

## PILTON PARISH COUNCIL

### SUMMONS

Public Notice is hereby given of the Annual Meeting of Pilton Parish Council Full Council, to which members are summoned to attend, will be held at Pilton Village Hall on **Wednesday 20 May at 7pm.**

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.

Helen Richardson - Parish Clerk 14<sup>th</sup> May 2026

### AGENDA

#### PUBLIC QUESTION TIME

Members of the Public who would like to speak on any item are asked to email [clerk@piltonparishcouncil.org](mailto: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. No resolution for action can be taken if items are not within the agenda.

#### 1. ELECTION OF CHAIR AND VICE CHAIR 2026-27

- a. To elect Pilton Parish Council Chair
- b. To elect Pilton Parish Council Vice Chair

#### 2. DECLARATION OF ACCEPTANCE OF OFFICE

- a. The elected Chair and Vice Chair to sign the Declaration of Acceptance of Office

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

#### 4. 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).

#### 5. DISPENSATIONS

- a. To consider any written Councillor requests for dispensation the Clerk may have received.
- b. To renew the dispensation for all Councillors to participate in the disbursement of the GFEL donation from the interest being in association with or neighbour of Worthy Farm or GFEL.

#### 6. MINUTES OF PREVIOUS MEETING **Annex 1**

- a. To confirm and sign minutes of the Pilton Parish Council meetings of 15<sup>th</sup> April 2026.

#### 7. EXTERNAL REPORTS **Annex 2**

- a. Somerset Council

#### 8. CHAIRMAN'S ANNOUNCEMENTS

#### 9. PLANNING

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

Arrival date	No. & Officer	Detail	Type
5 <sup>th</sup> May 2026	2026/0705/FUL <a href="#">17 documents</a> Lorna Elstob	<a href="#">Gypsy / Traveller pitch and associated works including septic tank and hardstanding</a> Land At 359862 143210 Knowle Lane Shepton Mallet Somerset Response Date: 26 <sup>th</sup> May Pilton PC response:..... 20th May	FUL

30 <sup>th</sup> April 2026	2026/0795/LBC <a href="#">10 documents</a> Lorna Elstob	<a href="#">Replacement single storey lean-to</a> Hazeldene House, Pylle Road, Pilton. Response Date: 21 <sup>st</sup> May Pilton PC response:..... 20th May	LBC
30 <sup>th</sup> April 2026	2026/0794/HSE <a href="#">10 documents</a> Lorna Elstob	<a href="#">Replacement single storey lean-to</a> Hazeldene House, Pylle Road, Pilton. Response Date: 21 <sup>st</sup> May Pilton PC response:..... 20th May	HSE
30 <sup>th</sup> April 2026	2026/0760/HSE <a href="#">12 documents</a> Charlie Morgan	<a href="#">Erection of single storey rear extension and replacement of porch with associated landscaping</a> Tanyard Farm, Tanyard Lane, Pilton. Response Date:21 <sup>st</sup> May Pilton PC response: .....20 <sup>th</sup> May	HSE

**10. TO RECEIVE REPORTS FROM WORKING GROUPS AND RESOLVE ANY ACTIONS ARISING**

- a. Affordable Housing Triad
- b. Biodiversity Triad
- c. Burial Ground Triad
- d. Flooding Triad
- e. Footpaths Working Group
  - i. Route of Footpath SM16.34 (Pylle Road to Mount Pleasant).
- f. Highways Triad
- g. Health & Wellness Triad
- h. LCN

**11. To approve (or not) the creation of Triad/Working Group**

- a. Neat Lane Pavement
- b. Shepton housing Working Group

**12. Appointments to Working Groups / Triads / Somerset Council See Annex 3**

- a. Affordable Housing Triad
- b. Biodiversity Triad
- c. Burial Ground Triad
- d. Flooding Triad
- e. ASBOs / Footpath Working Group
- f. Highways Triad
- g. Health & Wellness Triad
- h. Staffing Triad
- i. Finance Triad
- j. Local Community Network

**13. Appointments to external bodies See Annex 3**

- a. Pilton Playing Fields - three members to be appointed
- b. Gabriel's Orchard - appointment of Managing Trustee representative

**14. Review of Asset Register 26/27 See Annex 4**

- a. To approve the Asset Register 26/27.

**15. Review of Council and Staff subscriptions to outside bodies including:**

- a. Somerset Association of Local Councils See Annex 5
- b. Society of Local Council Clerks
- c. Parish Online
- d. ICO (Information Commissioners Office)
- e. ICCM (Institute of Cemetery and Cremation Management)

**16. REVIEW / ADOPTION OF POLICIES** See Annex 6

	POLICY	Amendments suggested Y/N
a	Standing Orders	N
b	Financial Regulations	N
c	Financial Risk Assessment	N
d	Code of Conduct	N
e	Complaints Procedure	N
f	Freedom of Information and Data Protection Policies	N
g	Press and Social Media Policy	N
h	Publication Scheme	N
i	Grant Policy	N
j	Employment Policies	N
k	Biodiversity Conservation Policy	N
l	IT policy	N

**17. MEETING DATES** - to agree the dates of the Parish Council meetings for the coming year See Annex 7

**18. TRAINLINK**

To receive an update.

**19. FINANCE** See Annex 8

- a. To approve the end of year balance summary and bank reconciliation 31 March '26
- b. Approval of bank signatories
- c. Appointment of Internal Review Officer
- d. To approve regular payments to salary, hall hire, Scribe, and any others
- e. To approve payments listed; any further invoices to be tabled

**20. To receive the CLERKS Report**

**21. MATTERS OF REPORT**

**22. ITEMS FOR NEXT MEETING on Wednesday 17<sup>th</sup> June:**

**Highways:** To request a speed limit on Higher Westholme Road,

To request signage on the four main entry points to Pilton, to restrict access for large vehicles.

**Remembrance:** To discuss preparations for this year's Remembrance.