



Tim Hayne, Parish Council Chair, can be contacted at [clerk@chiltonpoldenpc.co.uk](mailto:clerk@chiltonpoldenpc.co.uk) or 07900 242114.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability) Crime and Disorder, Health and Safety and Human Rights.

Members of the public are welcome to attend and will be given time to speak during the meeting, in an open public session.

## **Minutes of Chilton Polden Parish Council Meeting 20<sup>th</sup> November 2025**

Meeting opened: 19:30

1. **Those Present:** G Baker (GB), A Clatworthy (AC), Nick Smith (NS), R James (RJ) Holly Perfect-Porter (HPP) and Clerk L Chilcott (LC), there were also 3 members of the public
2. **Apologies for Absence and Declarations of Interest and Dispensations:** Apologies received from T Hayne (TH)
3. **Statements by County Councillors:** Briefing read, Money & parking charges on Sunday in discussion
4. **Minutes of the meeting held on 8<sup>th</sup> October 2025:** GB Approved as a true copy
5. **Matter arising (including matters of report from the minutes not itemised below):** Difibrilator Training, NS to contact SWAS
6. **Financial Matters**
  - 6.1 **Clerk's Salary: £292 per month (October):** Proposed: GB, Second: HPP – All in favour
  - 6.2 **Chilton Polden Village Hall -Inv. 134 - £60.00:** Proposed: HPP, Second: NS – All in favour
  - 6.3 **Chilton Polden Playing Fields – reimbursement for Burnham Portable Toilet**  
**Hire Inv.21170 - £126.00:** Proposed: HPP, Second: NS – All in favour
  - 6.4 **Somerset Council – INV. 32006212 - £304.60:** Proposed: HPP, Second: NS – All in favour
7. **Planning Matters**
  - 7.1 **Granted: 19/25/00007 –The Grange - No Action Required**
  - 7.2 **Granted: 19/25/00008 – Unit 7, 21 Broadway - No Action Required**
  - 7.3 **Withdrawn: Horn Farm - No Action Required at this time**
  - 7.4 **Application: 19/25/00004 – 21 Broadway – Rejected – The Design is not in keeping with the village design statement and would be out of character for that area of the village. There is no chimney and does not have a slate roof and there is no blue Lias as the other 3 buildings in the location have. LC to update planning comments portal.**

8. **CPPC Website (GB & LC):** RJ to confirm timeline for changing in the December meeting. Member of the public requested draft minutes to be updated on the website ASAP after the meeting. LC was not aware drafts were to be published and had been publishing once they had been signed and agreed at the next meeting. LC will update the website as soon as the draft has gone out to the councillors.
9. **Garages – Would council apply for planning permission for parking?** Email from Homes in Somerset thanking CPPC and residents for attending the meeting regarding the proposed bungalows and advising they have listened to all comments made and are having further internal discussions regarding the proposal. TH email reply read out stressing the parish council and residents' concerns. GB to photograph area at the weekend for reference to prove why off-street parking is required. Wait and see any reply to TH email and raise again.
10. **Councillors' council email addresses (LC):** LC to try and find costs in preparation for precept. RJ sent LC email with link to authority to request Domain Name.
11. **Courses for Verge cutting/working (TH):** Defer to December meeting for TH
12. **Risk Assessments (MA/TH):** Defer to December meeting for TH/MA
13. **Overgrowing vegetation, have letters been issued and have the issues been corrected by residents?:** NS found the letter previously issued. This will be forwarded to all councillors to date and issue to residents. Proposed by HPP, Seconded by GB that letter can be issued at any time going forwards wherever there is an issue with overgrowing vegetation onto public areas. All in Favour
14. **Has letter been sent to St Edwards Church – Sept 25 Meeting:** Defer to December meeting for TH
15. **SALC Training (LC):** LC is now also Clerk to Shapwick Parish Council, and they have suggested paying 50/50 for LC training. RJ proposed Shapwick pay for training courses and then invoice CPPC for 50%. GB seconded and all in favour. List of current training courses passed round, and NS would like to attend the Responding to Planning Applications Course 08.12.25. GB Proposed and HPP seconded, all in favour. LC to book NS onto course.
16. **Church Christmas tree (AC/GB):** RB to go to Mole Valley and purchase tree, she will then bring in receipt for reimbursement. Also discussed the Christmas Tree Festival and it has been agreed we will participate. AC will place and decorate tree on 05.12.25 and RJ or NS to see what trees they have to use. All in favour.
17. **Chilton Polden Playing Fields – Fireworks Event (MA):** favour Reports on socials are they made £2,100 profit from the event and this was their best year. LC to email and confirm CPPC are pleased the event went well and that we were happy to support them for the event.

#### **MATTERS OF REPORT**

- a) Letter read from Poldens Today thanking CPPC for the contribution. They advise the website is going very well and they are looking into more publications going forward. Member of the public requested that we put the Poldens Today website link on our website. LC to arrange.
- b) Speed signs are being covered/turned around. Agreed for this to be raised in December meeting for addressing Highways.
- c) LC raised the need to elect new Chair and Vice Chair at the December meeting.
- d) HPP – Remove councillors addresses from website. Lc to arrange and just have resident of Chilton Polden as address.

**Date of next meeting – Wednesday 10<sup>th</sup> December 2025 STARTING AT 7:00PM**

Meeting Closed: 20:51