

NORTON ST PHILIP PARISH COUNCIL

www.nortonstphilipparishcouncil.co.uk

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Minutes of a meeting of the Parish Council held on
Wednesday 8th January 2025 at 7.00 pm in the Palaiet Hall, Norton St Philip.

Present: Cllr Hasell (Chairman), Cllr Fox, Cllr Lund, Cllr Hitchins, and Cllr Murfitt.

In attendance: Nicola Duke (Parish Clerk).

Public Participation

Members of the public were invited to make representations to the Council on any matters relating to the work of the Council or to raise any issues of concern: There were no members of the public present.

	AGENDA ITEM
9033	Apologies for Absence Cllr Curwen due to a prior engagement, accepted.
9034	Declarations of Interest and Dispensations to Participate None.
9035	Minutes a) The minutes of a meeting of the Parish Council held on 11th December 2024 were approved for accuracy and adopted (proposed Cllr Lund, seconded Cllr Hitchins). a. To consider any matters arising from the above meetings (if any): None.
9036	Council Reports <ul style="list-style-type: none">• The Chairman – No report.• Parish Clerk – Reported on the planned switch of banking providers, informing members that a paper form was now required. This had been duly signed and would be returned to Unity Bank.• County Councillors; Dawn Denton had sent apologies for absence. Apologies were received from Adam Boyden during the meeting, together with an emailed report. The highlights of the report were read out to members under Correspondence and the Clerk would circulate Cllr Boyden's report post meeting.• Other Reports:

	<ul style="list-style-type: none"> ○ Palairet Hall – No report. ○ Church Mead Committee – Cllr Hitchins reported that the Committee had looked at the two sections of overgrown gravel path from the High St and works to attend to these were being planned. The 100 Club would be up and running by the end of January and was moving online, with the assistance of Cllr Fox. ○ Sustainable Norton St Philip – No report.
9037	<p>Planning Applications, Appeals and Consultations</p> <p>None.</p> <p>To receive and consider planning applications received after the issue of the agenda (<i>where the response time falls outside of the meeting schedule and an extension cannot be obtained</i>)- None.</p> <p>Planning Appeals</p> <p>Planning Appeals APP/E3335/W/24/3338939 , APP/E3335/W/24/3337357 & APP/E3335/W/24/3337232 (2023/0640/FUL, 2023/0643/FUL & 2023/0644/FUL) -Fortescue Fields – the Chairman reported on a recent document published on the SC planning portal, in which the PINS Inspector had invited comments from SC and Lochailort relating to the new NPPF issued prior to Christmas. As members were aware, the PC had sent a letter to PINS expressing its grave concern that other Interested Parties had not been offered the same opportunity.</p>
9038	<p>Consultations</p> <p>Members considered the Parish Council’s response to SC’s Planning Validation Checklist consultation – deadline for comment 10th January 2025 (information previously circulated; referred from December PC meeting). Following debate, it was resolved to respond with the comment that the PC had read the consultation information with interest and had no comment beyond pointing out the error with the documents page numbering.</p>
9039	<p>Financials</p> <ul style="list-style-type: none"> a) Council payments as listed were approved (proposed Cllr Fox, seconded Cllr Hitchins). It was noted that the PC would write to all organisations in receipt of a grant or SLA payment to reconfirm that such payments needed to be drawn down by way of application to the PC; such payments were noted not to be automatically issued. b) The Bank Reconciliation Statement December 2024 had been circulated to members and was noted. Members noted the Clerk’s report that there were no significant variances against the budget and further noted the circulated Financial Position Statement.

	<table><tr><td>N Duke</td><td>Expenses January 2025</td><td>£ 50.65</td></tr><tr><td>Gooding Accounts</td><td>Payroll fee December</td><td>£ 20.00</td></tr><tr><td>Devon and Somerset Pension</td><td>Pension Fund contributions Dec</td><td>£ 367.18</td></tr><tr><td>HMRC</td><td>PAYE/NI December 2024</td><td>£ 139.08</td></tr><tr><td>J L Bryant</td><td>CMC dog bins Oct- Dec</td><td>£ 625.00</td></tr><tr><td>The Old School Room</td><td>Annual grant</td><td>£ 150.00</td></tr></table>	N Duke	Expenses January 2025	£ 50.65	Gooding Accounts	Payroll fee December	£ 20.00	Devon and Somerset Pension	Pension Fund contributions Dec	£ 367.18	HMRC	PAYE/NI December 2024	£ 139.08	J L Bryant	CMC dog bins Oct- Dec	£ 625.00	The Old School Room	Annual grant	£ 150.00
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9040	<p>Parish Council Budget and Precept 2025/2026 (information previously circulated)</p> <p>a) Members reviewed the Council’s Earmarked Reserves as at December 2024, which were approved and duly signed by the Chairman (proposed Cllr Lund, seconded Cllr Murfitt).</p> <p>b) Members reviewed the level of General Reserve as at December 2024 and resolved to increase the level by £4,000 to £14,937 by way of virement from the EMR SC Devolution Fund (proposed Cllr Lund, seconded Cllr Murfitt).</p> <p>c) Members considered the draft budget for 2025-2026 and adopted the revenue budget including its capital allocations as circulated (proposed Cllr Lund, seconded Cllr Murfitt). It was agreed that the PC would seek meetings with organisations in receipt of budgeted grants and SLA’s to establish the fine detail of the funds being allocated, prior to their release. A review of the grants paid to local churches would also be carried out in the autumn, in readiness for the 2026-27 budget setting process.</p> <p>d) Members duly set the Council’s precept for 2025-26 in the amount of £55,927, representing a 3% increase on the current year and an annual increase of £3.22 per Band D equivalent household (proposed Cllr Lund, seconded Cllr Hitchins). Members noted that the increase would enable to Council to ‘balance’ its budget requirement and protect earmarked and capital fund levels for the future.</p>																		
9041	<p>Traffic Action Group, Highways and Footpaths</p> <p>Cllr Fox provided the following updates on the work of the Traffic Action Group:</p> <ul style="list-style-type: none">Somerset Council’s Highway Officer had now confirmed the ownership of land outside the Old Shop, which had clearly shown that SC had highway rights over the area on which bollards were planned to be installed. This development was welcomed and Cllr Fox would now take forward the installation of the bollards and would apply to SC for the formal approval required.The new SIDs had been delivered and were being stored. There would be considerable work required to build and erect the units and a team of volunteers was being put together to take this work forward. It was noted that 2 of the existing poles were suitable for the new units and these would therefore be made operational as soon as possible. Cllr Fox would liaise with SC to arrange for new poles to be installed in the other SID locations as soon as possible.																		

	<ul style="list-style-type: none"> • TAG was meeting on 9th January 2025 and would be considering updates on the previously reported issues with speeding on the A366. A suitable response to the disappointing correspondence received from SC at the latter end of 2024 would be considered. Mr Eastment had kindly agreed to monitor the signage and lining on the A366, in order to establish whether works SC had reported as completed had been undertaken. • The Chairman reported that he had noticed a marked increase in the number of vehicles using the A366 as opposed to the B3110. Cllr Fox reported that speed watches were not currently operational on the B3110 and therefore there was no comparative data, which would be useful to have in considering this issue. The TAG meeting scheduled for the following evening would be looking at re-establishing CSW on the B3110 however, additional volunteers were required. Cllr Hitchins undertook to promote this via the Fortescue Fields resident Facebook page.
9042	<p>Somerset Rivers Authority re: SRA Community Flood Action Fund</p> <p>Members considered applying to the Fund (previously circulated, December minutes refer). Following debate, it was agreed to defer the item for further consideration at the February meeting, given that the deadline for applications was 20th February 2025.</p> <p>Cllr Murfitt requested a copy of the application information as she had an application in mind. Members noted that there was no indication that retrospective applications would be funded and further noted that reinforcements were required to the culvert under the A366, which was a potential project to consider at the February meeting.</p>
9043	<p>Neighbourhood Plan for Norton St Philip</p> <p>Members noted that SC had begun the process of appointing an Examiner. The Council had provided the PC with a list of potential Examiners and the PC had indicated its preference.</p>
9044	<p>Correspondence</p> <p>a) Avon and Somerset Police re: Cancellation of " come meet us events" (previously circulated) – the Chairman expressed his disappointment at the cancellation of these events, noting the recent issues with arranged dates which had made it difficult for residents to attend the meetings. He reported that he and Cllr Fox had attended a planned event, at which the police had not been present. A belated apology had been received following the Chairman contacting them after waiting at the venue for 40 minutes. It was agreed that the Chairman would write a letter to Avon and Somerset Police outlining the issues experienced and expressing disappointment that the events had now been cancelled.</p> <p>b) Anna Sabine MP re: meeting with constituents (previously circulated) – Members noted that a draft response had been circulated and this was approved for release.</p>
9045	<p>Parish News</p> <p>The below items were agreed for inclusion in the next edition of Parish News:</p> <ul style="list-style-type: none"> • Normal summary of meeting

	<ul style="list-style-type: none"> Information on the budget and precept for 2025-26
9046	Meeting schedule Wednesday 12 th February 2025 – Palairet Hall, Norton St Philip.
9047	Confidential Information In view of the confidential nature of the business to be transacted at Agenda Item 9048 members resolved that the press and public be excluded from this part of the meeting (proposed Cllr Hasell, seconded Cllr Lund). <i>Such a resolution would be in accordance with the Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2), which states "A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies."</i> Reason for exclusion – Staffing Matters. At this point the Parish Clerk left the meeting.
9048	Staffing Matters Members had received information from NALC regarding the national salary award for 2024-25 and duly adopted the revised salary scales, approving the associated back day due (proposed Cllr Hasell, seconded Cllr Fox).

There being no further business the meeting was closed at 8.48 pm.