeting were approved and signed as a true and accurate record of the meeting held.

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)).

RESOLVED: The minutes and the confidential report from the meeting were approved and signed as a true and accurate record of the meeting held.

26/107 To receive Public Comments.

No public comments were received.

26/108 To receive outside reports from Representatives.

i. Somerset Councillors (3 minutes)

Cllr Hobhouse – Flood Resilience Fund Update: Cllr Hobhouse reported that, from the Government's recently announced £50 million Flood Resilience Fund for Somerset, £10 million has been allocated to Taunton. He encouraged interested parties to attend Somerset Council's Scrutiny Committee meeting on 9th July 2026. Cllr Hobhouse also advised that proposed flood resilience schemes, including cost estimates, should be submitted to Somerset Council (SC) in September. He confirmed that he would be happy to meet with

interested groups to discuss potential projects, including proposals developed in partnership with local farmers.

- ii. Outside bodies/groups (3 minutes)
 - a. 3VFG – The group reported that it has received a response from Somerset Council's Head of Climate and Natural Environment regarding the Flood Resilience Fund. The group has been working for the past 18 months on a nature-based flood management project, in collaboration with the Yeovil Rivers Community Trust, which it intends to present for funding consideration. Seven zones have been identified, with different solutions proposed for each area. The group will share an interim summary with the clerk (and Cllr Hobhouse) and intends to attend the forthcoming Scrutiny Committee meeting. It was also shared that work on the supporting evidence bundle is ongoing.

The group reported that the proposed desilting works beneath one of Mudford's bridge arches, for which the Environment Agency had committed funding and agreed to undertake the work, have been paused as the landowner has declined access to the site. The group further advised that repairs to a crack in the retaining wall are also planned.

19:35 Cllr Bartlett arrived at the meeting and apologised for his late arrival.

- b. FoMAG – The group continues to scrutinise the Bloor Homes development (Land OS), for which the Lead Local Flood Authority (LLFA) has raised concerns and requested substantial additional evidence. LLFA has also asked the Local Flood Authority to demonstrate that the proposed development will not increase flood risk downstream. The group further reported that it has submitted an objection to application 26/01393/NMA.
- c. Village Hall Committee – The committee thanked Cllr Bowring for his representation at the committee for the past year. The Flower Show (to include cream tea) is planned for Saturday 25th July.
- d. Speed Watch – A National Speed Watch Day will be held on 15th July to raise the profile of the valuable work carried out by Speed Watch volunteers and to highlight their contribution to improving road safety within local communities.

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) – the solicitors prepared draft documents for review, which were initially shared with Cllrs Bowring and Bartlett. The clerk is arranging a visit to the Taunton archive to examine past minutes and locate supporting evidence.
- i. Withy Bed TPO (Cllr Bartlett) – Cllr Bartlett was unable to reach the TPO officer but will try again.
- ii. Cattle issue - Ashington Lane (Cllr Bartlett) – Cllr Bartlett spoke to the farmer and hopes the issue is now resolved.
- iii. Act to Adapt (Clerk) – the draft plan consultation will take place in August or September, with the date to be confirmed.
- iv. Cemetery Chapel survey (Clerk) – not yet received.

RESOLVED: The update was received and the action list reviewed.

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

No new planning decisions were made.

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:

- i. 26/01145/HOU; The Old Farmhouse, Stone Farm Barns, Stone Lane, Yeovil
- ii. 26/01361/HOU; 38 Stone Lane, Yeovil, Somerset
- iii. 26/01409/TPO; 19 Primrose Lane, Mudford, Yeovil

RESOLVED: The council agreed not to comment on the above applications.

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.

No new planning applications were received.

26/113 Somerset Council's Local Plan:

- i. To receive and consider Somerset Council's Housing and Economic Land Availability Assessment (HELAA).

RESOLVED: The council received and considered HELAA and agreed to await further information.

- ii. To receive and consider FoMAG's open invitation to contribute to shaping Somerset's new Local Plan.

RESOLVED: The council agreed to return to consideration of the letter at the next meeting.

- iii. To consider a response to Somerset Council's Scoping Consultation (Regulation 20).

RESOLVED: The council agreed not to respond to the consultation.

- iv. To discuss and agree any appropriate next steps.

RESOLVED: The council agreed that apart from discussing FoMAG's letter no further actions are required at this stage.

26/114 Community Survey:

- i. To receive the clerk's update on the progress of the survey.

RESOLVED: The council received the update.

- 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.

RESOLVED: The council noted the final cost, the quotes received and agreed that the total cost be allocated to the Parish Projects budget line.

- iii. To consider extending the survey deadline, if required.

RESOLVED: The council agreed to extend the deadline, the decision on the exact date was delegated to the clerk.

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

RESOLVED: The council reviewed the earmarked reserves and agreed to vire £750 from Parish Projects reserves to Parish Projects budget line.

26/116 To amend and adopt the Expenses Policy.

RESOLVED: The council agreed to amend and adopt the Expenses Policy.

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

RESOLVED: The council approved the Cashbook/Bank Reconciliation (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

- 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.

RESOLVED: The council noted all items i.-vii.

26/119 FINANCE:

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

Invoice	Payee	Particulars	Amount	Paid - scheduled meeting 25.06.2016 closed
1	Staff	Expenses 06	£41.00	N/A
2	Staff	Salary		30.06.2026
3	Halcyon Landscapes	Grounds Maintenance Inv 6571	£440.23	30.06.2026
4	HMRC	794PL00149285 mo 03	£145.78	N/A
5	P D Sargent	Cemetery Maintenance Inv 23-12	£46.75	30.06.2026

RESOLVED: The council approved the payment schedule and noted that a payment has been made under the clerk's delegated authority following the closure of the June meeting. The staff and Halcyon payments were agreed in 26/71 (list of regular payments).

- ii. To **approve** an internal virement of funds from the Unity Trust Bank Instant Access Account to the Current Account.
RESOLVED: No internal virement was required.
- iii. To **approve** the increase in the SLCC membership cost from £158 to £200.
RESOLVED: The council agreed the increase.
- iv. To **review** the Up Mudford Challenge budget line and consider renaming it.
RESOLVED: The council reviewed the budget line and agreed not to rename at this stage.

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

RESOLVED: The council agreed to renew the license through Zen Computer Shop and agreed the cost of up to £155.52 + VAT (Budget line: Admin IT (MS Office)).

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.

RESOLVED: The council agreed the delegation as set out above.

- 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.

RESOLVED: The council agreed a budget of £1,500 (+VAT) for the agreed delegation and to create a new budget line named "Legal Advice" to accommodate the expenditure. The council agreed to vire £1,500 from General Reserves into the new budget line.

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

RESOLVED: The council agreed not to participate. 3VFG is likely to discuss its participation at its July meeting.

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.

RESOLVED: The council agreed to meet with YWPC to discuss the community hall.

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

RESOLVED: The councillors agreed to follow and complete training available free of charge via the ICO website.

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

RESOLVED: The council appointed Cllr Robin Bowring as the representative until APCM to be held in May 2027.

26/126 To receive Councillor reports¹.

Cllr Bartlett will send information about Thorney Lane's residents access issue to the clerk. **ACTION:** Cllr Bartlett

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, Somerset Trail Partnership – King Charles III England Coast Path.

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

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).

The council received the report - total number of vehicles in June 2026: 203,419

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

RESOLVED: The report was received.

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

RESOLVED: The reports were received.

26/131 Items for the next agenda.

- i. ICCM training
- ii. Review of Internal Controls Policy
- iii. Permissive paths
- iv. Queen Thorne Neighbourhood Plan
- v. Cemetery Chapel report
- vi. FoMAG's open invitation letter

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).

RESOLVED: The date was confirmed.

26/133 Exempt Session – Exclusion of the Press & Public.

RESOLVED: The council agreed to exclude the press and public to discuss staffing matters.

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

RESOLVED: The council considered the clerk's pension contribution.

21:15 – Meeting ended.

May 2026 payments

PAYMENTS		FY 2025-2026		
No	Date	To Whom Paid	Particulars	Amount
P7	01.05.2026	DIRECT DEBIT	LLOYDS BANK PLC 800000352791118134	-£ 137.72
P8	05.05.2026	B/P to: Zurich Town&Parish	Inv 554850828 Insurance	-£ 1,428.71
P9	05.05.2026	B/P to: Paul Russell (PATAS)	IA/0227/26 Internal Audit	-£ 295.00
P10	05.05.2026	B/P to: SALC	Inv 2958 Membership	-£ 335.23
P11	05.05.2026	B/P to: SALC	Inv 2995 Training	-£ 50.00
P12	05.05.2026	B/P to: P D Sargent	Inv 23-09 (Cemetery March - not June as on the BS	-£ 82.90
P13	05.05.2026	B/P to: HMRC Cumbemauld	794PL00149285 mo 1	-£ 45.99
P14	05.05.2026	B/P to: K M Dike Nurseries	MPC Inv 2487	-£ 427.50
P15	05.05.2026	B/P to: Mrs Petra Galloway	Expenses April	-£ 41.00
P16	13.05.2026	B/P to: Scribe Accounts	Inv 17918 Set up fee	-£ 358.80
P17	13.05.2026	B/P to: Mudford Village Hall	MPC bookings 12&13&18 May	-£ 35.00
P18	13.05.2026	B/P to: Pinnacle Accountancy	Inv 19709	-£ 145.20
P19	26.05.2026	B/P to: Mudford Village Hall	Booking 20.05.2026	-£ 10.00
P20	28.05.2026	B/P to: Richard Buxton Solicitors	MUD 1/1 Defendant cost (judicial review 14/02554/C	-£10,000.00
P21	29.05.2026	B/P to: Richard Buxton Solicitors	MUD 1/1 Inv 3539 judicial review 14/02554/OUT	-£ 7,778.56
P22	29.05.2026	B/P to: P D Sargent	Inv 23-10 Cemetery April	-£ 28.00
P23	29.05.2026	B/P to: HMRC Cumbemauld	794PL00149285 mo 2	-£ 45.99
P24	29.05.2026	B/P to: Halcyon Landscapes	Inv 6459	-£ 440.23
P25	29.05.2026	B/P to: Mrs Petra Galloway	Staff Salary May	
P26	29.05.2026	B/P to: Mrs Petra Galloway	Expenses May	-£ 41.00
P27	31.05.2025	SERVICE CHARGE	BANK CHARGE	-£ 7.00

MUDFORD PARISH COUNCIL

www.mudford-pc.gov.uk

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	£ 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							