



TATWORTH AND FORTON PARISH COUNCIL

Minutes of the Ordinary Meeting of Tatworth & Forton Parish Council Held on 1st May 2025 at 7pm Main Hall Tatworth Memorial Hall

**Present: Chairman Councillor: R Down, Councillors: S Adams, C Brown,
P Chapple, C Doel, L Matthey, K Patay, E Peadon, P Rosser and R Wardell**

Parish Clerk N Tinley

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

The Chairman called for a minute's silence to remember VE Day and those persons who gave their lives in that terrible war.

Somerset Council Reports

Somerset Councillor Jason Baker read from his report which will be forwarded to the Councillors and placed on the website.

Somerset Councillor Baker was questioned about the derelict buildings near the Leisure Centre. The Old Mill and "Building 11" are owned by Somerset Council and designated as of outstanding historical importance. Both need arsenic and asbestos decontamination costing £1m. There is currently no way forward.

He was also asked about the closed toilet block in Sainsbury's car park, also owned by Somerset Council who will not maintain it. Chard Town Council is trying to take it over and renovate, the funds are in place.

The change in the bus timetable for Bus 30 was also discussed and emails received have been forwarded on.

Police Report

There has been nothing forthcoming.

AGENDA

76/25 Apologies for Absence

Somerset Councillor Connor Payne – Personal matters
Councillor R Jacobs - Holiday
Councillor B Quinn – Mother ill

77/25 Declarations of interest

Councillors C Brown and R Down 89/25 and 95/25. They will leave the room.

78/25 Election of Parish Council Chairman and Sign Acceptance

Councillor K Patay nominated Councillor R Down, Seconded by Councillor E Peadon.

There were no other nominations. The Councillors voted unanimously.

RESOLVED: Councillor R Down will remain as Parish Council Chairman.

Councillor Down accepted the post and signed the Declaration. He stated that this will be his final year.

79/25 To approve and sign as a correct record Minutes of the Parish Council Meeting held on 3rd April 2025

Proposed by Councillor L Matthey, Seconded by Councillor R Wardell. All in favour.

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

80/25 To approve Code of Conduct and Standing Orders

These are the same as last year; the Clerk has checked with Somerset Association of Local Councils (SALC). The Government are trying to produce a National Code of Conduct for 2026.

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

RESOLVED: The Code of Conduct and Standing Orders have been adopted for 2025-2026.

81/25 Election of Parish Council Vice Chairman

Proposed by Councillor S Adams nominating Councillor K Patay, Seconded by Councillor C Brown.

There were no other nominations. The Councillors voted unanimously.

RESOLVED: Councillor K Patay will remain as Parish Council Vice Chairman.

Councillor K Patay was happy to accept the position.

82/25 Election to Committee's (Chair and Vice Chair are ex-officio to all Committees) Quorum for committees is 4

Planning

Sue Adams, Peter Chapple, Christopher Doel, Eric Peadon and Russ Wardell

Finance

Sue Adams, Claire Brown, Peter Chapple, Les Matthey and Peter Rosser

Personnel

Sue Adams, Claire Brown, Peter Chapple, Peter Rosser and Russ Wardell

Amenities

Sue Adams, Rebecca Jacobs, Les Matthey, Eric Peadon, Brian Quinn and Peter Rosser.

Cemetery

Christopher Doel, Rebecca Jacobs, Eric Peadon and Russ Wardell.

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

RESOLVED: The Councillors listed plus Chairman and Vice Chairman have all been elected to these committees.

83/25 Appoint Members to serve on outside bodies:

Somerset Association of Local Councils (SALC) – Councillor K Patay

Tatworth Playing Fields – Councillor B Quinn

Stowell Court Rights Holder – Councillor L Matthey

Tatworth Memorial Hall Trustee – To be determined at next meeting

The Clerk failed to put the role of Perry Street Club Committee representative on the Agenda so Councillor P Rosser will continue with this role

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

RESOLVED: The Councillors listed above have been nominated to these posts.

84/25 Chairman's Announcements

None.

85/25 Consider a response from the Council to the changes to the 30 bus timetable. Councillor Matthey

The changes do not suit the elderly residents in our Parish and emails have been sent to our MP, County Councillors and Somerset Council.

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

RESOLVED: Councillors Matthey and Chapple will draft a letter for the Clerk to forward to First Bus.

There is an event “Lets talk buses” for the general public to attend with Somerset Bus Partnership on 1st July at 2:00pm. We are awaiting confirmation from the Partnership. Assuming it goes ahead it will be well publicised.

86/25 Update on the response to the resident’s survey. Councillor Quinn

There have been 90 responses including 2 paper versions.

87/25 Water overflow in Post Office Lane, consider a response from the Council to this long-standing issue. Councillor Chapple

Since being placed on the agenda the water overflow has ceased. The Councillors will monitor the situation.

88/25 Update from Youth work working party’s 1st Meeting

There has been a successful and positive first meeting attended by 3 Councillors, and representatives from St John’s Nursery and Tatworth School.

There were many suggestions, we are already paying for Active Learning and Skills event on the 12th July at the playing field. We decided against other summer events like this, but we will monitor the attendance at this event before deciding on 2026 events.

The school is going to carry out a survey to determine what people want, mainly aiming for school term events with parents involved. It will be trial and error for the first 12 months. We will need to determine a procedure for agreeing the finance for events as a working party has no power to spend. It would be unmanageable to come to full council with every item of expenditure, especially as it could be time sensitive. The Clerk will put an agenda item for 5th June meeting requesting the Council to approve a maximum spend of £500 on the authority of the Chairman and Clerk.

Councillors R Down and C Brown left the meeting

Councillor K Patay took over the chair

89/25 To approve the adoption of St John’s Churchyard now that its closure has been approved by the Secretary of State for Justice. The Cemetery Committee recommends that the Parish Council adopts it rather than Somerset Council, the committee has voted to manage and fund maintenance

Proposed by Councillor K Patay, Seconded by Councillor R Wardell. All in favour.

RESOLVED: The Parish Council has approved the adoption of St John’s Churchyard.

95/25 Invoices for Payment:

St Johns Church (Room hire for meetings)	£30.00 No VAT
Tatworth Memorial Hall (Office/room hire March)	£132.00 No VAT
SALC (Membership fees inc NALC)	£1138.75 No VAT
SW Councils (Membership Fee)	£630.00 Inc VAT
Rural Services Partnership (Rural Bulletin)	£63.00 Inc VAT

Rialtas Business Solutions (Finance software)	£243.60 Inc VAT
Vision ICT (Website support)	£360.00 Inc VAT
SALC (Councillor Training)	£100.00 No VAT
Richard Down Plant Contractor (SID)	£198.00 Inc VAT

Burial Account

ICCM (Memorial Training Course * 2)	£372.00 Inc VAT
ICCM (Membership)	£105.00 No VAT

Purchased by Clerk

Post Office (Stamps)	£6.80 No VAT
Amazon (HMDI Cable)	£11.95 Inc VAT

Net Staff Salaries £1518.98

Proposed by Councillor K Patay, Seconded by Councillor L Matthey. 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 P Rosser. Councillor Sue Adams will log on and authorise payment. Payment date will be 6th May 2025.

Councillors R Down and C Brown returned to the meeting

90/25 To authorise the cost of cleaning out of the leat from earmarked reserves for Project/Repairs. Clerk

Since this was put on the agenda the owner of the field the water will flow into has raised an objection. The Councillors discussed the situation at length and requested the Clerk to arrange a meeting between the owner of the field and Councillors Matty and Down.

91/25 Should 90/25 be passed, approve contractor from quotation obtained. Clerk

This item was deferred to a future meeting.

92/25 To approve Tom Stuckey, partner of Westcott's Accountants as our internal auditor

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

RESOLVED: The Council has approved Tom Stuckey as our internal auditor.

93/25 Comments and questions from end of year Finance Report issued

No financial comment from the Councillors. The Clerk was praised for the concise presentation of the report and the control of the finances.

94/25 Clerks Report

The Clerk stressed the importance of Councillors keeping their Register of Interest up to date. Please can they check these. The originals are on the Parish website and amendment forms have been forwarded to email addresses.

The Parish has received the sum of £1,488.37 from the Community Infrastructure Levy. This needs to be spent on projects supporting the local community within 5 years.

The Clerk is on holiday until 16th May although may work a few hours on the 15th to catch up.

96/25 Matters which the Councillors wish to report. No Decisions can be made

Councillor P Rosser	Mentioned the importance of bus services
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Councillor L Matthey	On holiday from 4-24 June and will miss the next full Council meeting
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Date Next Meeting: 5th June 2025

Meeting closed 8:37pm