



# EAST HUNTSPILL PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY 8<sup>th</sup> MAY 2025 AT THE PAVILION

**Present:** Chairman Boyer - Cllrs Roberts, Ingram, Kidner, Cooke, Adams and Harvey. In attendance the Parish Clerk and the Ranger and one resident

Before the meeting was opened, the Chairman allowed the resident to address the Council. He wished to inform the Cllrs of the increased traffic with large lorries using Church Road as a short cut, speeding with a large load of stone on board. It was agreed that the Clerk to write to Woolavington PC, to see if they are experiencing the same.

**2025/05A To receive any apologies of non-attendance, declarations of interest and dispensations**  
County Cllrs Aujla & Healey – sent their reports.

**2025/05B To Elect Officers and Councillors responsibilities for 2025/26**

Position of Responsibility in East Huntspill Parish Council	Councillor/s	Proposer	Second
Chairman	GORDON BOYER	LA	CR
Vice Chairman	LUKE ADAMS	CR	JH
Finance	FRANCIS KIDNER/LUKE ADAMS	KC	GB
Footpaths & Bridleways	GORDON BOYER	LA	FK
Village Hall	CAROL ROBERTS	LA	FK
Open Spaces	LYNNE INGRAM	GB	JH
Pavilion Community Hub	JOSH HARVEY/KATHRYN COOKE	LA	CR
School	KATHRYN COOKE	CR	LI
Web Site/Social Media	CLERK/JOSH HARVEY	LA	GB
Personnel	LUKE ADAMS	LI	CR
Local Community Network (LCN)	CLERK	LA	GB
Grievance Procedure	AS REQUIRED GROUP TO BE SET UP		
Roads & Transport	LUKE ADAMS	CR	KC

At this juncture, the Chairman duly signed the Declaration of Acceptance of Office Form

**2025/05C To approve the minutes of the Parish Council Meeting on Thursday 17<sup>th</sup> April 2025** Proposed by Cllr Harvey and seconded by Cllr Roberts – all in favour

**2025/05D Items from the previous agenda –**

1. **Notice Board** – the Clerk had received a quote from a supplier (RT Signs) for the new notice board to be erected on the wall at the Pavilion. It was agreed to proceed with them and the Clerk to order.

**2025/06E To receive the following reports**

**County Councillor – distributed to Cllrs prior to the meeting**

**Village Ranger – distributed to Cllrs prior to the meeting**

**2025/07F To discuss:**

- 1 **Pavilion modifications and update on the new Committee** – Cllr Cooke informed the meeting that a new Committee will be in place soon. Application for a bank account had been applied for. The new football club has been using the pitch extensively – which in turn will bring in much needed revenue for their games and training

There then followed a general discussion on the following points:

- a) There has been a lot of dog poo bags left in the verges along Withy Grove. It was agreed that the clerk to write to Clean Surroundings to make enquiries of the cost to install and maintain a dog poo bin. Cllr Adams to send W3W to the Clerk. Thanks to the Ranger in placing “please clean up after your dog” signs within the Parish. The Clerk to order some more
- b) The SID at Watchfield corner needs to be reconfigured as only showing incoming traffic. The Clerk to write to Nichols Management asking for the unit to be checked. Also, the possibility of moving the SID along Church Road. The Clerk to write to Highways and Police asking for a suitable site location

**2025/08G Planning Applications - NONE**

Application Number	Location	Proposal

**Still under consideration**

Application Number	Location	Proposal
25/24/00012	Land at Church Road, East Huntspill TA9 3PG	Erection of 20no. dwellings with associated access, public open space and landscaping
25/24/00017	Lake Farm, Mill Lane, East Huntspill TA9 3NR	Proposed change of use and development of land and buildings to non-residential educational use
25/24/00018	Cote Farm, White House Lane East Huntspill TA9 3PD	Erection of an agricultural building for general storage purposes

## 2025/09H To receive the following brief holders' reports

<b>Open Spaces</b> – the Ranger had received the timber (FOC) from SC and will now utilise them throughout the Parish
<b>Footpaths and bridleways</b> – the Chairman reported a resident had spoken to him re an “electric fencer” being used on a footpath. The Ranger was asked to have a look at it.
<b>Roads and transport</b> – Cllr Adams reported that some of the data files from the SID is sometime corrupted. The Clerk to ask the contractor to remedy. Cllr Kidner asked why in Mark they have a Police speeding unit there most weeks and none in East Huntspill. The Clerk to write to the Clerk at Mark to ask for details
<b>Communications group/website /Facebook</b> – Clerk & Cllr Harvey nothing to report
<b>East Huntspill School and Preschool</b> – Cllr Cooke nothing to report
<b>Village Hall</b> – Cllr Roberts reported she had attended their AGM and all seemed well with increased bookings etc
<b>Councillors</b> – None
<b>Pavilion</b> – see note 2025/07F
<b>Chairman</b> – none
<b>Clerk</b> – none

## 2025/10H Finance - to approve the following payments and the bank reconciliation

### APPROVAL OF AUDIT DOCUMENTS FOR 2024/2025

- a) Approval of Governance Statement
- b) Approval of Statement of Accounts
- c) Approval of Risk Assessment

The Parish Council agreed unanimously for the Chairman and Clerk to sign the forms and send to the main Auditor (PKF Littlejohn)

Date	Payment to	Description	Amount
30.04.25	Jim Murray	Expenses to end of April 25	£124.89
30.04.25	Steve Chick	Salary April 25	£627.60
30.04.25	Jim Murray	Clerks salary April 25	£542.80
30.04.25	HMRC	PAYE – employers NIC	£313.36
30.04.25	Steve Chick	Rangers expenses April	£67.79
30.04.25	EH Cricket Club	Grass cut at playing field 02.04.25	£80.00
30.04.25	Steve Chick	Playing field upkeep April	£350.00
30.04.25	Maxwells Accountants	Payroll – Jan/Feb/March	£90.00
30.04.25	Mr R Young	Internal Audit	£50.00
30.04.25	Nichols Management	SID DATA	£60.00
30.04.25	RT Signs	New notice board for the pavilion	£268.63
30.04.25	Mark Criddle	New front door at the pavilion	£687.00

**These will be paid by the Clerk through the Unity Trust online banking facility.**

**It was resolved to approve the bank reconciliation, and payments.**

**Proposed by LA and 2<sup>nd</sup> LI– all in favour and signed off**

**Items for the next agenda: NONE**

The meeting closed at 8.20pm

Next PC meeting **THURSDAY JUNE 12 TH 2025** starting at 7.00pm in the pavilion

Signed .....

Date .....