

# MINUTES OF PILTON PARISH COUNCIL

## FULL COUNCIL MEETING held at Pilton Village Hall Wednesday 15<sup>th</sup> April 2026

**Present:** Cllrs: R Noble, C Connock, N Hall, R Woodhouse, K Sumner (Chairman), T Moulder, L Roberts, A Wynn  
**In Attendance:** 5 members of the public present and Cllr C Sully (Somerset) and Mrs H Richardson (Clerk)

### PUBLIC QUESTION TIME : None

201. **APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN:** O Powell,

202. **DECLARATIONS OF INTEREST:** None

203. **DISPENSATIONS:** None

### 204. MINUTES OF PREVIOUS MEETING

**RESOLVED:** To confirm and sign the minutes of the Pilton Parish Council meeting of 18<sup>th</sup> March 2026.

Proposed: Cllr Moulder, 2<sup>nd</sup> Cllr Woodhouse. Approved

### 205. EXTERNAL REPORTS

a. Somerset Council -Written Annual report circulated.

Cllr Sully also reported that Citizens Advice, in partnership with Somerset Council, is offering support for residents facing financial hardship and she has published a summary of help which is available. Cllr Sully will publish and the Parish Council would put a link from their website.

She shared details of a consultation on changes due to the Planning Infrastructure Act 2025, which will impact the regulations in which committee referrals are dealt with. It is proposed that the option of referring smaller developments to committee will be removed. The Parish Council are not being consulted at this time, but Claire Sully advised the Parish Council to contact Tessa Munt MP to register their concern prior to the 23<sup>rd</sup> April.

Cllr Sully reported that she was hoping for a positive outcome following the recent incident of Flytipping mainly due to the exceptionally quick response from residents. She encouraged residents to continue to be vigilant and report immediately, take registrations and photos if it is safe to do so.

Residents should also be reminded of their responsibility, when disposing of waste, to ensure that the company they are using are properly licensed and confirm where the waste is being taken. Commercial waste should also be disposed of by a licensed company and the customer should be provided with a paper trail to prove where the waste ends up.

### 206. CHAIRMAN'S ANNOUCEMENTS

- The Chairman reminded Councillors that they need to watch the videos on Data Protection and Freedom of Information as listed in the Clerks report, in order to be compliant with assertion 10.
- He reported that he would not be standing for Chair at the Annual meeting of the Parish council next month, although he would be continuing as a council member. He thanked the Parish council for their support during his time as Chairman.

### 207. PLANNING & LICENCING

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

[2026/0514/NMA](#): Land At 362428 141396 East Compton Road, East Compton. Application for a non-material amendment to permission 2024/1977/FUL (Construction of purpose-built veterinary practice with associated works including car-parking, cycle parking, landscaping & refuse storage). Notification Only.

[2026/0570/TCA](#): Orchard Cottage, Weir Lane, Pilton. T1 - Holm Oak - Fell to ground level to allow more light into the garden & create space for surrounding Walnut and Birch trees. Notification Only

[2026/0546/HSE](#): Whitelake Lodge, Lower Street, Pilton. The erection of a single storey, flat roof rear extension and the addition of 2no new roof lights in the rear slope of existing main roof.

Cllr Noble commented that the development is at the back of the bungalow facing North, it's not too big with roof lights to provide natural lights so he could see no issues with the proposals. There are no comments from Neighbours.

**RESOLVED:** To SUPPORT to the application

Proposed: Cllr Noble, 2<sup>nd</sup> Cllr Connock. Approved.

**208. NOISE DISTURBANCE FROM THE SHOOTING GROUND**

Concerns were raised about planning breaches and noise disturbance from the Shooting Ground recently and it was reported that the Shooting Ground were not honouring the agreement to give the Parish Council notice of competitions and should be just 28 days out of the year. There was an established code of practice agreed at the time with Mendip Council Noise enforcement team, and this was not being met.

It was agreed that Cllr Nick Hall would keep a diary of noise coming from the Shooting Ground and the Clerk would contact East Pennard Parish Council, to establish whether they had had any communication with the Shooting Ground, or Somerset Council.

It was noted that their website reports scheduled events for the Friday 24<sup>th</sup> April, Friday 8<sup>th</sup> May, Wednesday 20<sup>th</sup> May (9.30am - 4pm), 29<sup>th</sup> May.

**209. COMMUNITY CAR SCHEME**

A report was distributed to Councillors to provide an update on preliminary discussions on the proposal to establish a Community Car Scheme in Pilton, Shepton Area or to join an established scheme the Mid Somerset Car Partnership. The stated aims are to support residents who live in more rural areas (with limited public transport) to access medical appointments, shopping and social activities. The scheme will be more affordable (than a taxi) for low income families and will offer door to door service to support individuals who find public transport challenging. There is potentially grant funding from Somerset Community Foundation (SCF). There is no immediate action for the Parish Council and it is not expected to lead the project but may be asked to support a group of residents keen to push the scheme forward.

**210. BLOCKED DRAINS**

The Parish Council commissioned a contractor to clear around 80 blocked drains, but more are being reported, so the Parish council will continue to report drains which are blocked and if Somerset do not take action the Parish Council will consider using the contractor again.

Cllr Sully will ask Somerset how the £5 million provided for Highways will be distributed.

Cllr Sumner reported that issues at Shutwell Lane, Foxes Bottom and opposite Elm Farm are on Somerset Schedule of works.

**211. HIGHWAYS - The narrowing of Barrow Lane**

It was reported that Barrow Lane was narrowing by up to 18 inches from the Methodist Chapel to the Ford on the right hand side. This appears to be due to debris and soil encroaching onto the road. It needs to be dug back to reveal the full width of the road.

It was agreed that a contractor would be asked for a quote.

Cllr Connock asked for a progress report on the proposed new pavement at Neat Lane and it was reported that Somerset had confirmed that they own the land, and approval needs to be formally given by Somerset by completing an application form. The process is outlined in an email from Somerset regarding the Enhanced Highways Scheme and it appears that the permission needs to be obtained via the LCN. This needs clarification and the application may need to go direct to Jeremy Fry at Somerset. Steve Russell-Yarde reported that once the process is established, Glastonbury Festival will install the pavement and when built the pavement needs to be adopted by highways. It was agreed to set up a working group at the next meeting to work through the process.

**212. TO RECEIVE REPORTS FROM WORKING GROUPS/TRIADS AND RESOLVE ANY ACTIONS ARISING**

- a. Affordable Housing Triad - No report
- b. Biodiversity Triad- No report
- c. Burial Ground Triad- Brambles need cutting back.

The triad are proposing to create a feature to house watering cans at the top of the burial ground.

It was agreed to order 2 tonnes of Topsoil - Cllr Woodhouse to order and be reimbursed.

- d. Flooding Triad - No report
- e. Footpath Working Group- It was reported that the Ramblers have replaced 7 kissing gates in West Compton, by the Ramblers.
- f. Highways Triad - It was reported that the Wear Lane Footpath needs cutting back and would be referred to the ASBO's
- g. Health & Wellness Triad - Cllr Hall still needs to contact Somerset regarding the potential Grant
- h. LCN update - The next LCN Meeting is on the 27<sup>th</sup> April.

**213. FINANCE**

RESOLVED: To note payments & receipts listed.

Proposed: Cllr Woodhouse, 2<sup>nd</sup> Cllr Roberts. Approved

**214. CLERKS REPORT-** The report was circulated

**215. EXCLUSION OF THE PRESS AND PUBLIC**

It was agreed that item 216 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](#)

**216. WASTE CONTRACT AT BURIAL GROUND**

The quotes were reviewed for the Waste Contract and a Contractor was approved.

**217. MATTERS OF REPORT**

Notices for Roundabout: Flytipping

NEXT MEETINGS: Parish Council Meeting 20<sup>th</sup> May 2026 at 7pm.

The meeting closed at 8.31pm

# Monthly Somerset Councillor Report

## – Mendip South, Cllr Claire Sully

### May 2026

#### **Planning Application Extensions — Parish Councils Have the Right to Request More Time**

Following concerns raised with me by Parish Clerks in my division, I contacted planning to clarify the position on extension requests. Parish Clerks had been told that extensions to consultation periods were not possible when requested to align with the timing of a Parish Full Council meeting. This was incorrect. Upon request, I can confirm that planning officers can agree to extensions to allow Parish Councils the opportunity to discuss applications at their Full Council meetings. If you are experiencing difficulties with this, please get in touch.

#### **Planning Committee Reform — Pilton Parish Council Raises Concerns**

The Government is consulting on significant reforms to planning committees under the Planning and Infrastructure Act 2025. The draft regulations propose a national scheme of delegation that would determine which planning applications must be decided by officers and which may be referred to a committee — with tighter Gateway Tests controlling the latter.

After I highlighted this consultation, Pilton Parish Council wrote to me, and their MP, expressing serious concerns. They warned that the proposed reforms risk “undermining an important element of local democratic accountability” — particularly the ability of parish councils to ensure that significant or contentious applications are considered by elected members. They noted that rural and smaller communities, where parish councils are often the primary democratic voice, will be disproportionately affected, and that public confidence in the planning system may be eroded if contentious applications are determined without visible, accountable decision-making. Pilton Parish Council called on Tessa Munt MP to advocate for a clear and proportionate mechanism by which parish councils can request that applications of significant local concern go to committee.

If you also want to raise your voice on behalf of your communities, contact your local MP and raise concerns about the Planning and Infrastructure Act 2025 and the impact on planning committees.

#### **The Strawberry Line, the Somerset Circle, and a Conference of Trees**

Have you ever wondered why the Strawberry Line appears in fragments across Mid-Somerset — stops and starts, interrupted by busy roads? The answer is a history lesson and a story of remarkable persistence spanning decades. The Strawberry Line takes its name from the old Cheddar Valley railway line, which once carried passengers and strawberries from Somerset’s farms to markets across the country until its closure in the late 1960s. Today, that same route is being brought back to life as a greenway for walkers, cyclists, wheelchair users, and equestrians.

In April, I joined local people and dignitaries at Collett Park in Shepton Mallet and at Wells Cathedral for the Somerset Circle Discovery Ride — a two-day, 150km ride organised to highlight both the progress and the challenges of completing the Somerset Circle. The Circle is an 88-mile, mostly traffic-free circuit linking Bristol, Bath, the Mendip Hills, the Somerset Levels and the coast. Over two thirds is already complete, with the Strawberry Line playing a vital role in closing the remaining gaps. Somerset Council has recently provided a grant of £730,000 for missing links in the walking and cycling network to the Strawberry Line and the wider Somerset Circle project.

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## – Mendip South, Cllr Claire Sully

### May 2026

Useful links: [greenwaysandcycleroutes.org](https://greenwaysandcycleroutes.org) | [thestraberryline.org.uk/join](https://thestraberryline.org.uk/join)

Read my full article here: [A people's path, in pieces, while determined as a train on the track to be a Somerset Circle](#)

And it is fitting that the Somerset Conference of Trees is being held on 12 June in Hornblotton — the village I grew up in, where my Dad lived until he died in 2016, and which sits within my Mendip South division. My Dad worked as a supervisor on one of the Youth Training Schemes, teaching young people about forestry maintenance, and he believed deeply in what those schemes offered. He used to say that after he passed, he would be under the trees. If he were alive today, I know I would have taken him. I am proud to be the Councillor for Mendip South — a division that is my memory lane, written into the landscape I have loved all my life. [Book your place here.](#)

Full article here: [Under the trees](#)

#### **Fly Tipping Update — Pilton**

Following the fly tipping incident in Pilton on 1 April, I have met with the Envirocrime team who are actively working on the case. I am pleased to report there are positive lines of enquiry — which would not have existed without the swift and determined actions of local residents working together. The site was cleaned up within 48 hours, and the team has a strong track record of successful prosecutions.

An important point for all residents: under the Environmental Protection Act 1990, anyone who arranges for a third party to collect their waste has a legal Duty of Care to ensure it is handled legally. If that waste is then fly tipped, the originator — not just the person who dumped it — can face prosecution. Always check your waste collector holds the relevant licence, and always obtain a Waste Transfer Note as your evidence. A further update is expected in approximately six weeks. Full article: [clairesully.com/fly-tipping-incident-update-pilton](https://clairesully.com/fly-tipping-incident-update-pilton)

#### **Cost of Living and Energy Crisis — Help Available Now**

Somerset Council has received £22.6 million from the Government over three years to support residents facing financial hardship, with Citizens Advice Somerset appointed to lead delivery. If you are struggling, help is available — don't wait to reach out.

**Heating Oil Help** — If you can't afford to top up your heating oil, you may qualify for urgent help if oil is your main heating source, you have under 300 litres left, and you're on Universal Credit, Pension Credit, or can show you can't afford a delivery. [Apply here](#) or call 0808 278 7842.

**Crisis Help** — Facing a sudden financial shock? Support is available for Somerset residents on means-tested benefits or low incomes who can't cover essentials like food or energy. [Apply here.](#)

Other support includes: [Food Pantries](#) | [Council Tax Reduction](#) | [Full cost of living support](#)

# Monthly Somerset Councillor Report

## – Mendip South, Cllr Claire Sully

### May 2026

#### **Safety Works Begin on Frome Bypass After Five Deaths in Five Years**

Somerset Council is introducing new safety measures on the A361 Frome Bypass, which has seen five fatalities in the past five years, four of these between 2023 and 2024. Work starting from 11 May includes resurfacing, a reduced speed limit of 50mph, and central road hatching, carried out over three nights with a full overnight road closure. AI cameras installed in autumn 2024 recorded over 4,500 offences in their first four months, including 74 drivers exceeding 80mph. The works follow extensive campaigning by residents, local councillors including Lib Dem councillor Adam Boyden, and Lib Dem MP Anna Sabine.

#### **£4 Million Roundabout to Replace Dangerous Junction Near Wells**

A notorious collision spot near Wells is to be transformed into a roundabout this summer. The Whitnell Corner junction on the B3139/B3135 near West Horrington has seen 67 collisions over 20 years, including one fatality. Work on the £4 million Government-funded scheme will begin in mid-June, with the road closed 24/7 throughout and completion expected in the autumn.

#### **Somerset Leisure Centres Kept Open After Operator Collapse**

Somerset Council has moved swiftly to keep gyms, pools and leisure centres in Frome, Wells, Glastonbury and Street open after operator Fusion Lifestyle went into administration. The Council has agreed funding for three months to ensure time to appoint a new operator. The Shepton Mallet Lido has opened as expected on 1st May. Members are encouraged to keep using the facilities and maintain their memberships as usual.

#### **New Bus Service to Connect Glastonbury and Street with Train Network**

Somerset Council is launching a new bus service in June linking Glastonbury and Street with Castle Cary railway station. The 667X will run seven days a week, including Sundays, with connections timed to meet trains to London, Exeter, Plymouth, Salisbury, Weymouth and Gloucester. A similar link from Somerton and Langport is also being planned. I am disappointed that Pilton is not included in this route along with the Glastonbury TrainLink proposal. I will continue to advocate for Pilton and other villages in the Mendip South division to be included in this new and future services.

#### **Have Your Say on Somerset's SEND Reform Plan**

Children and young people with Special Educational Needs and Disabilities across Somerset are being urged to share their views as part of a [consultation on the Government's SEND Reform Plan](#). Somerset Council must submit its local SEND Reform Plan by 19 June. Young people with SEND can take part via the [SEND Reform Plan Survey](#), with responses needed by Friday 15 May 2026.

# Monthly Somerset Councillor Report

## – Mendip South, Cllr Claire Sully

### May 2026

#### **Nominations Open for Celebrating Care and Achievement 2026**

Somerset Council is inviting nominations for its Celebrating Care and Achievement event on Thursday 30 July 2026, expanded so all care-experienced children and young people across the county can attend. Nominations close Friday 29 May 2026.

Nominate a child/young person: [forms.cloud.microsoft/e/pRs2ZVuGWC](https://forms.cloud.microsoft/e/pRs2ZVuGWC) | Nominate an adult: [forms.cloud.microsoft/e/wjZGyQR0uC](https://forms.cloud.microsoft/e/wjZGyQR0uC)

#### **Somerset’s Public Health Chief Urges Residents to Get Free Heart Check**

Somerset’s Director of Public Health, Alison Bell, is encouraging eligible residents to book a free NHS Health Check after having one herself. The checks, available to those aged 40–74 with no pre-existing heart conditions, assess cardiovascular health and risk of conditions such as heart disease, diabetes and stroke. Appointments are available across the county including Chard, Frome, Glastonbury, Wellington, Minehead, Shepton Mallet, Taunton, Street, Wells and Wincanton. [Book your appointment here.](#)

#### **New Tobacco Law Prompts Call for Somerset Smokers to Quit**

The Tobacco and Vapes Act 2026 has received Royal Assent, introducing a generational ban on tobacco sales to anyone born on or after 1 January 2009, along with restrictions on vape advertising and a retail licensing scheme. Somerset’s public health leaders are urging the county’s 60,000 smokers to quit, with free support through Smokefree Somerset. Website: [smokefreesomerset.org.uk](https://smokefreesomerset.org.uk) | Phone: 01823 356222 (9am–5pm) | Email: [smokefree@somerset.gov.uk](mailto:smokefree@somerset.gov.uk)

#### **Somerset’s Social Care Challenge: How the Council is Responding**

Somerset Council’s Lead Member for Adult Social Care and Housing, Councillor Sarah Wakefield, appeared on BBC Somerset to address questions about the growing pressures on social care. With Somerset having one of the oldest populations in the country, demand is rising. Steps being taken include working more closely with the NHS and voluntary sector, investing in technology to help people live independently for longer, and incorporating AI to save time. Listen at: [bbc.co.uk/sounds/play/m002vc94](https://bbc.co.uk/sounds/play/m002vc94) (available for 24 days from 29 April).

#### **England’s Chief Medical Officer Visits Somerset to Study Rural Health**

Professor Sir Chris Whitty visited Glastonbury in March as part of his research into health in small towns and rural communities, which will inform his next Annual Report. He saw Somerset’s community health initiatives at first hand, including food pantries, early years support, library-based NHS health checks, and services supporting people experiencing homelessness and substance use.

# Monthly Somerset Councillor Report

## – Mendip South, Cllr Claire Sully

### May 2026

#### **Record 99% of Somerset Children Get Primary School of Their Choice**

Somerset Council has announced that 99.43% of the 4,938 families who applied for a primary school place this year were offered one of their top three preferences — a record high. Of those, 95.38% received their first-choice school. Children will begin at their new schools in September 2026.

#### **Somerset Pupil Referral Units Reorganised to Improve Consistency**

Somerset's four Pupil Referral Units have been consolidated into two. From April 2026, the western unit is now called Willow Vale School and the eastern unit retains the name Tor School. Two behaviour partnerships in Frome and West Somerset will be fully integrated by September 2026. There will be no changes to funding or existing sites.

#### **Youth Parliament Members Meet Council Chair at County Hall**

Members of the Somerset Youth Parliament visited County Hall in Taunton in April to meet Council Chair Cllr Mike Best. The three members — Eva, Blake and Luca — outlined their campaign priorities, including mental health, online safety, access to sport, and financial literacy.

#### **Are You Making the Most of Your Food Waste Recycling?**

If you're already recycling your food waste, give yourself a pat on the back — but a couple of simple checks could make your efforts even more effective. When food scraps are collected separately, they can be turned into energy and fertiliser rather than ending up in landfill. Find out more at: [somerset.gov.uk/bins-recycling-and-waste/join-the-food-waste-revolution-in-somerset](https://somerset.gov.uk/bins-recycling-and-waste/join-the-food-waste-revolution-in-somerset)

#### **Wessex Water Fined Over Somerset Roadworks Breaches**

Wessex Water has been ordered to pay over £13,000 by Taunton Magistrates after admitting two offences relating to street works on the A38 at North Petherton in July 2025. [More on this story here.](#)

**Monthly Somerset Councillor Report**  
**– Mendip South, Cllr Claire Sully**  
**May 2026**

**Report it first: Useful Links to share with your communities**

**Report a Problem on the Road** - all reporting pages for roads, pavements, lighting:

[Report a problem on the road](#)

**Potholes and road damage**

[Potholes, road damage and edge loss](#)

**Report a problem with a street light**

[Report a problem with a street light](#)

**Road signs, markings and lighting**

[Road signs, bollards and road markings](#)

**Speed limits**

[Speed limits](#)

**Street and roadworks**

[Street and roadworks problems](#)

**Traffic updates and roadworks — follow:**

[Travel Somerset on X](#) and [Travel Somerset on Facebook](#)

**All ongoing roadworks interactive map**

[Roadworks and travel information](#)

**Somerset Waste** - collection days, replacement bins, missed collections

[Bins, recycling and waste](#)

**Travel and Tourist Information**

[Travel Somerset - Art, Culture, Events, History & More](#)

**Climate newsletter sign-up**

[Climate newsletter sign-up](#)

**Open Somerset Council Consultations** - shape the future of Somerset:

[Somerset Council - Citizen Space - Consultations](#)

**SOMERSET COUNCIL TELEPHONE NO - 0300 123 2224**

# Mendip South — Safety Defect Completions

April 2026 | Grouped by Parish | Total: 84 defects completed

## Pilton Parish — 28 defects completed

Defect Type	Road / Location	#
Edge Loss	Ridge Lane (T2302/10)	10
Carriageway Pothole	East Compton Road, A361 (A361/730)	4
Carriageway Pothole	Cumhill Lane (T2237/55)	3
Edge Loss	Lower Street (U2665/20)	2
Carriageway Pothole	Lower Street (U2665/20)	2
Carriageway RTC	Lamberts Hill, B3136 (B3136/115)	1
Edge Loss	Cumhill Lane (T2237/55)	1
Carriageway Pothole	Ridge Lane (T2426/20)	1
Edge Loss	Ridge Lane (T2426/20)	1
Carriageway Pothole	Mount Pleasant (U2665/30)	1
Tree Down on Highway	Bakery Lane (U2665/40)	1
Carriageway Pothole	Oathill Cottages (U9321/10)	1

## Pylle Parish — 11 defects completed

Defect Type	Road / Location	#
Carriageway Pothole	Pylle Lane (T2237/10)	5
Carriageway Pothole	Pye Hill (U2249/40)	2
Carriageway Pothole	Fosse Way, A37 (A37/680)	1
Edge Loss	Pylle Road (T2237/20)	1
Carriageway Pothole	Pylle Road (T2237/20)	1
Edge Loss	Pye Hill (U2249/40)	1

## Baltonsborough Parish — 7 defects completed

Defect Type	Road / Location	#
Carriageway Pothole	Muchelney Road (T2108/30)	6
Edge Loss	Tuckers Lane (U2139/10)	1

## Evercreech Parish — 7 defects completed

Defect Type	Road / Location	#
Carriageway Pothole	Bruton Road/High Street/Prestleigh Road, B3081 (B3081/560)	2
Edge Loss	High Street, Milton Clevedon, B3081 (B3081/530)	1
Edge Loss	Bruton Road, B3081 (B3081/540)	1
Edge Loss	Bruton Road, B3081 (B3081/550)	1

Defect Type	Road / Location	#
Carriageway Pothole	Prestleigh Road, B3081 (B3081/570)	1
Carriageway Pothole	Leighton Lane (T2239/10)	1

#### Ditchheat Parish — 5 defects completed

Defect Type	Road / Location	#
Multiple Carriageway Safety Defects	Wraxall Road, Wraxall (T2236/40)	4
Edge Loss	Wraxall Road, Wraxall (T2236/40)	1

#### West Pennard Parish — 5 defects completed

Defect Type	Road / Location	#
Multiple Carriageway Safety Defects	Page Lane (T2151/10)	2
Dislodged Grate/Frame	Woodlands Road to Stockbridge Lane, A361 (A361/650)	1
Carriageway Pothole	Woodlands Road (T2123/50)	1
Multiple Carriageway Safety Defects	Hillside (U2192/10)	1

#### Butleigh Parish — 5 defects completed

Defect Type	Road / Location	#
Obscured by Vegetation	Butleigh Road, Butleigh Wootton (T1368/60)	2
Missing Sign Plate	Sub Road, Butleigh Wootton (T1368/50)	1
Edge Loss	Reynolds Way, Butleigh (T2105/30)	1
Carriageway Pothole	Reynolds Way, Butleigh (T2105/30)	1

#### Lydford on Fosse Parish — 4 defects completed

Defect Type	Road / Location	#
Carriageway Pothole	Fosse Way, A37 (A37/630)	1
Carriageway Pothole	Castle Cary Road, B3153 (B3153/270)	1
Carriageway Pothole	Castle Cary Road, B3153 (B3153/310)	1
Multiple Carriageway Safety Defects	Perry Hill (T5760/20)	1

#### Knowle Lane Area — 4 defects completed

Defect Type	Road / Location	#
Multiple Carriageway Safety Defects	Knowle Lane (U2657/10)	4

#### Sticklynch Area — 4 defects completed

Defect Type	Road / Location	#
Edge Loss	Stickleball Lane (U2771/20)	4

**Hornblotton Parish** — 2 defects completed

Defect Type	Road / Location	#
Carriageway Pothole	Mill House to Fosse Way (T2167/20)	2

**Batcombe Parish (Upton Noble)** — 1 defect completed

Defect Type	Road / Location	#
Worn Road Markings	Gunnings Lane, Upton Noble (T8610/10)	1

**East Lydford** — 1 defect completed

Defect Type	Road / Location	#
Carriageway Pothole	Church Lane (U2165/10)	1

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**Total defects completed across Mendip South: 84 (Note: Somerset Highways footer states 85 — itemised data sums to 84)**

*Source: Somerset Highways Safety Defect Completion Report — 01/04/2026 to 30/04/2026*

## Annex 3: Appointments to Working Groups / Triads / Somerset Council

### 2025-6 Appointments

a. Affordable Housing Triad -	Cllr Hall, and Cllr Sumner
b. Biodiversity Triad	Cllr Connock and Hall
c. Burial Ground Triad	Cllrs Woodhouse, Hall and Noble
d. Flooding Triad	Cllr Sumner, Moulder
e. ASBOs / Footpath Working Group	Cllr Hall, Andrew Shaw, and Cllr Sumner
f. Highways Triad	Cllr Sumner & Connock
g. Health & Wellness Triad	Cllr Wynn, Cllr Woodhouse and Cllr Sumner
h. Staffing Triad	Cllr Sumner, Woodhouse, & Roberts
i. Finance Triad	Cllr Woodhouse, Sumner & Powell
j. Local Community Network	Cllr Hall

### Appointments to external bodies

Pilton Playing Fields - three members to be appointed	Cllr Moulder, Powell
Gabriel's Orchard - appointment of Managing Trustee representative	Joe King

**Pilton Parish Council**  
**Fixed Assets and Long Term Investments**

Asset Description	Date Acquired	Purchase Value	Current Value	Location /Responsibility	Estimated Life	Usage/Capacity	Charges
Asus Notebook Laptop	July 2022	479.99					
Bus Shelter		6,272.97					
Dog waste / litter bins	October 2011	751.20					
Finger post	January 2016	2,442.36		Toll Cottage, Conduit Squ			
Fingerpost	November 2018	1,722.00		Village Hall, St Mary's La			
Mower		400.00					
Petrol Mower Masport 600series Serial no. 843	March 2021	450.00					
Printer Epsom WF2830	April 2024	50.00					
Strimmer Tanaka TBC231		419.01					
War Memorial	2014	12,180.53	30,000.00				
War Memorial Plaque	March 2018	122.20					
		<b>25,290.26</b>	<b>30,000.00</b>				
<b>Payments</b>							
Burial Ground				Neat Lane, Pilton / Pilton			
Burial Ground Fence	29/04/2024	2,133.34					
Defibrillator				Playing Field Pavilion / Pi			
Depstech Webcam	N/a			Clerk			
Gabriel's Orchard				Park Hill, Pilton / Gabriel's			
Laptop	03/12/2025	319.99		Clerk			
Noticeboard				Totterdown Lane/A361 ju			
Noticeboard				Corner of Top Street/Barr			
Noticeboard				Top Street corner of allotr	1year		
Noticeboard				Cumhill Cott, Cumhill, Br			
Pound				opp. War Memorial, Shop	infinity		
		<b>2,453.33</b>					

**Pilton Parish Council**  
**Fixed Assets and Long Term Investments**

<b>Asset Description</b>	<b>Date Acquired</b>	<b>Purchase Value</b>	<b>Current Value</b>	<b>Location /Responsibility</b>	<b>Estimated Life</b>	<b>Usage/Capacity</b>	<b>Charges</b>
<b>Grand Total:</b>		<b>27,743.59</b>	<b>30,000.00</b>				

# Annex 5: Review of Council and Staff Subscriptions to outside bodies

## Somerset Association of Local Councils- Renewal Date: 1/4/27

Dear Pilton Parish Council,

Re: SALC's 2026/27 affiliation fees

Following last year's reset of affiliation fees, we are pleased to confirm that for 2026/27 SALC will not apply any increase in fees for parishes with up to 2,500 electors.

We had set expectations in SALC's November newsletter for an average fee increase of approximately 3.5% in line with UK Consumer Prices Index inflation. To better reflect both the demands on our services and the relative increases in city, town, and parish council precepts since Somerset Council unitarisation, the Association's directors agreed to focus the increase on our larger member councils with more than 2,500 electors. We are grateful to our larger town councils for understanding the increasing need to work closely with their smaller neighbours.

Thank you for your council's continued hard work on behalf of your community. The team at SALC and NALC look forward to continuing to support your council in the coming year.

### The Somerset Association of Local Councils Ltd

Town Hall, Market Place  
Wells  
Somerset  
BA5 2RB  
info@somerset-alc.org.uk  
www.somerset-alc.org.uk



## INVOICE

INVOICE TO  
Pilton Parish Council  
clerk@piltonparishcouncil.org  
GBR

INVOICE 2830  
DATE 01/04/2026  
TERMS Net 60  
DUE DATE 31/05/2026

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
Somerset Association of Local Councils Ltd Affiliation Fee	Affiliation fee based on electorate 1133	1	540.54	540.54
Payment to the National Association of Local Councils		1	97.44	97.44

PAYMENT 637.98

BALANCE DUE **£0.00**  
**PAID**

## **Society of Local Council Clerks -Renewal Date: 1/11/26**

Gills membership lapsed – I will add Pilton to my membership when it is up for renewal. Then split the membership fee 4 ways proportionate to hours worked.

## **Parish Online – Renewal Date 4/8/26**

### Subscription Details

You currently have an **active** subscription.

You will receive a renewal invoice on your renewal date. This will have a **30 day** payment term.

[Find out more about paying your Parish Online subscription.](#)

Renewal Date	04/08/2026
Annual Fee (ex VAT)	£80.00
Total Cost (ex. VAT)	£80.00
Total Cost (inc VAT)	£96.00

## **Information Commissioners Office (ICO) -Renewal Date 21/6/26 (Direct Debit)**

Your data protection fee - Upcoming Direct Debit payment ICO:00014028324 External Inbox x 

Information Commissioner's Office Renewals Reminder <dpfee\_renewal\_reminder\_dd@ico.org.uk>  
to me ▾

Sun 10 May, 00:15 (8 days ago) ☆ 😊 ↩ Reply ⋮

Organisation name: Pilton Parish Council  
Registration reference: ZA420955

Dear Gill Pettitt

### Data protection fee: Your Direct Debit is scheduled for collection

We're contacting you from the [Information Commissioner's Office \(ICO\)](#) to let you know that your data protection fee is due for renewal and your direct debit is due to be collected. We will collect your payment and renew your annual data protection fee on or around your expiry date, 21/06/2026 .

Under the Data Protection (Charges and [Information](#)) Regulations 2018 (as amended) all organisations must pay the fee, unless exempt.

Your annual fee amount is **£52.00**, minus £5 fee reduction for paying by direct debit.

### Keep us informed

If your details have changed or you no longer need to pay, update your [information](#) by:

- visiting our [data protection fee hub](#); or
- using our contact details below.

For data protection fee advice, you can start a [live chat](#).

Please quote your registration reference and your security number when contacting us. You can [request a copy of your security number](#).

Thank you

### Registration Team

[Information Commissioner's Office](#)  
Wycliffe House, Water Lane, Wilmslow, SK9 5AF  
T. 0303 123 1113 | [live chat](#) | [ico.org.uk](#)

## **Institute of Cemetery & Cremation Management (ICCM) – Renewal 1/4/27**



Hello Helen

**2026/2027 ICCM Membership renewal**

**ICCM Invoice**

**Parish/Town Council Corporate Membership 2026/2027**

VAT REG - 610 415 590

Registered office - ICCM National Office, City of London Cemetery, Aldersbrook Road, E12 5DQ

Telephone - 07947 859 120

Payment - 30 days term

Invoice number -**5093/2026/27**

Pilton Parish Council

Saddlers

Long Street

BA5 3QJ

Invoice date - **1st April 2026**

Parish or Town Council charge for 2026/2027 **£110**

Item - Your ICCM Corporate - Parish or Town Council Membership renewal for 2026/27 is now due please for the period 1st April 2026 until 31st March 2027.

No VAT is payable on this bill

*Please send your BACS remittance to -*

ICCM

s/c - 60 09 09

a/c - 90 97 02 41

email for remittance - [trevor.robson@iccm-uk.com](mailto:trevor.robson@iccm-uk.com)

**ICCM address**

Finance Office,

1 Colbeck Avenue,

Swalwell,

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## **Annex 6 c-l: Policies**

Please review policies on website - <https://www.piltonparishcouncil.org/policies> and inform the clerk if you would like to suggest any changes.

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

## **Annex 7: Meeting Dates**

3<sup>rd</sup> Wednesday of the month at 7pm

- Wednesday 17 June 2026
- Wednesday 15 July 2026
- Wednesday 19 August 2026
- Wednesday 16 September 2026
- Wednesday 21 October 2026
- Wednesday 18 November 2026
- Wednesday 16 December 2026
- Wednesday 20 January 2027
- Wednesday 17 February 2027
- Wednesday 17 March 2027
- Wednesday 21 April 2027
- Wednesday 19 May 2027

**Pilton Parish Council**  
**STATEMENT OF ACCOUNTS**

	RECEIPTS	PAYMENTS
Opening Balance		
Balance at Bank	61,537.09	
Cash in Hand		
Precept	32,488.00	
Grants/Donations		
Bank Interest	376.33	
VAT Refund		
Other Income		
Staff Costs		10,650.33
Staff Expenses & Training		25.00
Subscriptions & Memberships		872.13
Insurance		895.32
Utilities		
Communications (Phone, Website, Broac		198.95
Audit & Professional Fees		480.00
Elections		
S.137		1,435.00
Loan Repayment		
Open Spaces		
Defibrillator		
Other/Miscellaneous		59.50
Meeting Costs		705.00
Burial Ground Maintenance		
Working From Home Allowance		328.00
Office Costs		606.90
Burial Groundsman		631.76
Events		95.00
Payroll		85.00
Parish Plan		140.00
Emp NI		454.00
Grants		5,087.00
Burial Ground IT upgrade		
Clerk Expenses		
Environment Initiatives		
Training		610.00
ASBOs		
Assets		
Projects		
Burial Fees	3,350.00	
War Memorial		
Emergency Fund		
Insurance		

**Pilton Parish Council**  
**STATEMENT OF ACCOUNTS**

	RECEIPTS	PAYMENTS
Burial Ground Maintenance	176.10	
Bank Charges	52.84	
GFEL Donation	20,000.00	
Laptop	319.99	
Donation	60.00	
VAT	296.68	
	<b>36,214.33</b>	<b>44,264.50</b>
<hr/>		
<b>Closing Balances:</b>		
Balances in Bank Account		53,486.92
Cash in Hand		
<b>TOTAL</b>	<b>97,751.42</b>	<b>97,751.42</b>

The above statement represents fairly the financial position of the council as at 31 Mar 2026

Signed \_\_\_\_\_  
Responsible Financial Officer

Date \_\_\_\_\_

## Annex 8 – Finance

### a) End of year balance & Bank reconciliation 31<sup>st</sup> March 2026

	<b>Bank Reconciliation at 31/03/2026</b>		
	Cash in Hand 01/04/2025		61,537.09
	<b>ADD</b> Receipts 01/04/2025 - 31/03/2026		36,214.33
			97,751.42
	<b>SUBTRACT</b> Payments 01/04/2025 - 31/03/2026		44,264.50
<b>A</b>	<b>Cash in Hand 31/03/2026</b> (per Cash Book)		<b>53,486.92</b>
	Cash in hand per Bank Statements		
	Petty Cash 14/05/2026	0.00	
	Commercial Instant Access a/c 31/03/2026	51,220.36	
	Community a/c 31/03/2026	2,266.56	
	Other 14/05/2026	0.00	
			<b>53,486.92</b>
	Less unrepresented payments		
			53,486.92
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>53,486.92</b>
	<b>A = B Checks out OK</b>		

### b) Approval of bank signatories

Currently:

Richard Woodhouse

Kelly Sumner

Clerk

### c) Appointment of Internal Review Officer

Currently:

Lynda Roberts



## Annex 8e: Finance- Payments to approve

**May 20th 2026**

10	Staff Costs	20/05/2026	Month1 Underpay	H Richardson	Pilton Parish Council	X	184.00		184.00	Wrong Tax code month 1
11	Staff Costs	20/05/2026	Month 2	H Richardson	Pilton Parish Council	X	736.72		736.92	
12	Staff Costs	20/05/2026	Month 2	R England	Pilton Parish Council	X	95.80		95.80	
13	Office Costs	20/05/2026	INV-17981	Scribe	Starboard Systems Ltd t/a	S	31.00	6.20	37.20	PAID DD
14	Meeting Costs	20/05/2026	INV-54	Meeting Room Hire	Pilton Stage	X	100.00		100.00	
15	Burial Ground mainte	20/05/2026	INV-240469	Topsoil	Pennys Group (Reimburse F	S	200.00	40.00	240.00	Reimburse R Woodhouse
16	Noticeboards	20/05/2026		Maintenance	Gavin White	X	950.00		950.00	
17	Burial Ground	20-May	INV-87109	New Strimmer &Mowe	Norton Garden Machinery	S	429.57	85.91	515.48	
18	Website	20/05/2026	INV - 1235327367	Website renewal	WIX (Reimburse HR)	S	192.00	38.40	230.40	Reimburse H Richardson
19	Working from Home a	20/05/2026	Month 2	H Richardson	Pilton Parish Council	X	26.00		26.00	
<b>Total</b>							<b>2,945.09</b>	<b>170.51</b>	<b>3,115.80</b>	