



Ilchester Parish Council

Councillors,

I hereby give you notice that the Meeting of the above-named Parish Council will be held in:
The Town Hall, on Thursday 12th June 2025 at 7:30pm

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

Before the start of the meeting, in accordance with Standing Order 3(e) there will be an opportunity for members of the public to comment on agenda items (at the discretion of the Chair of that meeting). In accordance with Standing Order 3(f) the question/comment time is limited to 3 minutes each, and the session should not exceed 15 minutes (unless directed by the Chair of that meeting). Contributions from members of the public do not form part of the official meeting and will normally not be included in the official minutes unless they are deemed helpful in explaining subsequent Council decisions.

Ruby Coombes, Parish Clerk and Responsible Finance Officer, 4th June 2025

AGENDA

1. Apologies for absence (LGA 1972 s85(1)).

To receive and approve apologies for absence.

2. Declarations of Interests.

Members to declare any interests, including disclosable pecuniary interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any written requests for dispensations that accord with the Localism Act 2011 s33 (b-e) (this does not preclude any later declaration).

3. Minutes of the last meeting held on 8th May 2025 (LGA 1972 sch12 para 41(1)).

To receive and approve the minutes of the meeting held on 8th May 2025 as a true and accurate record of that meeting.

4. Casual Vacancy.

To consider any applications to fill the casual vacancy on the Parish Council by co-option.

5. Public questions and observations

6. Reports from Somerset Councillors, RNAS and LCN, if any.

7. Action list

To receive an update on all open items.

8. Police & Community issues

To receive an update on the following areas of interest; Police, Ilchester Town Trust, IDCA, IRINEC, Church matters, Community Links, Youth Parish Council, Surgery Update

9. Planning matters.

- a. 25/01131/FUL at New Spittles Farm Ilchester Mead
- b. 25/01143/FUL at Nuova Italia 18 Church Street Ilchester
- c. To receive an update on any existing planning applications

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10. Highways

- a. To receive an update regarding the Highways strategy.
- b. To discuss the old A303 south of Ilchester Mead and decide appropriate action, if any.

11. Finance

To approve balances and payment schedule.

12. Annual Governance Statement

- a. To receive the Internal Audit report and note the recommendations within.
- b. To review the Annual Governance and Accountability Return (AGAR) Section 1, Annual Governance Statement.
- c. To review and agree the variances of more than 15% from last year's AGAR figures.

13. Financial Regulations

To review and approve the Financial Regulations

14. Website

To approve NetWise as the new website provider for the council

15. Appraisal Policy

To approve the proposed employee appraisal policy

16. Emergency Response

To discuss and approve the use of a council WhatsApp group to disseminate information quickly and avoid duplicate actions.

17. Flooding Update

To receive an update regarding flooding matters in the parish, if applicable.

18. Allotment Update.

To receive an update regarding the allotments, if applicable.

19. Cemetery Update.

To receive an update regarding the cemetery.

20. Skate Park & Mead Play Area

To receive an update regarding the skate park and play area, if applicable.

21. Other correspondence not previously distributed.**22. Items for report, or for the agenda of the next meeting.****23. To confirm the date of the next Parish Council meeting for Thursday 10th July 2025.**