NORTON ST PHILIP PARISH COUNCIL

www.nortonstphilipparishcouncil.co.uk
Clerk Nicola Duke, April Rise, 81 Studland Park, Westbury, Wiltshire, BA13 3HN, 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 11th November 2026** commencing at **7.00 pm** in the Palairet Hall, Norton St Philip for the transaction of the business shown on the agenda below.

Nicola J Duke - Parish Clerk
5th November 2026

Public Participation

The Chair 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.

	AGENDA ITEM
9298	**Apologies for Absence** To receive apologies for absence and consider reasons for non-attendance.
9299	**Declarations of Interest and Dispensations to Participate** To receive declarations of interest and dispensations to participate.
9300	**Minutes** **a)** To receive and confirm as a correct record the minutes of a Parish Council Meeting held on **14th October 2026** (attached). **b)** To consider any matters arising from the above meetings (if any).

9301	**Council Reports**
	• The Chair including:
	• Parish Clerk including:
	• County Councillors; Dawn Denton and Adam Boyden
	• Other Reports:
	  ○ Palairet Hall
	  ○ Church Mead Committee

<table>
<tr><td></td><td>
Sustainable Norton St Philip
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<tr><td>9302</td><td>
Planning Applications, Enforcements and Consultations
2026/2087/TCA - The Beeches 1 Fair Close Norton St Philip Frome Somerset - Works/Felling Trees in a CA – Notification only.

To receive and consider planning applications received after the issue of the agenda (where the response time falls outside of the meeting schedule and an extension cannot be obtained).

Beckington Parish Council Neighbourhood Plan – Regulation 14 Consultation (previously circulated) – To consider a consultation response (consultation runs from 4 November to 16 December 2026).
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<tr><td>9303</td><td>
Financials
<ol type="a">
Council payments - to approve payments due as listed below.
To receive the Bank Reconciliation Statements October 2026 (attached).
To receive and note the list of Council Reserves and Budget Report (attached).
To receive an update from the Clerk regarding the agreed transfer of funds to the CCLA Public Sector Deposit Fund (previous minutes refer).
To review the arrangements made with the Church Mead Committee for its contribution towards the purchase of a village mower – Clerk to report, October minutes refer.

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<tr><td>N Duke</td><td>Expenses November 2026</td><td>£ 51.21</td></tr>
<tr><td>N Duke</td><td>Salary October 2026</td><td>£ 1,331.55</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 2026</td><td>£ 382.98</td></tr>
<tr><td>HMRC</td><td>PAYE/NI October 2026</td><td>£ 370.47</td></tr>
<tr><td>ML Cleaning Solutions</td><td>CMC Dog bins</td><td>£ 280.00</td></tr>
<tr><td>Old School Room, FH</td><td>Hall hire</td><td>£ 20.00</td></tr>
<tr><td>Gallagher Insurance</td><td>Mower insurance</td><td>£ 22.89</td></tr>
<tr><td>AC Electrical Frome Ltd</td><td>Wiring of doors PH</td><td>£ 480.00</td></tr>
<tr><td>AC Electrical Frome Ltd</td><td>Wiring of defibrillator</td><td>£ 240.00</td></tr>
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<tr><td>9304</td><td>
Neighbourhood Plan
To receive any available updates.
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<tr><td>9305</td><td>
Somerset Council Local Plan
To receive any available updates or reports.
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9306	**Traffic Action Group, Highways and Parish Environment** To receive any available updates and reports, including: a) To consider the purchase of a new Speed Indicator Device for Bath Road and to consider the potential refurbishment of the Westcotech unit for Farleigh Hungerford (previous minutes refer). b) Update on the progress for the footpath route inside Castle Wall in Farleigh Hungerford – Clerk to report. c) To consider the condition of fingerposts in the village (email from resident attached). d) To consider the condition of the parish noticeboard on Bell Hill. e) To consider the response from SC following correspondence sent regarding atmospheric/noise pollution in the parish (previously circulated).
9307	**Parish Council IT and Social Media** (reports attached) a) To consider an IT upgrade to 'Flo Verified Mail' b) To consider a proposal to create a Facebook page for NSPPC.
9308	**Correspondence** None at time of issue.
9309	**Parish News** To agree any items for inclusion in the next edition of Parish News.
9310	**Meeting schedule** Wednesday 9th December 2026 – The Palairet Hall, Norton St Philip.
9311	**Confidential Information** In view of the confidential nature of the business to be transacted following Agenda Item 9312 members are asked to consider resolving that the press and public be excluded from this part of the meeting. *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.''* Reason for exclusion – Staffing matters Please note that, at this point, the Clerk will leave the meeting.
9312	**Staffing Matters** To receive and consider a report from the Staffing Committee (Cllrs Curwen and Lund to report).