



Rebekah James, Parish Council Chair, can be contacted at [clerk@chiltonpoldenpc.co.uk](mailto:clerk@chiltonpoldenpc.co.uk)

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 11<sup>th</sup> March 2026**

Meeting opened: 19:00

1. **Those Present:** R James (RJ), Nick Smith (NS), Holly Perfect-Porter (HPP), Mike Aylmer (MA), Alan Clatworthy (AC) and Clerk L Chilcott (LC), there were also 3 members of the public
2. **Apologies for Absence Declarations of Interest and Dispensations:** Declarations of interest 8 – RJ & NS
3. **Minutes of the meeting held on:** 11.02.26 approved as a true copy, all in agreement
4. **Councillor Reports:** None Received
5. **Financial Report**
  - a) **Bank Reconciliation** Bank Recs completed for Jan 26 and Feb 26, signed RJ & LC
  - b) **Forecast** given and discussed, confirmed some reserves have been used this financial year
  - c) **Invoices for payment**
    - i. Payroll - all approved for payment, RJ proposed, NS 2<sup>nd</sup>, all in favour
  - d) **Reserve account:** Explained that signatories had been rejected on application. MA & NS signed new copy
  - e) **Signatories:** Confirmed RJ added and internet banking should be with them soon. Advised HPP had not sent in contact information requested and they confirm they had not. AC to be added.
6. **Councillor Vacancy:** Explained that Somerset council had advised the correct form and correct department had not been notified of the vacancies and the 14 days had to start again (this was communicated to all at the time, TH advised my email had not been received by them). Notice to co-opt had been approved by Somerset Council. MA proposed Tina Hamilton (TH) co-opted as councillor and NS Second, all in favour. Documents given to TH to complete and sign, so these can be sent to Somerset Council.
7. **Noticeboard:** NS has measured but needs dry weather before repairs are carried out. Back to be replaced and due to warped doors new drill holes for lock holes. NS to action. £50 budget proposed RJ, all in favour.
8. **Benches & bin:** RJ & NS exempt from voting, 2 quotes for fitting benches received, these were discussed and HPP proposed A.S Baker for the work all in favour.
  - **Green Boughs £1,035.00 No VAT**
  - **A.S Baker - £1,100 + VAT**

Discussed the bench options again AC proposed and all in favour of Elwood Recycled Material Seat x 2 delivery to West House Farm.



1 x Jubilee 110 Litter Bin to be ordered for the Playing Fields. HPP proposed, all in favour

Purchases agreed in May 2025 minutes

9. **Flooding quotes:** RJ spoke with local resident, someone has cleared out and flowing better, needs cleaning more frequently. Discussed putting gate on as safer and clearing ditch. Resident mentions spring that is leaking and freezes in winter. RJ to visit site and NS to get quotes.
10. **Litter Pick:** AC confirmed Risk assessment sent to council, will send pack to clerk after the pick to hold on file. Village hall keys given to AC as clerk not there for pick.
11. **Signage for village hall:** It was agreed that the first step would be for the village hall to speak to highways and request online.
12. **CAB Update:** CAB update read out for contacts to CAB during 2025 from the village
13. **Church Lane Safety:** Report to Highways – Dangerous junction for pedestrians and vehicles exiting Church Lane onto Priory Road.
14. **Standing Orders/Policies:** NS & MA have looked at the latest standing orders and compared them to NALC Model and have rewritten. Councillors to review and to be discussed at next meeting. AGAR RJ & NS to read and adapt. All in favour of internal auditor Richard Young.
15. **Homes in Somerset:** Update read and we are to contact after their meeting for outcome on land.
16. **Clerk's hours:** 3 months extra 10 hours proposed by RJ. All in favour
17. **Date of next meeting:** RJ & clerk unable to attend next meeting, all in favour of moving next meeting to 15<sup>th</sup> April 2026. Clerk to move village hall booking.
18. **Any comment for future agenda's:** Employment Law, Clerk's appraisal, Priory contact regarding trees, Land for sale, CPRE membership, clerk to send link to website for councillors to read through before meeting so decision can be made, Parking/slabs junction of Townsend Land & Broadway.

**Date of next meeting – Wednesday 15<sup>th</sup> April 2026 STARTING AT 7:00PM**

Meeting Closed: 20:31