

MINUTES OF PILTON PARISH COUNCIL

FULL COUNCIL MEETING

held at Pilton Village Hall

Wednesday 7 January 2026

Present: Cllrs: R Noble, C Connock, N Hall, R Woodhouse, K Sumner (Chairman), T Moulder, L Roberts, O Powell, A Wynn

In Attendance: 11 members of the public present and Cllr Sully (Somerset Council)

PUBLIC QUESTION TIME

Residents made comments on planning application 2025/1953/FUL, Land at Mount Pleasant.

No questions

138. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

There were no apologies.

139. DECLARATIONS OF INTEREST

There were no declarations of interest.

140. DISPENSATIONS

- a. No dispensations requested.

141. MINUTES OF PREVIOUS MEETING

- a. **RESOLVED:** To confirm and sign the minutes of the Pilton Parish Council meeting of 3 December 2025. Approved with amendment to item 118 -No vote

142. EXTERNAL REPORTS

- a. Somerset Council - Cllr Sully - Noted

143. Local Government Boundary Commission - Consultation re-opened. Closing 14 January 2026

<https://www.lgbce.org.uk/all-reviews/somerset>

- a. The Parish Council resolved to submit a response to SUPPORT the proposals which includes Pilton in a division with Shepton Mallet West. Proposed Cllr Hall, 2nd Cllr Sumner. Approved.

144. CHAIRMAN'S ANNOUNCEMENTS

It was agreed that the date of the Litter pick will be February 28th, this will be publicised in the Roundabout. The old laptop will be returned on Sunday.

Concern was raised about Ash Trees: Cllr Sully confirmed that Somerset has budget to remove dangerous Ash Trees and would contact the tree team to inspect trees in the Parish.

The Chairman litter picked on 2nd December and notified Somerset to pickup waste bags. He has reported it several times since but has not been collected. Cllr Sully will follow this up.

145. PLANNING AND LICENCING

To consider the Planning Applications below and any that arise before the meeting.

- a) [2025/2276/HSE](#)- Proposed External Alterations and Improvements consisting of replacement doors, windows and rooflights, with the addition of 4no. rooflights and a set of French doors with side lights on the rear facing South Elevation.

RESOLVED: To SUPPORT the application.

Proposed: Cllr Powell, 2nd Cllr Moulder. Approved

- b) [2025/2261/CLE](#): The application seeks a lawful development certificate to establish a lawful commencement of development before the expiration of three years from the date of approval of application 2022/0654/FUL in accordance with Condition 1.

NOTIFICATION ONLY

07899970173

- c) [2025/1953/FUL](#): Demolition of existing coach house & construct a single storey dwelling.
RESOLVED: To OBJECT to 2025/1953/FUL due to;
Overdevelopment of the site- the development negatively impacts neighbours on all sides, and the footprint of the new dwelling is significantly larger than the structure being replaced.
The height of the proposed development overshadows adjacent properties.
The new dwelling would overlook neighbours causing loss of privacy.
The materials to be used increase the impact on the neighbours by using black timber cladding instead of natural stone.
The dwelling will be visible from the nearby public footpath, harming visual amenity.
Even though the development is small, the Parish Council are disappointed that there is not a Biodiversity net gain, despite addressing the loss of a habitat for bats.
Proposed: Cllr Hall, 2nd Cllr Powell: Approved.
- d) [2025/2192/TCA](#): 1 Silver Birch - Reduce overall canopy by approximately 2 meters. T2 - Plum - Reduce overall canopy by approximately 2 meters.
NOTIFICATION ONLY

146. FINANCE

- a. Cllr Woodhouse presented the draft budget 2026-27. Changes from the last draft included a 10% increase for the precept (8.56% net) to cover salary, insurance and increase in reserves.
Cllr Noble suggested that a further amendment should be made so that the Parish Council could tidy up the village and cut back overgrown trees and vegetation. A list would be created to identify priority issues to be discussed next meeting. The budget was altered to enable this.
RESOLVED: To accept the budget 2026/27 which allows for a 12.35% Gross, (10.82% Net) increase to the precept.
Proposed: Cllr Woodhouse, 2nd Cllr Powell. Approved
- b. RESOLVED: To set the precept request for 2026/2027 at £36500 and increase of £6.88 per year per Band D property
Proposed: Cllr Woodhouse, 2nd Cllr Powell. Approved
- c. RESOLVED: To note payments & receipts listed. Deferred to 21st January.

147. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED: To exclude members of the press and public from items 148.

148. APPOINTMENT OF CLERK

- a. RESOLVED: To approve the clerks salary rate (SCP26).
Proposed Cllr Woodhouse, 2nd Cllr Powell, Approved

149. MATTERS OF REPORT

- a. It was noted that the abandoned car by the playing fields is fully taxed and so cannot be forcibly moved.
b. Concern was raised about inconsiderate parking on Top Street.
c. The ICCM confirmed that stones removed from newly opened graves in the Cemetery and disposed of as the council sees fit and are not classed as contaminated.
d. Cllr Noble was asked to book the bugler for Remembrance Day as soon as possible.

NEXT MEETINGS: Council Meeting -21 January 2026, 18th February 2026, 18th March 2026
The meeting closed at 8.06pm

Shepton Mallet Community Transport Initiative

The Neighbourhood Working Group has identified a need for better transport options that improve access to services (including health) and reducing isolation locally. This is especially important for accessing education and key services for vulnerable groups like the elderly with mobility and dementia needs.

Work has started in collaboration with partners to explore and decide the best organisational set up for a local transport initiative.

Constituting your group

Funders and supporters will require a type of formal constitution. A statement of your purpose and how the organisation will operate. It shows you have democratic processes in place, are transparent and accountable. The group will need to have named officers in positions of responsibility i.e chair, treasurer and secretary. Any group will need a set of appropriate policies and adequate insurance cover.

Here is an example of the simplest structures for consideration. We would suggest weighing up the pro's and cons of any structure before making a choice. Consider the group purpose and what is the best fit for what you are looking to achieve.

Unincorporated Community Group

Very simple to set up. Informal and based on an agreement between a group of individuals.

- Simple to set up
- Suggest assigned roles ie chair, treasurer and secretary
- Financial liability for individuals on the committee for any debts incurred
- Difficult to attract grant funding

Incorporated Community Group

A simple model to adopt but has some limitations.

- Easy to set up.
- Requires a committee to take responsibility with identified roles as a minimum (chair, treasurer and secretary)
- Is a legal entity, separate from individuals. Reduced liability
- Tricky to attract grant funding
- Require a governing document/constitution.
- Requires policies, insurance cover and a community/business bank account with two non-related signatories
- Will need to register with Companies House if income exceed £5,000

Community Interest Company (social enterprise)

Is a charitable business model operating by trading/selling services or goods for community benefit. The governing body is a board of directors. You can be a board member and work within the business.

- Fairly easy to set up

- If the CIC is set up 'Ltd by guarantee' it provides protection for financial liability for the directors. As long as they operate legally
- Requires a board ideally with 3 non-related directors
- Board members assigned identified roles (chair, treasurer and secretary)
- Grant received are protected if the business folds via an 'asset lock' set out in the articles of association
- Apply for CIC status. Requires registration (set-up fee) with the Companies House and CIC regulator
- Applying for grants – can apply, if meets individual grant criteria for SE/CIC's

The NCVO have a good website with lots of information for the charity/community sector. These pages are helpful when setting up and choosing a legal structure.

<https://www.ncvo.org.uk/help-and-guidance/setting-up/deciding-to-set-up-a-new-charitable-organisation/>

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If the transport group chooses a not-for-profit legal structure (a couple of options indicated above) then Spark, Somerset can provide further support and guidance. Help with setting up, governance, policies and exploring funding options in the future.



Shepton Local Community Network

Shepton Community Cars Scheme

Tuesday, 14 October 2025

Council Chamber, Council Offices, Shepton Mallet

Present:

Martin Lovell – Somerset Council, Shepton Mallet Town Council (SMTC)

Nick Hall – Pilton PC

Alison Brady – Coleford PC, Mendip Country Practice

Tony Hargraves – Croscombe PC

Chris Jackson - Croscombe PC

Susan Ehmann – Evercreech PC, Doultong PC, Bus Partnership Rep

Laura Miller – Community Development Officer, SMTC; Connect Somerset

Vicki Wickman – Mendip Country Practice

Karen Leafe – Spark Somerset

Michael Leech – Thrive

Mandy Carey – Health Connections

Morag Stuart – Co-ordinator at Frome Community Drivers

Nataliya Wills – LCN Link Officer

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Useful sites:

- [Car Schemes](#) – information on our Somerset Council website about existing schemes and how to set them up
- [Community Transport Association](#)
- [Road XS Transport Software](#)

1. Welcome and Introductions

- Attendees introduced themselves, highlighting involvement with local councils, Health Connections, and community transport initiatives.
- Morag introduced the [Frome Community Drivers](#) scheme and demonstrated the Road XS software use in practice.

2. Main Themes and Discussion Points

a. Transport Challenges

- Significant barriers exist for vulnerable people and young people in accessing appointments and activities due to limited transport options.
- Local bus cuts and relocation of medical practices have exacerbated access issues.

b. Community Car Schemes: Structure and Funding

- Frome Community Drivers scheme evolved from a charity model at Active and In Touch to a Community Interest Company (CIC) to ensure sustainability.
- Funding is primarily self-generated through journey fees (e.g., £6 admin fee plus mileage), with some external support from organisations and local trusts.
- The importance of maintaining a minimum number of journeys per month (e.g., 200) for financial viability was emphasised.

c. Volunteer Recruitment and Management

- Recruiting and retaining volunteer drivers is the biggest challenge.
- Volunteers are reimbursed for mileage (e.g., 55p per mile) and must be DBS checked.
- Volunteer fatigue and the need for a supportive community were discussed.

d. Booking and Payment Systems

- Transition from manual spreadsheets to specialised booking software (e.g., Road XS) improves efficiency.
- Software costs are significant; sharing licenses across schemes was suggested.
- Payment for the journeys is mostly cash, but there is a need to explore digital payment solutions due to declining cash usage.

e. Collaboration and Expansion

- Various existing schemes were discussed – potential for merging schemes or sharing resources to improve efficiency and coverage.
- Coordination with town and parish councils and Somerset Council for support, resources, and compliance.
- Awareness campaigns and presentations to local groups are key for volunteer recruitment, such as the WI, Rotary, Lions Club, Patient Participation Groups.

f. Operational Issues

- Flexibility in journey distance and timing depends on volunteer availability.
- Parking and additional costs (e.g., congestion charges) are typically covered by passengers.
- Management committees are needed to oversee operations and compliance.

g. Legal and Structural Considerations

- Options for legal structure include CICs or incorporated community groups, each with different implications for funding and regulation.
- CICs require registration, accounting, and a board of directors, but offer flexibility and access to some grants.

3. Actions and Recommendations

- **Recruit More Volunteer Drivers**
 - Target local organisations and community groups for recruitment.
 - Use presentations and awareness campaigns to reach potential volunteers.
- **Establish or Strengthen Management Group**
 - Form a management committee to oversee operations and compliance.
 - Seek support from local councils for financial oversight.
- **Optimise Booking and Payment Systems**
 - Continue using or expand access to booking software.
 - Explore digital payment solutions to reduce reliance on cash.
- **Engage with Local Authorities and Partners**
 - Maintain strong relationships with Somerset County Council and other stakeholders for funding and resources.
 - Leverage available toolkits and support.
- **Promote the Scheme**
 - Increase awareness among residents, GPs, and community organisations.
 - Distribute flyers and information in medical practices, libraries, and community spaces.
- **Plan for Sustainability**
 - Monitor volunteer numbers and journey volumes.
 - Seek additional funding or grants as needed (e.g., National Lottery “Awards for All”).
- **Clarify Legal Structure**
 - Decide on the most suitable legal structure (CIC or community group).
 - Ensure compliance with relevant regulations and reporting requirements.

Next Steps

- ✓ Schedule a follow-up meeting to discuss management group formation and volunteer recruitment – 30 October 2025, changed to 07 November 2025.
- Continue outreach to local organisations and authorities.
- Review and share information on legal structures and funding opportunities.

Good morning Nick,

I oversaw the Environment Agency (EA) work at Glastonbury festival as one of the dedicated Officers in 2025 so will be able to help you with this enquiry.

As in previous years the EA had the following in place:

- 24/7 dedicated Officer cover for the setting up, duration and decommissioning of the festival
- The EA Officers worked as the point of contact for the Glastonbury festival Environmental Team
- Water quality sondes were in the river measuring WQ parameters to indicate if a pollution event was occurring with real time data and automatic notification to the EA at over 3mg/l Ammonia and less than 30% oxygen
- Sluices up and down stream of the site were in place and closable in the event of an incident
- Regular water sampling took place throughout the duration

New additions in 2025

- 2 x Tankers of 20m³ water were in place to provide dilution into the watercourse should this be needed during an incident
- 3 x Aerators were in place to increase oxygen levels should it be needed

It seems a distant memory now, but it was extremely hot and dry weather. The state of the water course at the time was of low flow with low water levels. This resembled a stream more than a river as it could easily be forded / stepped over in multiple places with wellies on.

There were no pollution incidents originating from the festival however the telemetry detected a raised Ammonia level on 27th June which was investigated by the Glastonbury onsite team. This transpired to be an upstream sewage treatment plant owned by a farm which I advised over the phone to stop discharging by immediate tankering away of the contents of the tank and full servicing before reconnection with the discharge. This advice was followed stopping the Ammonia spike on the telemetry. During the incident, no harm to fish (if present in the small amount of water) was observed. The onsite aeration in the downstream water course and one of the dilution tankers was used to mitigate the effects.

I hope this meets the requirement of your report, however if you have any further questions please don't hesitate to contact me.

Kind regards,

Oliver

Oliver Hill

Senior Environment Officer – EM Incidents - Wessex

Environment Agency | Rivers House | East Quay | Bridgwater | TA6 4YS

Payments

January 21st

Voucher	Code	Date	Ref	Description	Supplier	VAT Type	Net	VAT	Total
78	Staff Costs	07/01/2026	Month 9	Gill Perrett (Final)	Pilton Parish Council	X	£352.80		£352.80
79	Office Costs	07/01/2026	inv-14730	Scribe	Starboard Systems Ltd t/a	S	£31.00	£6.20	£37.20
80	Working from Home allowance	07/01/2026	Month 9	Gill Perrett (Final)	Pilton Parish Council	X	£16.00		£16.00
81	Working from Home allowance	07/01/2026	Month 9	H Richardson	Pilton Parish Council	X	£26.00		£26.00
	Staff Costs	07/01/2026	Month 9	Burial Groundsman	Pilton Parish Council	X	£0.00		£0
82	Staff Costs	07/01/2026	Month 9	H Richardson	Pilton Parish Council	X	£673.41		£673.41
83	Staff Costs	07/01/2026	Month 7- 9	P32 HMRC (3month)	Pilton Parish Council	X	£1,040.78		£1,040.78
84	Training	21/01/2026	inv-2584	Training	SALC	X	£25.00		£25.00
85	Meeting Costs	21/01/2026	inv-1243	Room Hire	Pilton Stage	X	£110.00		£110.00
86	Staff Costs	21/01/2026	Month 10	H Richardson	Pilton Parish Council	X	£552.92		£552.92
87	Working from Home allowance	21/01/2026	Month 10	H Richardson	Pilton Parish Council	x	£26.00		£26.00
Total							£2,853.91	£6.20	£2,860.11