

PILTON PARISH COUNCIL

SUMMONS

Public Notice is hereby given that a meeting of Pilton Parish Council Full Council, to which members are summoned to attend, will be held at Pilton Village Hall on **Wednesday 4 October 2023 at 7:00pm**.

The Chair will begin the formal business of the Council which is open to the public to attend.

Before the meeting there is an opportunity for Members of the Public to speak. [Supporting papers](#) will be available on Google Drive when available.

CONFIDENTIAL papers are only sent to elected members and are not available online. All documents are PDF (or equivalent) and can be downloaded to a suitable device.

Gill Pettitt

Parish Clerk

28 September 2023



PUBLIC QUESTION TIME

Members of the Public who would like to speak on any item are asked to email clerk@piltonparishcouncil.org and register their request. Public speaking time is normally restricted to 15 minutes in total (up to 3 minutes per speaker) at the discretion of the Chair. The Chair will call from those who have indicated that they would like to speak. Alternatively, written comments can be emailed and will be represented to the Council. As issues raised in public session may not relate to items on the agenda, no resolution for action can be taken.

AGENDA

104. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

Council to receive apologies for absence and, if appropriate, to resolve to approve the reasons given [LGA 1972 s85\(1\)](#).

105. DECLARATIONS OF INTEREST

Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the [Localism Act 2011 s33\(b-e\)](#).

(NB this does not preclude any later declarations).

106. DISPENSATIONS

To consider any written requests for dispensation the Clerk may have received from Councillors.

107. EXCLUSION OF THE PRESS AND PUBLIC

To agree any items to be dealt with after the Public and Press have been excluded from meeting within the requirements of the [Public Bodies \(Admission to Meetings\) Act \(as amended\) 1960](#)

- a. To approve item 119 to be excluded from Press and Public.

108. MINUTES OF PREVIOUS MEETING *See Annex 1*

- a. To confirm and sign minutes of the Pilton Parish Council meeting of 6 September 2023

109. CHAIRMAN'S ANNOUNCEMENTS

110. LOCAL AUTHORITY REPORTS *See Annex 2*

- a. Avon & Somerset Police
- b. Somerset County Council

111. WORKING GROUP / COMMITTEE REPORTS

- a. Burial Ground Working Group - *See Annex 3*
 - i. To consider and approve, (or not), a revised fee schedule for Pilton Burial Ground.
 - ii. To consider and approve, (or not), a scheme of costs to digitalise the Pilton Burial Ground records.
 - iii. To note the BGWG report.
- b. Parish Plan Steering Group - to note that SALC is funding a further group of councils to work with CSS SMART Communities, and that, as Pilton PC has already expressed interest, it is included in the scheme without need for a further application.
- c. Traffic Plan Working Group
- d. Flooding Working Group - *See Annex 4*

- i. To approve Flooding Working Group ToR revision: to add “To consider the need for, and produce, if approved, a Flood Plan for approval by the PPC. This Plan should as far as possible be based on best practice and consider the feasibility of resources necessary to be effective.”

112. PLANNING

- a. To consider Pilton PC response to the Somerset Council consultation on [Creating Places](#).
- b. To consider/note the planning applications below and any that arise before the meeting:

No. & Officer	Detail	Type
2023/1773 Documents () Anna Jotcham	Application for prior notification of proposed demolition of modern agricultural barns. Lower Westholme Farm Lower Westholme Road Pilton Response Date n/a Pilton PC Response n/a	DEM
2023/1766 Documents (16) Jane Thomas	Extension and alterations to front porch, two storey side extension, demolition of conservatory and new single storey rear extension. St Christophers Cumhill Lane Pilton Response Date 6 October 2023 Pilton PC Response 4 October 2023	HSE
2023/1734 Documents (7) Jane Thomas	Application for a existing lawful development certificate for Use of the land to site two mobile homes, each for independent residential use. Land At Friars Oven Barn Summerhill Lane West Compton Response Date n/a – contact case officer with any detailed queries Pilton PC Response n/a	CLE
2023/1660 Documents (11) Kirsty Black	Alterations & improvements to outbuilding to create home office / studio ancillary accommodation to main house Cumhill Cottage Cumhill Lane Pilton Response Date 4 October 2023 Pilton PC Response 4 October 2023	HSE

113. GLASTONBURY FESTIVAL FEEDBACK

- a. To consider council suggestions arising from the 2023 Glastonbury Festival ahead of October meeting with GFEL.
- b. To consider Environment Agency report. - **See Annex 5**

114. FINANCE - See Annex 6

- a. Receipts - To note receipts listed.

Date	Narrative	Total
29-Sep-23	EROB	200.00
29-Sep-23	E23 Inscription	30.00
29-Sep-23	F21 Interment	75.00

- b. Payments - To note payments listed; any further payments will be tabled.

Date	Narrative	VAT	Total
28-Sep-23	Salary Mth 6		61.99
28-Sep-23	Salary Mth 6		423.63

28-Sep-23	Quarter 2 HMRC		668.35
28-Sep-23	Hall Hire Aug / Sept 23	12.50	75.00
28-Sep-23	Burial Ground Maintenance		100.00

- c. Application for funding for West Pennard school bus escort.
- d. Budget Review Quarter 2 - To note and approve any revisions.
- e. To approve reconciliation to 30 September 2023
- 105. MEETING START TIME** - To consider bringing forward the start time of Full Council meetings from 7:00pm to 6:30pm.
- 115. PLAYINGFIELDS** - update on progress with insurance.
- 116. REMEMBRANCE DAY** - [See Annex 7](#)
 - a. Final arrangements: call for volunteers, and to approve (or not), purchase of a wreath.
 - b. To approve the Remembrance Day Wreath Laying Risk Assessment.
- 117. Deeds** - To note that the Deeds to the Burial Ground and Gabriels Orchard will be circulated shortly, and the Grazing Agreement and Bier House documents will be archived.
- 118. OCTOBER LITTER PICK** - to make any final arrangements.
- 119. DUTY TO CONSERVE BIODIVERSITY** - To consider implications for Pilton PC and actions arising. - [See Annex 8](#)
- 120. LCN OCTOBER MEETING** - To note that the next LCN meeting will be held 18 October at Ashwick and Oakhill Village Hall.
- 121. MATTERS OF REPORT**
 - a. Items for Roundabout October '23
- 122. CLOSED SESSION**
 - a. Staffing Committee
 - i. Consideration of and approval, (or not), of staff overtime.
 - ii. To receive quotes received for Payroll services.

NEXT MEETING: Full Council - 1 November 2023.