

# Meeting Minutes

Minutes of the meeting of the Parish Council held in Ashill Village Hall on Monday 06 March 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, N Harvey, J Crocker, A Crouch (*Co-opted as of this meeting*) Mrs C Ball (Clerk), 0 members of the public and County Cllr S Osborne.

## 18/23 Apologies

Absence noted for Cllrs R Abel and B Pyle and District Cllr R Buckler.

## 19/23 Casual Vacancies

It was noted the Parish Council has one Casual Vacancies to be filled by co-option. Mr A Crouch had registered an interest since the last meeting of the Parish Council. Mr Crouch was welcomed and it was unanimously **resolved** for him to be co-opted. Prior to the meeting the clerk provided Mr Crouch with copies of the Standing Orders, Financial Regulations, Code of Conduct (Current), LGA Code of Conduct and Register of Interests Form.

## 20/23 Chairmans' Opening Statement

The Chair welcomed everyone to the fifth meeting of the 2022 / 23 Parish Council. Cllr Varney updated the council on the successful reallocation of Ashill Parish Council to LCN area 11 (Ilminster and Crewkerne). The Chair also reminded councillors of their obligation to attend council meetings in person and that the next meeting will be the AGM. Finally, the Chair thanked councillors for attending the recent training sessions.

## 21/23 Public Participation

- No public representation at the meeting.
- Clerk had received an email communication from a member of the parish with regard to installation of a new defibrillator at the Flying Fish Pub. The communication requested financial support from the Parish Council for this community asset. The council **resolved** to provide £350 (from Section 137 budget) to the Flying Fish to support purchase and installation of the defibrillator at Windmill Hill.
- Cllr Fry received a verbal request from a member of the Parish with regards to renovating the Roadway Fingerposts for the King's Coronation. It was **resolved** for the Clerk to investigate the cost of this project further and to report back at the next meeting.
- The Clerk has received an offer from Ashill School PFTA for the Council to consider the donation of two outdoor table tennis tables that are currently located in the school playground. These will be relocated to the playing field for community use. It was **resolved** that the council would gladly receive one of the table tennis tables which will be relocated to the playing field at a location to be determined. The Clerk will communicate this decision to the school and arrange for the relocation.
- Reports from S Osborne –
  - Vesting day for the new Somerset Council is 1<sup>st</sup> April 2023 – the Council plan has been updated along with the new planning process – information is available on the Council website.
  - Further update meeting on A358 / A303 projects are scheduled for later this month – Cllr Osborne will provide further updates after these meetings.
  - A local bus service survey is due to be circulated – community members are encouraged to respond.
  - A survey on Stroke Services is due to be published – community members are encouraged to respond.
  - LCN meetings are likely to start in June 2023 – the council is encouraged to think about who will be the Ashill Parish Council representative at these meetings.

## 22/23 Declarations of Interests / Dispensation Requests

None.

## 23/23 Minutes

It was **resolved** for the minutes of the meeting held on 23 January 2023 to be agreed & signed as a true record.

## 24/23 Planning

The following planning applications were submitted to SSDC since the last meeting was noted:

Application No.	APP/R3325/W/22/3310590
Proposal	Conversion of barn to 3 dwellings
Location	2 Wood Road, Ashill, TA19 9NP
Status:	Planning Appeal

It was **resolved** the Cllrs is **in favour** of the conversion of the barn to 3 dwellings and would encourage the council to approve this planning application appeal. It was resolved the Clerk will provide a letter of **support** to the planning inspectorate on behalf of Ashill Parish Council before the comments deadline of 8<sup>th</sup> March 2023.

Application No.	23/00311/S73A
Proposal	Application to vary conditions 2, 3, 5 and 6 for minor amendments of approval 17/01988/FUL to include alteration to footprint, siting and other minor external alterations
Location	Forest Farm Wood Road Ashill Iminster TA19 9LP
Status:	Planning Consultation

It was **resolved** the Cllrs confirmed **support** on planning consultation number: 23/00311/S73A.

## 25/23 Playing Field

- a) Cllr R Fry provided an electronic report of her inspection of the playing field for March 2023 and provided a summary of this report at the meeting. Cllr Fry confirmed that the work to resolve the mole and rabbit issues at the playing field has had some success.
- b) Cllr R Fry confirmed that refurbishment of the MUGA is due to commence in April 2023. To support purchase of materials it was **resolved** the Clerk will set up an account with Wynnstay. It was **resolved** the Clerk will investigate models for charging for facility use and report back at next meeting.
- c) The Clerk confirmed that the smart meter installation was successful and that the electricity account will be credited £150 for the 'Alternative fuel' payment from the UK government in March 2023

## 26/23 Highways / Footpaths

- a) A358 dualling project – it was noted the project is still on hold with no clear date given for the next steps. Cllr Varney will continue to attend meetings related to this topic.
- b) Traffic calming measures – Cllr Varney continues to investigate the measures other local parishes have used and will report back at the next meeting. Local PSCO has now been redeployed and we are awaiting a new contact for this area. It was **resolved** Cllr Varney and Crocker would meet with Rebecca Vaughan (Somerset Highways) to further understand what traffic calming measures could be deployed in the Windmill Hill / Wood Lane area of the Parish. The outcome of this meeting will be reported back at the next meeting.
- c) Cllr Fry confirmed that Sam Jackson is no longer the Footpath Warden for Ashill. A new contact has been confirmed and Cllr Fry will meet with them on 30<sup>th</sup> March 2023 to discuss the issues with the stile, church yard gate and the surface condition of the footpath running behind Ashton Close.
- d) The council gave consideration for extending the handrail at the Windmill Hill lane end of the footpath running behind Ashton Close. It was **resolved** Cllr Crouch would review the current handrail set up and report back how this can be improved at the next meeting.
- e) The council gave consideration for the quotes received to resurface the tarmac currently laid on the footpath running behind Ashton Close. The cost of replacing this surface is currently

beyond the financial capability of the council and responsibility for the pathway maintenance will be confirmed with South Somerset Council.

### 27/23 Health / Environment/ Parish Assets

- a) Bus Shelter – Cllr Fry provided an update on the village book exchange. The exchange is working well and is being kept clean and tidy.

### 28/23 Village Hall

- a) Roof update – To support the required planning application to replace the roof, it was **resolved** that the Parish Council will support biodiversity surveys (if required).
- b) Hall volunteers – the village hall committee has highlighted the need for more volunteers to help with upkeep of the hall.
- c) The Parish council accepts the hall hire increase in costs by £2/hour from April 2023.

### 29/23 Communication

- a) Cllr Harvey confirmed the notice board upgrades are progressing. One wall mounted notice board is still to be installed at Southown Farm. This will progress when there is an improvement in the weather conditions.
- b) Councillors were reminded to use their Ashill PC email for Parish Council communication and to provide the Clerk with a photo of themselves for the Parish Council Website.
- c) Cllr Varney is progressing with the potential funding for a projector and screen to use for council meetings. Cllr Varney has contact Nathan Turnbull to confirm the route forward for projector funding – further update to be given at next meeting.
- d) Ashill Parish Council Coronation Picnic to be held at Ashill Playing field on Sunday 7<sup>th</sup> May 2023. Cllr Fry and Clerk confirmed the portable toilet and bouncy castle have been booked. A raffle will be held on the day with proceeds to be split between the three village charities (Village Hall, Church and School). It was **resolved** the clerk will print 100 A6 flyers to be distributed to Parish households who may not see advertising posters for the event.
- e) The council gave consideration to the LGA code of conduct and it was **resolved** that the council will **adopt** the code with immediate effect.
- f) The council gave consideration to the following Parish council meeting dates for 2023/24:
- May 2023: 15<sup>th</sup> May 2023 – 1930 to 2130 (changed from 8<sup>th</sup> May 2023 due to additional UK Bank Holiday)
  - July 2023: 3<sup>rd</sup> July 2023 - 1930 to 2130
  - September 2023: 4<sup>th</sup> September 2023 - 1930 to 2130
  - November 2023: 6<sup>th</sup> November 2023 - 1930 to 2130
  - January 2024: 8<sup>th</sup> January 2023 - 1930 to 2130
  - March 2024: 4<sup>th</sup> March 2023 - 1930 to 2130
  - May 2024: 13<sup>th</sup> May 2023 - 1930 to 2130

It was **resolved** that the council will **adopt** the meeting dates for 2023/24 and the Clerk will confirm village hall bookings.

### 30/23 Finance

- a) The February 2023 payments and receipts report was noted.
- b) The 2022/23 national salary award agreed by the National Joint Council (NJC) for Local Government Services was received and consideration given. It was **resolved** to approve the salary adjustment for staff on the basis of the NJC recommendations.
- c) It was **resolved** for the following payments were approved:

Cost description	Total Value	VAT	Date Paid	Invoice Reference
Website Migration – TEEC Ltd	£576.00	£96.00	20Feb23	INV-4404
Clerk Salary (J Davidson) – October to November 2022	£398.40		10Mar23	Email from J Davidson with calculation
Clerk Salary Increase (J Davidson) – April to November 2022	£136.00		10Mar23	Email from J Davidson with calculation
Clerk Salary Increase (C Ball) – November to December 2022	£33.26		31Mar23	
Clerk Salary Q4 (January to March 2023, C Ball)	£582.92		31Mar23	
Cllr Fry expenses – Mole Control for playing field	£24.24		10Mar23	Receipt provided

Cllr Fry expenses – Moss control for tennis court	£26.95		10Mar23	Receipt provided
Bouncy Castle Hire (7th May 2023)	£110	£18.33	-	Funtasia Ltd
SALC – Clerk part 1 training	£30.00		10Mar23	INV-1940
<b>Cost description</b>	<b>Total Value</b>	<b>VAT</b>	<b>Date Paid</b>	<b>Invoice Reference</b>
SALC – Clerk part 3 training	£30.00		10Mar23	INV-1958
SALC – Councillor essentials part 1 (20th January 2023)	£50.00		10Mar23	INV-1973
SALC - Councillor essentials part 1 (30th January 2023)	£50.00		Payment scheduled for Apr23	INV-2011 (due 3rd May 2023)
SALC - Councillor Essentials Part 2 (6th February 2023)	£30.00		Payment scheduled for Apr23	INV-2024 (due 3rd May 2023)
Pete Rust - Installation of handrail at Playfield steps	£350.00		10Mar23	INV-25
Village Hall Hire (7Nov22, 21Jan23, 6Mar23) – no hire charge for defib training session.	£36.00		10Mar23	INV-296

### 31/23 Staffing / Training:

a) Clerk confirmed attendance and scheduled training at the below sessions:

- The Code of Conduct Explained for Officers – 1st March 2023
- Preparing for Audit – 8th March 2023
- VAT for unregistered councils (VAT126) – 30th March 2023

### 32/23 Items for consideration for a future agenda

- Defibrillator replacement funding strategy
- Traffic calming measures
- Council mission statement for website landing page – Cllr Varney to circulate possible wording ahead of next meeting
- Future of Ashill Playing Field Bank Account
- Review of financial regulations for Parish Council
- Review of bank account signatories
- Donations from Parish council (School and Church)
- Fingerpost sign renovation update

### 33/23 Date of Next Meeting

It was confirmed the next meeting would be held on 15 May 2023 at 7.30pm.

*The meeting closed at 21:30 pm*

Signed : ..... (Chairman)  
15 May 2023