



Chilton Polden Parish Council
Minutes of a Full Council Meeting of the Parish Council held on Wednesday 23rd
September 2026
in the Village Hall, Priory Road, Chilton Polden, Bridgwater, Somerset, TA7 9EH
at 7.00pm

26/27/063 **Present:** Cllrs, James (Chair), Smith (Vice Chair), Clatworthy & Hamilton

26/27/064 **Apologies:** Cllr Aylmer

26/27/065 **Declarations of Interest and Dispensations:** None Recorded

26/27/066 **In attendance:** Clerk present & 2 members of the public

26/27/067 **To Confirm and sign the minutes of the Parish Council Meeting held in April, May, June & July 2026**
Minutes of the meetings were circulated to Cllrs prior to meeting. All in favour to be agreed and were signed by Cllr James.

26/27/068 **Councillor Reports:** Chair read monthly update from Mark Healey

26/27/069 **Cllr James agreed for point 14) Any Comments for future agenda's to be heard as Chilton Polden Playing Field Representative could not stay for full meeting:** Annual Safety Inspection invoice has been submitted to Parish council (on today's agenda), They have also received quotes for the insurance and these range from £619.35 – £306.15. Agreed as within budget £306.15 would be reimbursed if no alternative quotes come in. It has been difficult for them to get like for like quotes as lots of companies no longer doing the insurance required.

Chilton Polden Playing Fields Association AGM is being held at the Village Hall on 12th October 2026 at 7pm. They are looking for committee members and have advised they are struggling to fill roles on the committee.

The wooden trail is now at the end of its life, they have applied for Lottery funding to replace, and they should hear shortly if they have been successful in their application.

26/27/070 **Financial Reports**

a) 2026 Bank Reconciliations: The bank reconciliations were issued to cllrs prior to the meeting to read. Cllr Smith asked to confirm the funds received into the reserve account was interest, this was confirmed by Clerk. All confirmed correct and signed by Cllr James and Clerk.

Louise Chilcott, Parish Council Clerk, can be contacted at clerk@chiltonpolden-pc.gov.uk

Initials.....

- b) **2026/27 forecast:** Issued prior to meeting and April – August actual spend and forecast agreed.
- c) **Invoices for payment:** All invoices on agenda read out and confirmed for payment. NS Proposed, AC Seconded, all in favour.
- d) **Signatories:** Cllr Clatworthy has not heard from Unity regarding his signatory. Clerk will chase up.
- e) **AGAR Update:** Clerk gave update regarding delayed AGAR external audit due to public rights not being published to clerks' absence. Also, email received on date of meeting from external auditors requesting further breakdown of some income & expenses in 2025/26-year, clerk to respond.
- f) **Grants:** St Edwards Church have requested further support with grants. Discussed options and agreed as grass cutting for the churchyard is £1750 per year we will increase grant to £1,200 this year and the funds will come from reserves. Increase to £1,200 – Cllr Hamilton Proposed, Cllr Smith Seconded, all in favour.
CAB, is in the budget and agreed at precept if they get in touch.

26/27/071 **Planning:**

- a) 19/26/00002 – Butterwell Farm, application still open. Member of the public asked if drainage had been addressed in application and cllr James confirmed it had. All in favour to support application.
- b) West House Lodge, 23 Broadway, confirmed permission granted under health and safety to fell dead sycamore tree.

26/27/072 **Church bench:** Cllr James confirm that the bench is to be installed but if the Diocese comes back declining the application it is to be removed. Cllr James will arrange the placement of the bench.

26/27/073 **Standing Orders/Policies:**

- a) **Finance standing orders/ Policies:** Clerk to look at NALC guidelines for finance standing orders and bring draft to next meeting.
- b) **Payment & Purchase Policy:** Clerk gave overview of reasoning behind having such policy. Cllrs agreed that it is a good idea to prevent late payment of invoices. Clerk to draft policy and bring to next meeting.
- c) **Risk Report:** Confirmed agreed in previous minutes
- d) **Internal Control:** Confirmed agreed in previous minutes

26/27/074 **CPRE Membership:** Clerk asked what information they want to be issued that comes via email from CPRE. Cllrs agreed for clerk to forward all from September and then will see what is relevant and what is not.

26/27/075 **Parking Townsend Lane/Broadway:** Confirmed due to clerks absence letter was not issued, agreed that although it has been reported parking is still happening, so letter to be sent as parking on Council owned land.



- 26/07/076 **Speeding Emails:** 2 emails received and read in meeting regarding speeding through village. Cllrs agreed it is a problem. Clerk to contact Highways and request an assessment of speed through the village and request that the road furniture is assessed to see if adequate. Clerk to respond to emails received.
- 26/27/077 **Pub Noise & nuisance Complaints:** Emails received and noted by the parish council. We are not the correct body that can action anything regarding this. These complaints need to be addressed to Somerset Council Licencing department. The pub is currently closed, and it is not yet known there are plans to re-open. Clerk to respond to emails to advise correct reporting procedure.
- 26/27/078 **Footpaths & Stiles:** TH advised footpath offices reports has identified several footpaths and stiles that are in a bad state of repair. Clerk to write to landowners to request repairs to be undertaken to stiles. Clerk also to contact CPRE to see if any advice can be given. TH to contact Ramblers Association for advised/help.
- Also, the public footpath to the left on Priory Road is overgrown, it is the landowner's responsibility to keep cut down. Clerk to write letter requesting this is actioned.
- 26/27/079 **Any comments for future meetings:** Update from Cllr Smith, water leak was reported and has been repaired.
- Priory hedge very overgrown now. Clerk to write and remind as blocking drainage ditch for the village.

Date of next Meeting: Wednesday 14th October 2026 at 7:00pm

There being no further business the meeting closed at 8:24pm

Signed.....

Dated.....

Louise Chilcott, Parish Council Clerk, can be contacted at clerk@chiltonpolden-pc.gov.uk

Initials.....