

CHILTON POLDEN PARISH COUNCIL MINUTES OF THE MEETING HELD ON WEDNESDAY 10 JUNE 2026 AT 7.00PM

1. Those Present

Councillor James (Chair), Councillor Smith, Councillor Perfect-Porter, Councillor Hamilton and Councillor Mike.

2. Apologies for Absence and Declarations of Interest and Dispensations

Apologies received from Councillor Clatworthy. No declarations of interest or dispensations were recorded.

3. Election of Chairperson

Councillor James was proposed by Councillor Hamilton to continue as Chairperson. All members were in favour. Councillor James agreed to continue in the role for a further six months until January 2027, at which point she will step down.

4. Election of Vice Chairperson

Councillor Smith was proposed by Councillor Hamilton to continue as Vice Chairperson. All members were in favour.

5. Minutes of Meeting Held on 13.05.26

The minutes of the previous meeting were unavailable as the Clerk had been unwell and unable to prepare them. It was agreed that the minutes of the meeting held on 13 May 2026, together with the minutes of this meeting, would be presented for approval at the next Parish Council meeting.

6A. Insurance

Councillor Hamilton proposed that the Council approve payment of the annual insurance premium of £218. All members were in favour. It was noted that the newly purchased benches have been added to the Council's insurance policy.

6B. Payroll

It was agreed that Councillor James would contact SALC to obtain guidance regarding payroll arrangements, statutory sick pay procedures and the process for accessing the Clerk's email account during periods of absence. The Clerk will also be contacted to provide an update on her anticipated return to work and to confirm any payroll implications.

6C. Signatories

The Council is awaiting paperwork from Alan to enable additional bank signatories to be added to the Unity Trust Bank account.

6D. AGAR Approval

It was proposed and agreed that Richard Young be paid retrospectively for the completion of the AGAR work. The Council formally accepted Richard Young's report. The relevant AGAR forms have been completed and will be forwarded to the Clerk. It was agreed that the period for the exercise of public rights will be published in accordance with AGAR requirements.

6E. Hall Invoice

It was agreed that the Village Hall invoice for the period October 2025 to March 2026, totalling £70, be paid.

7. Open Session

No matters were raised.

8. Planning Matters

None.

9. Councillor Vacancy

It was noted that a vacancy remains on the Parish Council. Councillors were encouraged to make local residents aware of the opportunity and identify suitable candidates.

10. Benches and Bin Update

It was noted that the bin has now been passed to the Playing Field Committee. The installation of the new bench has been delayed due to weather conditions but is expected before the next meeting. It was agreed that the Church would be contacted regarding the second bench to establish whether they would like to receive it and where it should be located.

11. Manhole, Goose Lane

Councillor James reported that a quotation is currently being obtained for works to the manhole on Goose Lane. It was noted that a grated solution may be more suitable and this suggestion will be passed to the contractor providing the quotation. A second quotation will need to be obtained.

12. Support for Church

Following discussion at the Annual Parish Meeting, it was noted that the Church continues to face significant ongoing costs and fundraising challenges. The Parish Council expressed its desire to support fundraising efforts where possible whilst remaining within the legal requirements governing the use of public funds. It was agreed that Anita would be contacted to discuss potential fundraising initiatives and identify ways in which the Parish Council may be able to assist.

13. Any Comments for Future Agendas

Councillor Smith will contact Vegan Castle to request further information regarding their forthcoming event. The Council requested confirmation from the Clerk that the letter regarding parking at the end of Townsend Lane has been sent. Councillor Smith reported that the Parish Council noticeboard is beginning to deteriorate and will inspect it further when time allows.

Date of Next Meeting: Wednesday 8 July 2026 at 7.00pm.