



TATWORTH AND FORTON PARISH COUNCIL

Minutes of the Ordinary Meeting of Tatworth & Forton Parish Council Held on 5th June at 7pm Main Hall Tatworth Memorial Hall

**Present: Chairman Councillor: R Down, Councillors: S Adams, C Brown,
P Chapple, R Jacobs, K Patay, E Peadon, B Quinn**

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.

Somerset Council Report

Somerset Councillor Jason Baker is on annual leave but his report has been received and forwarded to the Councillors. It will be placed on the website. Comments were made about the non-attendance of Councillor Payne with a request that an agenda item be placed for next month.

AGENDA

97/25 Apologies for Absence

Somerset Councillor Baker – Holiday
Councillor L Matthey – Holiday
Councillor C Doel – Working night shift

98/25 Declarations of interest

Councillor E Peadon 117/25 Payments. Councillor Peadon will leave the room.

99/25 To approve and sign as a correct record Minutes of the Parish Council Meeting held on 1st May 2025

Proposed by Councillor C Brown, Seconded by Councillor S Adams. All in favour.

RESOLVED: That the Minutes of the Parish Council meeting held on 1st May 2025 be signed as a correct record.

100/25 Chairman's Announcements

The Chairman announced that Peter Rosser had decided to resign as his long-term health problems will distract from his work as a Councillor. Councillor Down accepted his resignation. The Clerk is to arrange for a card.

101/25 Election to Committee's (Chair and Vice Chair are ex-officio to all Committees) Quorum for committees is 4

Councillor C Brown is to rejoin the Cemetery Committee.

Councillor R Jacobs is to fill in for Peter Rosser on the Personnel and Finance Committees

Proposed by Councillor K Patay, Seconded by Councillor E Peadon. All in favour with two abstentions.

RESOLVED: The Councillors listed have been elected on to these Committees.

102/25 Appoint a Councillor to serve as a Tatworth Memorial Hall Trustee

No-one at the meeting volunteered. This item will be deferred to the next meeting.

103/25 Report from Councillor Rosser regarding Perry St Club

Upon Peter Rosser's resignation the Council will be looking for a Councillor to represent the Council on this Committee. The item will be placed on next month's agenda.

104/25 To appoint a Councillor to be our "Bus champion".

Proposed by Councillor R Down, Seconded by Councillor C Brown. All in favour.

RESOLVED: Councillor Peter Chapple will continue to be our "Bus champion".

105/25 Councillor Chapple to introduce the 1st of July "Let's talk buses" meeting

The meeting is to be attended by representatives of Somerset Bus Partnership and First Bus. A poster is being designed and will be displayed in bus shelters, the Newsletter, Chard Town Council and in venues in Chard and Ilminster.

106/25 Update on the response to the resident's survey. Councillor Quinn

The closing date for the survey will be 30th June. It will be placed in the Newsletter.

107/25 Review of Christmas Lunch provision for the Parish

After lengthy discussions where a number of options were discussed, the Councillors voted in favour of continuing to offer a Christmas lunch of some sort. Councillor C Brown, who holds the contract for the lunch provision, will bring costings to the next meeting of a buffet lunch where a greater number of people can be catered for. Emphasis should be placed on the fact that the lunch is open to all single persons but maybe on a first come, first served basis.

108/25 To assess the way forward with our website and approve options 1 or 2.

Option 1) VisionICT to access and make improvements to our existing site £150

Option 2) VisionICT to develop a “wordpress” website and transfer data over, cost between £1600-£2000

The Councillors discussed the options available. It would be useful to know how many people visited the website.

Proposed by Councillor E Peadon, Seconded by Councillor R Jacobs. All in favour.

RESOLVED: Option 1 was preferred. The Clerk will arrange for an MOT on the current website.

109/25 To approve the expenditure of Youth work budget as recommended by the working party on the authority of Council chairman and the Clerk. Anything above £500 be referred to the full council

Proposed by Councillor B Quinn, Seconded by Councillor E Peadon. All in favour with one abstention.

RESOLVED: The Council Chairman and Clerk can authorise projects recommended by the Youth Working Party to a maximum of £500 per item. Anything above £500 will be referred to the full Council.

110/25 To approve changes to the Amenities Terms of Reference. Clerk

There are occasions when Somerset Council are not looking after this Parish, such as the weeds in the roads and pavements, footpaths, etc. This amendment in the Terms of Reference allows the Amenities Committee to instruct the Clerk to investigate costs and make recommendations. The final decision is still to remain with the full Council. There are funds in earmarked savings. The Council can look at making a budget available next year.

Proposed by Councillor R Jacobs, Seconded by Councillor S Adams. 7 in favour with one against.

RESOLVED: The Amenities Committee terms of reference has been approved.

111/25 To authorise the cost of cleaning out of the leat from earmarked reserves for Project/Repairs. Clerk

The Council has a responsibility to Lower Coombes to ensure that floodwater that has been directed down the leat is not held back by non-maintenance of the leat within Council property. The leat has been filled with debris, leaves and broken branches. The original idea was to clear it out completely; however, the neighbouring property owner objected, and a compromise has been reached where the water is directed into the pond via a pipe. The cost is about £2,400 which the Clerk feels should come from the projects/repairs earmarked funds. The sum of £5,000 is earmarked.

Proposed by Councillor S Adams, Seconded by Councillor E Peadon. All in favour.

RESOLVED: The cost of the project will be paid from earmarked funds.

**112/25 Should 110/25 be passed, approve contractor from quotation obtained.
Clerk**

The Clerk applied for quotes from 3 local contractors. Just one replied with a quote of £2,363.76 plus VAT.

When Councillor R Down learnt of the contractor, he declared an interest as he is a distant relative. He will not vote.

Proposed by Councillor E Peadon, Seconded by Councillor K Patay. All in favour.

RESOLVED: The quotation from Darren Strawbridge Garden & Fencing has been approved with a request that the work be completed by mid-July.

113/25 Finance – to note Annual Internal Audit Report for 2024/25

The Clerk went through the Annual Internal Audit Report from Westcott Accountants noting that the Parish had passed each section. The Internal Auditors complimented the Clerk on the quality of the Parish records and the admin processes of the Council.

114/25 Finance – to approve Annual Governance Statement

The Clerk went through each section of the Annual Governance Statement and confirmed that each section was a “Yes”.

Proposed by Councillor C Brown, Seconded by Councillor P Chapple. All in favour.

RESOLVED: That the Annual Accounting Statement be approved and it was signed by Councillor R Down as Chairman of today’s meeting.

115/25 To note that the Council has lost its General Power of Competence until a future clerk becomes fully qualified

This item was noted by the Councillors.

116/25 Clerks Report

The Clerk confirmed that the Newsletter will be written next week. Any contributions would be welcome.

Councillor E Peadon left the room

117/25 Invoices for Payment:

Fosh First Aid (BLS/AED Course)	£140.00 No VAT
Shaun Wareham (Work at allotments)	£22.50 No VAT
Glasdon UK Ltd (3 replacement dog bins)	£840.06 Inc VAT
BSG Group (Stationery and ink)	£235.25 Inc VAT
Chard Digital Print (Presentation Chqs)	£18.00 Inc VAT
Eric Peadon (Jubilee Field Emergence Gate Repair)	£40.00 No VAT

Burial Account

Nigel Tinley (Mileage and car parking Memorial Training Course) £88.75

Purchased by Clerk

Post Office (Stamps)	£13.92 No VAT
Amazon (Do not climb on roof sign)	£6.58 Inc VAT
Timpson (2 nd set notice board keys)	£27.00 Inc VAT
Tesco (For Annual Parish meeting)	£6.50 No VAT

Net Staff Salaries £1639.64 Including additional hours for Memorial Training Course

Proposed by Councillor S Adams, Seconded by Councillor B Quinn. 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 S Adams. Councillor C Brown will log on and authorise payment. Payment date will be 10th June 2025.

Councillor E Peadon returned to the meeting

118/25 Matters which the Councillors wish to report. No Decisions can be made

Councillor K Patay	Blacklands Lane in Forton has been repaired by Highways.
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Councillor E Peadon	Positive comments and thanks have been made to him from residents using the food table.
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Councillor R Down	It has been reported that Abri are selling the common room and warden's flat from Kents Road. This will be an item on next month's agenda.
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DATE NEXT MEETING: 3rd July 2025

Meeting closed 8:30pm