



## 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 13<sup>th</sup> March 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, 7<sup>th</sup> March 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 13<sup>th</sup> February 2025 (LGA 1972 sch12 para 41(1)).**

To receive and approve the minutes of the meeting held on 13<sup>th</sup> February 2025 as a true and accurate record of that meeting.

**4. Public questions and observations**

**5. Reports from Somerset Councillors, RNAS and LCN, if any.**

**6. Action list**

To receive an update on all open items.

**7. 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

**8. Planning matters.**

To receive an update on any existing planning applications

**9. Highways**

To receive an update regarding the Highways strategy.

## **10. Finance**

- a. To approve balances and payment schedule.

*Payments to be made:*

Clerk Salary

Three Counties Landscaping – Grass cuts - £645.00

T Mepham – Skate Park – £20.00

Parish Online - £140.40

## **11. Grant Policy**

To consider and approve the proposed grant policy

## **12. Internal Auditor**

To appoint an internal auditor

## **13. Scribe**

To consider the use of scribe software for the parish council accounts

## **14. Defibrillator**

To consider supporting IDCA in the purchase and location of a defibrillator

## **15. Asset Register**

To consider and agree areas of responsibilities for the purpose of recording assets

## **16. Car Park**

- a. To discuss and agree the valuation of the market square car park and its inclusion in the asset register.
- b. To discuss and agree to earmark £25k of IPC budget reserves for the resurfacing of the market square car park this calendar year, and to pay this money back into reserves over the next 5 financial years.

## **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, including matters relating to the wall.

## **20. Skate Park & Mead Play Area**

- a. To receive an update regarding the skate park and play area, if applicable.
- b. To discuss and agree the depreciation over past 20 years of the skate park physical structure and the ending of the lease.

## **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 10<sup>th</sup>**

**April 2025.**