



TATWORTH AND FORTON PARISH COUNCIL

Minutes of the Ordinary Meeting of Tatworth & Forton Parish Council Held on 7th August 2025 at 7pm Main Hall Tatworth Memorial Hall

Present: Chairman Councillor: R Down, Councillors: C Brown, P Chapple, C Doel, R Jacobs, L Matthey, K Patay, E Peadon, B Quinn, R Wardell

Parish Clerk N Tinley

There were 3 Members of the Public present and no Press.

The Members of the Public were invited to address the Council about any matters not already on the agenda but declined.

Reports from Somerset Councillors

Somerset Councillor Jason Baker read from his report which has been circulated to the Councillors and placed on the website.

140/25 Apologies for Absence

Councillor S Adams – Has had a fall and is recovering

141/25 Declarations of interest

156/25 Invoices for payment – Councillors R Down, C Brown and R Wardell will leave the room

149/25 Christmas Lunch – Councillor C Brown has the catering contract. She will contribute to the discussion but will not vote. Councillors R Down and C Brown will leave the room for the vote on the revised catering quote.

142/25 To approve and sign as a correct record Minutes of the Parish Council Meeting held on 3rd July 2025

Proposed by Councillor L Matthey, Seconded by Councillor B Quinn. All in favour with 3 abstentions (not at meeting).

RESOLVED: That the Minutes of the Parish Council meeting held on 3rd July 2025 be signed as a correct record.

143/25 Chairman's Announcements

None.

144/25 To approve Co-Option of a replacement Parish Councillor.

Candidate Mrs Michelle Rees

Councillor candidate Michelle Rees introduced herself.

- 1) The Councillors asked questions.
- 2) Proposed by Councillor P Chapple, Seconded by Councillor C Brown.

The candidate left the room

- 3) The vote to co-opt Michelle Rees was unanimous.

RESOLVED: Michelle Rees has been co-opted as a Councillor.

Councillor Michelle Rees returned to the room and attended the meeting

145/25 Clerk to issue to new Councillor, acceptance form, the Code of Conduct, Register of Interest (To be returned to Clerk by 4th September) and Training dates

The Declaration of Acceptance of Office has been signed by Councillor M Rees and witnessed by the Clerk.

146/25 To accept new Councillor onto committee's that suit their interests and skill set. (Amenities, Cemetery, Personnel, Finance and Planning)

Councillor M Rees would like to contribute to the Amenities, Finance and Personnel Committees.

Proposed by Councillor C Brown, Seconded by Councillor K Patay. All in favour with one abstention.

RESOLVED: Councillor M Rees is appointed to the Amenities, Finance and Personnel Committees.

147/25 The council proposes the establishment of a forum with representatives from both Chard and Tatworth & Forton councils, together with the two county councillors representing these areas, with a view to discussing issues relating to both. Councillor Chapple

Councillor P Chapple explained that there are mutual concerns that cover Chard Town Council and Tatworth & Forton Parish Council. A forum including the 2 Somerset Councillors will open up a dialogue. Possible areas of discussion are parish boundaries, flooding, cemetery, and the use of their amenities department.

Proposed by Councillor P Chapple, Seconded by Councillor K Patay. All in favour.

RESOLVED: The Clerk will write to Chard Town Council to express the Parish Council's desire to establish a forum.

148/25 Appoint a Councillor to represent the Parish as a Tatworth Memorial Hall Trustee

Proposed by Councillor E Peadon, Seconded by Councillor C Brown. All in favour.

RESOLVED: Councillor R Jacobs will become the Parish Council's representative on the Memorial Hall Trustee Committee.

149/25 To decide on the format of the Christmas Lunch, it is suggested at last meeting an invitation for residents of the Parish to attend a midweek cooked meal at Memorial Hall and St John's rooms. If approved, consider quote from the approved Caterer, Claire Brown

After discussion, Councillor E Peadon, Seconded by Councillor K Patay. All in favour with 1 abstention.

RESOLVED: The Council will provide a cooked Christmas lunch on 1st December at the Memorial Hall and 8th December at St John's Rooms on a first come, first served basis on application to the Clerk. There will be 40 spaces at each lunch. This will be well publicised through the Newsletter, Notice Boards and Facebook.

Councillors C Brown and R Down left the room

The quote of £2,076, ie, £26 per head, was discussed.

Proposed by Councillor K Patay, Seconded by Councillor L Matthey. All in favour.

RESOLVED: The quotation has been accepted by the Council.

150/25 To report on the findings of the Survey and approve the video to the public. Councillors Chapple and Quinn

Councillor P Chapple introduced a Powerpoint presentation detailing the results of the survey. The Councillors decided against public access to the comments; however, the Councillors can log on to view.

Councillor B Quinn went through his public presentation, and a few recommendations were made.

The Chairman thanked both Councillors Chapple and Quinn for their hard work.

Councillor B Quinn proposed, Seconded by Councillor L Matthey. All in favour.

RESOLVED: The public video has been approved after recommended changes have been made and words softened.

151/25 Councillor Quinn has a presentation concerning traffic speeds within our Parish

Councillor B Quinn presented his analysis of the last 6 months' speed device results to the Council. The conclusion is that there is too much speeding. The presentation will be forwarded to the Clerk for general release.

The Clerk mentioned that he has obtained a quotation for a permanent solar panelled speed device of £2,500 plus VAT, this is to be accessed towards the end of the year when budgets are analysed. There may be availability this year or to be budgeted for in 2026-27.

152/25 Councillor Matthey would like the Council to consider an approach to Somerset Highways to review Fore St in Tatworth and propose a plan for a pedestrian walkway wide enough for mobility scooter or pram

Councillor Matthey introduced the matter of pedestrian safety along the narrow areas of Fore Street.

Proposed by Councillor L Matthey, Seconded by Councillor P Chapple. All in favour with 1 abstention.

RESOLVED: The Clerk will write to Somerset Highways for their assessment of the situation and to provide advice on how to move forward.

153/25 The Clerk to explain the results of the Website MOT by vision ICT and to approve the cost of £250 plus VAT to put in place the recommendations that the staff can not do themselves

The Clerk presented the website MOT report from Vision ICT. They have confirmed that it has passed the compliance tests and the accessibility statement has been refurbished to meet the latest standards.

They have made recommendations to enhance the website useability. The staff can do some; however, at a cost of £250 plus VAT they will do the rest.

Proposed by Councillor C Brown, Seconded by Councillor L Matthey. All in favour.

RESOLVED: The quotation has been approved by the Council.

154/25 To adopt the National Staff Pay award of 3.2% back dated to April 2025

Proposed by Councillor C Brown, Seconded by Councillor M Rees. All in favour.

RESOLVED: The National Staff Pay award has been approved.

155/25 Clerks Report

The Clerk presented an update on a few committee matters.

The Cemetery

The trellis that was destroyed in last December's storm has been replaced. Councillor Peadon and the Clerk have commenced the memorial safety testing.

Jubilee Field

The front gatepost has broken and is being replaced. Due to the lack of rain some of the new trees have been lost. These will be replaced.

Allotments

These are nearly full with only 5 plots left.

Coombses Pond

The work on the leat has been completed. Additional work to provide gates, fences and a footpath at the entrance to the pond will be completed by the end of September. We have applied for a grant funded by the National Lottery and The Water Environment Improvement Fund based on the River Axe catchment area to fund a management plan of the pond itself. We have experience within the Council for groundworks but not on how to manage the pond. This grant will allow experts to provide us with a plan of action.

Youth Working Party

As is clear through invoices for payment funds are being spent on youth events – the main one being a free bus to Lyme Regis on 19th August for families within the Parish.

Councillors Down, Brown and Wardell left the room

156/25 Invoices for Payment:

St Johns Church Hall (room hire)	£20 .00 No VAT
Vision ICT (Email Hosting)	£72.00 Inc VAT
Vision ICT (Website MOT)	£174.00 Inc VAT
Tatworth Memorial Hall (Office & Room Hire April-June)	£468.00 No VAT
Glasdon Uk (Waste Bin and Bench)	£1086.00 Inc VAT
Elan City (10 SID mounting bars)	£336.36 Inc VAT
B E Powell & Sons (Overgrowth at Crossways footpath)	£144.40 Inc VAT
Strawbridge Garden & Fencing (Leat)	£2836.51 Inc VAT
Shaun Wareham (Fitting replacement dog bins)	£110.00 No VAT
SMS PC (Refurbished Laptop)	£385.98 Inc VAT
Rooster Bus (Youth Summer Event)	£350.00 No VAT
Kaye Down (Craft Materials Re a Youth Event)	£69.65 No VAT
Tatworth Playing Fields (sponsorship 50th Anniversary)	£625.00 No VAT

Burial Account

B E Powell & Sons (Supply & Install Trellis Arch)	£825.60 Inc VAT
Amazon (A3 Clipboard, purchased by Clerk)	£14.99 Inc VAT

Purchased by Clerk

Amazon (Tape Measure, Door plate & A Frame for office)	£74.42 Inc VAT
Tesco (Tea, Coffee and Milk for Buses Meeting)	£8.20 No VAT
Royal British Legion (4 Lamp Post Signs)	£23.95 Inc VAT

Net Staff Salaries £1467.42

Proposed by Councillor L Matthey, Seconded by Councillor C Doel. All in favour.

RESOLVED: The payments as listed have been approved for payment.

These payments have been set up on Internet banking and signed by Councillor E Peadon. Councillor L Matthey will log on and authorise payment. Payment date will be 12th August 2025.

Councillors Down, Brown and Wardell returned to the meeting

157/25 Matters which the Councillors wish to report. No Decisions can be made

Councillor L Matthey	Has been accepted by Perry Street Club as a committee member. They currently do not have a Treasurer.
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Councillor R Down	The garages at Kents Road are in a poor state. Please can the Clerk contact Abri.
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DATE NEXT MEETING: 4th September 2025

Meeting closed 9:00pm