

NORTON ST PHILIP PARISH COUNCIL

www.nortonstphilipparishcouncil.co.uk

Chair Ian Hasell, 7 Monmouth Paddock, Norton St Philip, Somerset, BA2 7LA, ianhasell1@gmail.com

Clerk Nicola Duke, April Rise, 81 Studland Park, Westbury, Wiltshire, BA13 3HN, clerk@nortonstphilipparishcouncil.gov.uk

Minutes of a meeting of the Parish Council held on
Wednesday 12th November 2025 at 7.00 pm in the Palairet Hall, Norton St Philip.

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

In attendance: Nicola Duke (Parish Clerk), Somerset Councillor D Denton and 5 members of the public.

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:

- A resident spoke to the Council in respect of potential s106 fund bids to SC. Concern was expressed by the resident that the Council appeared to have misinformation regarding the proposals she had submitted and had not carried out sufficient local consultation.

| | AGENDA ITEM |
|------|--|
| 9153 | Apologies for Absence Cllr Hitchins due to holiday, accepted. |
| 9154 | Declarations of Interest and Dispensations to Participate None. |
| 9155 | Minutes <ul style="list-style-type: none">a) The minutes of a Council Meeting held on 8th October 2025 were approved for accuracy and adopted (proposed Cllr Lund, seconded Cllr Curwen).b) To consider any matters arising from the above meetings (if any): None. |
| 9156 | Council Reports <ul style="list-style-type: none">• The Chairman reported the following:<ul style="list-style-type: none">○• Parish Clerk – No report.• County Councillors; Dawn Denton had provided a report which had been circulated to members. Adam Boyden had also sent a report, which was circulated to members just prior to the meeting. The following additional reports were given: |

| | |
|--|--|
| | <ul style="list-style-type: none"> ○ Cllr Denton reported that SC was moving closer to bankruptcy. The S151 officer had identified 10m of savings however, a further £90m of savings needed to be identified before February 2026, at which point the Council needed to demonstrate it had a balanced budget. ○ The recent emergency measures for the Planning Department had not been as effective as had been hoped. A consultant had now been appointed at the cost of £1,000 per day for a 6 month period to attempt to sort out the issues in the department. ○ Customer Services was proving difficult to access and was not functioning well. ○ The Chairman restated the PC's grave concerns at the planning system at SC and the lack of local engagement and consultation arising as a result of the lack of extensions available to town and parish councils. He also reported on a recent letter sent to Alison Blom-Cooper, copied to Simon Trafford in which the PC had expressed concerns at the extensions given to Lochailort in respect of the planning application for land west of 67 Fortescue St. The late submission of statutory documents relating to the application was in direct contravention of the recently adopted SC policy and would result in the PC and local residents needing to submit further comments as more information was made available. The response from Simon Trafford that an exception had been made due to the fact a further application would be submitted if the application had not been validated was not felt to be acceptable. The general lack of enforcement in the county was also a significant issue. <ul style="list-style-type: none"> ● Other Reports: <ul style="list-style-type: none"> ○ Palairet Hall – No report. ○ Church Mead Committee – Cllr Hitchins had provided a report which had been circulated to members and is copied below: <p>The fireworks and bonfire went ahead as planned on 1st November. There had been heavy rain during the day but thankfully this cleared at around 5pm. Despite this and the cold weather there was a very good number of spectators.</p> <p>The accounts have not been finalised but provisional figures are very similar to those in 2024 with sales of just over £10k and a surplus of approx. £5k.</p> <p>The committee would like to express its great thanks to the large number of volunteers who set up and ran the event and then cleared up the following day. Without their help it would not be possible to run the event. Lee Hodgson spent many many hours organising the spectacular display and the committee are hugely grateful for his commitment. Ben Tollworthy ran the BBQ calmly and skilfully.</p> <p>The committee has submitted its draft bid for the Longmead S106 funds to Nikki Duke. It understands that consideration of this is on the Agenda for the November meeting.</p> |
|--|--|

| | |
|------|--|
| | <p>As the PC will note, the Friends of Rode and Norton school (FRANS) and the preschool parents committee have supported improvements to the playground with the provision of new equipment for both the younger and older children who use this very popular resource. The proposal to provide a boules court has been widely supported in informal consultation and following soundings being taken amongst the residents of the age restricted dwellings on the Longmead development. This was at the suggestion of SC who pointed out that a substantial proportion of the funds are associated with those dwellings.</p> <p>The committee submitted its Expression of Interest to SC in July; the SC response was that there was “no reason” why the full bid should not be submitted to them.</p> <p>The committee suggests that the committee’s proposals will provide benefits for the whole community. Although the bid is for the whole portion of the S106 funds allocated for “Recreational Open Space, Facilities and Equipped Play Space” this will not cover the anticipated total cost. The shortfall, which is likely to be at least £8k, will be met through Church Mead funds, either held by CM or the PC by way of its Capital Fund.</p> <ul style="list-style-type: none"> ○ Sustainable Norton St Philip – Cllr Lund reported that a Repair Café had been held at the beginning of November, which had raised £80 of which some was profit after costs. Consideration was being given to arranging a joint litter pick with the PC, in early 2026 before the growth of vegetation would make it difficult to reach litter. Further information from SC regarding Electrical Vehicle Charging Points was awaited and Cllr Denton would chase this up. |
| 9157 | <p>Planning Applications</p> <p>Members noted the below planning applications, which had been received with deadlines outside of the meeting schedule. Comments had therefore had to be submitted to SC prior to the meeting. The below submissions were retrospectively approved as listed:</p> <p>2025/1810/LBC - Brewery House North Street Norton St Philip Bath Somerset - Installation of an EV Charge Station in garage – Support comment submitted.</p> <p>2025/1729/FUL - Mayfield Frome Road Norton St Philip Frome Somerset - Erection of a two storey house & garage/store with variations to previously consented application ref: 2024/0461/FUL (Retrospective) – Support comment submitted.</p> <p>2025/1862/TCA - 8 Monmouth Paddock Norton St Philip Frome Somerset BA2 7LA - Norway Maple (T1) - Fell. Cherry (T2 - T4) - Reduce by 1m & reshape. Alder (T5) - Reduce by 1m & reshape – Notification only – Support comment submitted.</p> |

| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|------------------------------|---|------------|-----------------------|---------|------------------|---------------------|---------|----------------------------|----------------------|----------|------|----------------------|----------|--------|----------------------------|---------|--------------|-----------------------|----------|---------------------|------------------------|---------|------|------------------------|---------|---------------------|--------------|--------|------------------------------|----------------------|------------|
| | <p>2025/1572/FUL - Brownshutters Farm Airfield Farleigh Road Norton St Philip Bath - The erection of 1 no. aircraft shed for aircraft storage & associated equipment. (Retrospective) – Objection comment submitted.</p> <p>2025/1831/LBC - The Gables High Street Norton St Philip Frome Somerset - Retrospective permission for minor ground floor and first floor alterations – Support comment submitted.</p> <p>2025/1515/FUL - Land West Of 67 Fortescue Street Norton St Philip Frome - Erection of 8 dwellings including affordable housing. Formation of a 1.1ha area of open space, linking Church Mead with Ponds Country Park, new vehicular accesses and footpath links. Hard and soft landscaping including new planting improvements to the tree belt with Church Mead, ecological and biodiversity enhancements including bat replacement habitat. Car and cycle parking – No further report, item covered during reports from Somerset Councillors.</p> <p>To receive and consider planning applications received after the issue of the agenda (<i>where the response time fell outside of the meeting schedule and an extension cannot be obtained</i>) – None.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 9158 | <p>Financials (Reports previously circulated)</p> <ul style="list-style-type: none">a) Council payments due as listed were approved (proposed Cllr Fox, seconded Cllr Murfitt).b) The Bank Reconciliation Statement October 2025 had been circulated to members, was noted and adopted.c) Members approved for release via bank payment the backdated Pension Contributions 2020 to 2025 (previously approved) in the amount of £15,378.57 (proposed Cllr Hasell, seconded Cllr Fox). It was noted that this included the employee contributions of £3,003.50 which would be repaid via the payroll.d) Members approved for release the annual grant for the Old School Room Farleigh Hungerford in the amount of £300 (proposed Cllr Hasell, seconded Cllr Murfitt). | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | <table><tr><td>N Duke</td><td>Expenses October 2025</td><td>£ 52.19</td></tr><tr><td>Gooding Accounts</td><td>Payroll fee October</td><td>£ 20.00</td></tr><tr><td>Devon and Somerset Pension</td><td>Pension Fund October</td><td>£ 378.93</td></tr><tr><td>HMRC</td><td>PAYE/NI October 2025</td><td>£ 228.30</td></tr><tr><td>N Duke</td><td>Balancing pay October 2025</td><td>£ 15.21</td></tr><tr><td>M L Cleaning</td><td>Dog bins October 2025</td><td>£ 280.00</td></tr><tr><td>Old School Room, FH</td><td>Hall hire October 2025</td><td>£ 20.00</td></tr><tr><td>SALC</td><td>Member training events</td><td>£ 95.00</td></tr><tr><td>Hardington Vale PCC</td><td>Photocopying</td><td>£ 5.60</td></tr><tr><td>Harris and Harris Solicitors</td><td>Dead of Easement CMC</td><td>£ 1,901.60</td></tr></table> | N Duke | Expenses October 2025 | £ 52.19 | Gooding Accounts | Payroll fee October | £ 20.00 | Devon and Somerset Pension | Pension Fund October | £ 378.93 | HMRC | PAYE/NI October 2025 | £ 228.30 | N Duke | Balancing pay October 2025 | £ 15.21 | M L Cleaning | Dog bins October 2025 | £ 280.00 | Old School Room, FH | Hall hire October 2025 | £ 20.00 | SALC | Member training events | £ 95.00 | Hardington Vale PCC | Photocopying | £ 5.60 | Harris and Harris Solicitors | Dead of Easement CMC | £ 1,901.60 |
| N Duke | Expenses October 2025 | £ 52.19 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Gooding Accounts | Payroll fee October | £ 20.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Devon and Somerset Pension | Pension Fund October | £ 378.93 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| HMRC | PAYE/NI October 2025 | £ 228.30 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| N Duke | Balancing pay October 2025 | £ 15.21 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| M L Cleaning | Dog bins October 2025 | £ 280.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Old School Room, FH | Hall hire October 2025 | £ 20.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SALC | Member training events | £ 95.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Hardington Vale PCC | Photocopying | £ 5.60 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Harris and Harris Solicitors | Dead of Easement CMC | £ 1,901.60 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| | |
|------|---|
| 9159 | <p>Grants and SLA Applications 2026-2027</p> <p>Members received and considered applications received to date for the financial year 2026-27 as listed (previously circulated). The following amounts as requested were agreed for initial inclusion in the budget for 2026/27, with it being noted that a final decision would be made in January 2026 when the final budget was set:</p> <ul style="list-style-type: none"> a) Church Mead Committee –£5,000 revenue and £2,000 capital b) Palairt Hall Management Committee - £3,000 revenue and £5,000 capital c) Farleigh Hungerford Village Hall Society - £450 d) Friends of St Leonards Church, Farleigh Hungerford - £1,100 |
| 9160 | <p>S106 Expressions of Interest</p> <p>Member finalised the Council's views on previously considered Expressions of Interest pertaining to the draw down of s106 funds held at Somerset Council and, in doing so, noted that the final decision as to the allocation of funds would rest with SC, not the PC.</p> <p>Following debate, it was resolved to support the EOI as submitted by the Church Mead Committee for application to Somerset Council (documents previously circulated and discussed at prior meetings of the PC) (proposed Cllr Hasell, seconded Cllr Lund).</p> <p>Members discussed the potential projects as put forward by Mrs Oliver and agreed to reconsider these for submission on receipt of a completed EOI form. In response to the comments made during the Public Participation session the Chairman reported that the PC had advertised the s106 funds available and sought local project ideas via the Parish News and had discussed the matter at a number of previous Council meetings. He drew attention to the fact that other groups and individuals had submitted EOI forms to SC so that potential projects could be assessed. In addition, the PC noted that the proposals put forward by Mrs Oliver related to land not within ownership of either SC or the PC and that no engagement had taken place with the landowner. It was not felt appropriate for the PC to undertake any liaison with the landowner.</p> <p>The Clerk would ascertain the deadline for any receipt of applications with SC.</p> |
| 9161 | <p>Traffic Action Group, Highways and Footpaths</p> <p>Cllr Fox had provided a report, which had been circulated to members and is copied below:</p> <p>Ten members of TAG met on 7 November.</p> <p>A366 safety</p> <p>We will ask the Clerk to follow up with Nick Cowling of SC regarding recent correspondence about making this road safer for drivers.</p> <p>Pedestrian Safety Project</p> |

| | |
|------|--|
| | <p>Thanks are due to Anna and Christopher Nixon for their continued work on the project.</p> <p>All issues of pedestrian safety in the parish will be reviewed by Christopher and Anna, then processed through TAG to the Parish Council.</p> <p>Urgent pedestrian safety and traffic concerns will continue being progressed as required.</p> <p>SID Update</p> <p>TAG is still waiting for a Memorandum of Understanding from Somerset Council which we need before we can purchase and install the two new devices. This will need to be followed up again through the Clerk.</p> <p>Bollards at the Fleur de Lys</p> <p>The Clerk can now obtain quotes from three approved contractors for installation, acquired from North Somerset Council's website which has several recommended suppliers.</p> <p>A drop-kerb request from a wheelchair user is agreed to be valid – both items will need to be delivered as one project.</p> <p>Other issues</p> <p>The proposed footpath near Hungerford Arms: A positive early meeting has occurred with the new pub owners; a further joint meeting is to be arranged with landowners to move the scheme forward and explore potential English Heritage involvement.</p> <p>Balls Lane fly tipping: Recurrent issues are noted; the suggestion is to close it with controlled access – this will need to be tabled at a future PC meeting to allow public input.</p> <p>HGV infringements: Ongoing breaches of weight limits, particularly at the Farleigh Hungerford bridges, have been observed so TAG has approved a proposal to install an HGVWatch camera on the bridge. The PC will be approached and if this is approved, police can then follow up offenders with the camera evidence.</p> <p>Police will arrange LorryWatch operations at Brown Shutters, Tucker's Grave and Faulkland.</p> |
| 9162 | <p>Neighbourhood Plan for Norton St Philip</p> <p>Members received an update on the Neighbourhood Plan following the Referendum and the Judicial Review challenge. The Chairman reported that SC and the PC were in agreement that the NP should be re-examined by the original NP Examiner, subject to his report being legally reviewed. No further progress could be made until the Court Order was received, which was expected to take in the region of 3 months.</p> <p>It was confirmed that the Court Order would contain instructions as to the arrangements and remit of the re-examination. It was noted that Lochailort had requested a fresh examination but it was hoped that a re-examination would be acceptable given that both the PC and SC agreed this was the most expedient way to deal with the challenges submitted in the JR. The Chairman confirmed that the PC's legal team had, during the original</p> |

| | |
|------|--|
| | examination, submitted comments on the potential weaknesses of the items which had resulted in the JR challenge and provided draft wording at that time to address these weaknesses. That wording had been re-sent to SC. |
| 9163 | Correspondence None at time of issue. |
| 9164 | Parish News Members agreed the below listed items for inclusion in the next edition of Parish News: <ul style="list-style-type: none"> • General meeting update • Cllr Fox would prepare an article from TAG regarding how to report non serious accidents, which would follow on from the PC article. |
| 9165 | Meeting schedule Wednesday 10 th December 2025 – The Palairet Hall, Norton St Philip. |

There being no further business the meeting was closed at 8.36 pm.