

# NORTON ST PHILIP PARISH COUNCIL

[www.nortonstphilipparishcouncil.co.uk](http://www.nortonstphilipparishcouncil.co.uk)

Chair Ian Hasell, 7 Monmouth Paddock, Norton St Philip, Somerset, BA2 7LA, [ianhasell1@gmail.com](mailto:ianhasell1@gmail.com)

Clerk Nicola Duke, April Rise, 81 Studland Park, Westbury, Wiltshire, BA13 3HN, [clerk@nortonstphilipparishcouncil.gov.uk](mailto:clerk@nortonstphilipparishcouncil.gov.uk)

---

## To: All Members of Norton St Philip Parish Council

You are hereby summoned to attend a meeting of the Parish Council to be held on **Wednesday 11<sup>th</sup> February 2026** commencing at **7.00 pm** in the Palairot Hall, Norton St Philip for the transaction of the business shown on the agenda below.

*N. Duke*

Nicola J Duke - Parish Clerk

5<sup>th</sup> February 2026

### Public Participation

The Chairman of the Parish Council will invite members of the public to present their questions, comments and petitions submitted under the Council's Public Participation Procedure at the start of the meeting. *Please note that the Clerk will record the names of those wishing to address the Council together with the subject matter prior to the start of the meeting and each speaker will be permitted 3 minutes in which to address members.* Members are reminded of their obligations under the Code of Conduct.

**Prior to the start of the meeting representatives from Stonewood Homes will be in attendance to provide information and updates relating to the development at Bell Hill garage.**

	AGENDA ITEM
9192	<b>Apologies for Absence</b> To receive apologies for absence and consider reasons for non-attendance.
9193	<b>Declarations of Interest and Dispensations to Participate</b> To receive declarations of interest and dispensations to participate.
9194	<b>Minutes</b> a) To receive and confirm as a correct record the minutes of a Council Meeting held on <b>14<sup>th</sup> January 2026</b> (attached).  b) To consider any matters arising from the above meetings (if any).

9195	<p><b>Council Reports</b></p> <ul style="list-style-type: none"> <li>• The Chairman including a report on attendance at the recent SCRAPP meeting (Somerset Communities Raging Against Poor Planning) (information previously circulated)</li> <li>• Parish Clerk</li> <li>• County Councillors; Dawn Denton and Adam Boyden</li> <li>• Other Reports: <ul style="list-style-type: none"> <li>○ Palairet Hall</li> <li>○ Church Mead Committee</li> <li>○ Sustainable Norton St Philip</li> </ul> </li> </ul>
9196	<p><b>Planning Applications, Enforcements and Consultations</b></p> <p><b>2026/0081/VRC</b> - Farleigh House Church Farm Lane Farleigh Hungerford Bath -Application to vary condition 2 (The upgraded playing pitch hereby approved shall not be used for the purposes of rugby training outside the hours of 09:00-16:00 Monday to Friday (inclusive) and 09:00-11:00 on Saturdays. The upgraded playing pitch shall not be used for the purposes of rugby training on Sundays or Bank or other public holidays.) of planning approval 2010/1044 (Change of use from residential (C3) and office (B1) uses to a 'sui generis' mixed use as headquarters and training facilities for Bath Rugby Club. Engineering works to form a rugby pitch.) Proposed amendment to 'The upgraded playing pitch hereby approved shall not be used for the purposes of rugby training outside the hours of 08:30 - 16:00 Monday to Friday (inclusive) and 08:30 - 16:00 on Saturdays and Sundays or other public holidays'.</p> <p><b>2026/0082/VRC</b> - Farleigh House Church Farm Lane Farleigh Hungerford - Application to vary condition 2 (The upgraded playing pitch hereby approved shall not be used for the purposes of rugby training outside the hours of 09:00-16:00 Monday to Friday (inclusive) and 09:00-11:00 on Saturdays. The upgraded playing pitch shall not be used for the purposes of rugby training on Sundays or Bank or other public holidays) on planning application 2010/1044 (Change of use from residential (C3) and office (B1) uses to a 'sui generis' mixed use as headquarters and training facilities for Bath Rugby Club. Engineering works to form a rugby pitch.) Proposed amendment to 'The playing pitch hereby approved shall not be used for the purposes of rugby training outside the hours of 08:30-18:00 Monday to Friday (inclusive) and 08:30-16:00 on Saturdays and Sundays or other public holidays'.</p> <p><b>2026/0083/VRC</b> - Farleigh House Church Farm Lane Farleigh Hungerford - Application to vary condition 2 (The playing pitch hereby approved shall not be used for the purposes of rugby training outside the hours of 09:00 - 18:00, Monday to Friday (inclusive) and 09:00 - 13:00 on Saturdays and Sundays. The playing pitch shall not be used for the purposes of rugby training at any time on Bank or other public holidays on approved application 2010/1044 (Engineering work to improve the drainage and gradient of the site to create an artificial playing pitch including the creation of an emergency vehicular access track (amended description) Proposed amendment to 'The playing pitch hereby approved shall not be used for the purposes of rugby training outside the hours of 08:30-21:00, Monday to</p>

	<p>Thursday (inclusive): 08:30-18:00 Friday, and 08:30-16:00 on Saturdays and Sundays or other public holidays'.</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>)</p>																								
9197	<p><b>Financials</b></p> <ul style="list-style-type: none"> <li>a) Council payments - to approve payments due as listed:</li> <li>b) To receive the Bank Reconciliation Statement January 2026 (to follow on receipt of bank statements).</li> <li>c) Backdated Employee Pension Contributions – to note that £600.70 has been repaid to the Council through the January payroll; amount outstanding £1201.40 ; due to repaid in full by the March 2026 payroll.</li> <li>d) To agree funds to be transferred to the Public Sector Fund with CCLA (January minutes refer).</li> <li>e) To consider the upgrade of the Council’s financial management system to the Alpha accounting package (information and costs attached).</li> <li>f) To approve the process for the payment of invoices relating to the installation of the automatic doors at the Palairret Hall – Clerk to report.</li> </ul>																								
	<table border="1"> <tr> <td>N Duke</td> <td>Expenses January 2026</td> <td>£ 60.56</td> </tr> <tr> <td>N Duke</td> <td>Salary January 2026</td> <td>£ 1016.18</td> </tr> <tr> <td>Gooding Accounts</td> <td>Payroll fee December/Jan</td> <td>£ 40.00</td> </tr> <tr> <td>Devon and Somerset Pension</td> <td>Pension Fund January 2026</td> <td>£ 500.37</td> </tr> <tr> <td>HMRC</td> <td>PAYE/NI January 2026</td> <td>£ 291.37</td> </tr> <tr> <td>M L Cleaning</td> <td>Dog bins January 2026</td> <td>£ 280.00</td> </tr> <tr> <td>The Palairret Hall Charity</td> <td>Annual rent</td> <td>£ 10.00</td> </tr> <tr> <td>Cllr Hasell</td> <td>Stationery expenses</td> <td>£ 25.57</td> </tr> </table>	N Duke	Expenses January 2026	£ 60.56	N Duke	Salary January 2026	£ 1016.18	Gooding Accounts	Payroll fee December/Jan	£ 40.00	Devon and Somerset Pension	Pension Fund January 2026	£ 500.37	HMRC	PAYE/NI January 2026	£ 291.37	M L Cleaning	Dog bins January 2026	£ 280.00	The Palairret Hall Charity	Annual rent	£ 10.00	Cllr Hasell	Stationery expenses	£ 25.57
N Duke	Expenses January 2026	£ 60.56																							
N Duke	Salary January 2026	£ 1016.18																							
Gooding Accounts	Payroll fee December/Jan	£ 40.00																							
Devon and Somerset Pension	Pension Fund January 2026	£ 500.37																							
HMRC	PAYE/NI January 2026	£ 291.37																							
M L Cleaning	Dog bins January 2026	£ 280.00																							
The Palairret Hall Charity	Annual rent	£ 10.00																							
Cllr Hasell	Stationery expenses	£ 25.57																							
9198	<p><b>Neighbourhood Plan</b></p> <p>To receive any available updates.</p>																								
9199	<p><b>Traffic Action Group, Highways and Footpaths</b></p> <p>To receive any available updates on the work of the Traffic Action Group, including resident reporting on highways issues.</p>																								
9200	<p><b>Parish and Village Greens</b></p> <ul style="list-style-type: none"> <li>a) To receive and consider reports of recent vehicle damage to Church Green and Lyde Green (previously circulated)</li> </ul>																								

	<p>b) To consider previously circulated guidance relating to the uses of designated Village Greens and consider any actions which may be required (email from Cllr Hitchins previously circulated).</p>
9201	<p><b>Governance Documents</b>  To review the following documents:</p> <ul style="list-style-type: none"> <li>a) Financial Regulations</li> <li>b) Publication Scheme</li> </ul>
9202	<p><b>Correspondence</b></p> <ul style="list-style-type: none"> <li>a) Cllr Mike Rigby (SC) re: response to the PC's email concerning the Local Plan consultation and early engagement (previously circulated).</li> <li>b) Simon Trafford (SC) re: response to PC's letter concerning Planning Application 2025/1515/FUL Land West of 67 Fortescue Street, Norton St Philip (previously circulated).</li> </ul>
9203	<p><b>Parish News</b>  To agree any items for inclusion in the next edition of Parish News.</p>
9204	<p><b>Meeting schedule</b>  Wednesday 11<sup>th</sup> March 2026 – The Palaiet Hall, Norton St Philip</p>