



Hutton Parish Council

\Incorporating Elborough Village, Woodside and Foxglove Meadows

Bruce Poole BA (Hons) FSLCC MMC

Parish Clerk

C/O Rooftops, 10 South Street, Burnham-on Sea, Somerset, TA8 1BS

Tel: 07887 802922 Monday – Thursday – Home Working 10am to 1pm and 2pm to 4pm

Email clerk@huttonsomerset.org.uk website www.huttonsomerset.org.uk

PUBLIC PARTICIPATION

There were seven members of the Public in attendance plus Mrs Jane Hicks who presented herself to the members as a prospective Parish Councillor. The formal part of her appointment as enacted upon at the opening of the formal part of the meeting. The other attendees led by M/s Danielle Lee explained to the meeting the difficulties they had experienced from another allotment holder and as a result she suggested providing the Parish Council with two documents that could be used going forward. It was explained to the Group that the Parish Council would investigate the matters raised and would consider a formal resolution at the May Meeting. The group then departed from the meeting. Mr Peter Barrington then addressed to meeting by indicating that he was interested on what the Parish Council decided in regard to Resolutions 4 and 5.

MINUTES

The meeting was then formally opened with the Chairman seeking approval of bringing forward Resolution 24/112/1.

24.112.1 To Resolve to appoint a Parish Councillor

Resolved that Mrs Jane Hicks be so appointed. She then signed the declaration of Office.

Minutes of Hutton Parish Council that took place **on Monday 7th April 2025** in **The British Legion Room of Hutton Village Hall Hutton** that commenced at **7.30 pm** when the following business was transacted:

Present Councillor P Dutton (Chairman) Councillors G Barry M Dunkley L Eddins J Hicks K McCulloch T Porter A Sills and the Parish Clerk Mr B Poole

24.106 Apologies

None

24.107 Code of Conduct.

None

24.108 To approve the Minutes of the Parish Council Meeting held on Monday 3rd March 2025

The Minutes of the **Parish Council Meeting held on Monday 3rd March 2025** that had been previously circulated were taken as read and agreed as being an accurate record of what took place and was signed as such by the Chairman.

24.109 Matters for information purposes only.

The Clerk tabled once again an updated Action List whereby the Chairman asked that all Members peruse it and advise the Clerk of any updates. None received

24.110 Chairman's announcements

He formally welcomed Jane Hicks as a new Parish Councillor. The Parish Council Office was now closed and handed over to Hutton Village Hall, with a big thank you to all that helped. Parish Clerk Surgeries are now in place to provide face to face access to the Parish Clerk. Members were reminded of the forthcoming Annual Parish Meeting to be held the following Wednesday the 9th April 2025 where he asked them to attend 6.30 pm to prepare the Hall

24.111 Planning

25/P/0070/FUL	Proposed erection of 2 no agricultural barns- Land off Wisteria Avenue REFUSED	26/03/25
25/P/0311FUH	Proposed replacement of existing part-collapsed retaining boundary wall to the South of the property – 1 Barrow Road Hutton BS24 9sZ APPROVED	26/03/25

24.112 Resolutions

1. To Co-opt a Parish Councillor

See commencement of the formal meeting

2. To note the receipt of the Operational Playground Inspections for both Springwood and Elmhurst undertaken on the 14th March 2025

Noted and **Resolved** that Councillor Eddins and Dutton would undertake their usual check of both sites.

3. To review the Council's Asset Register

Resolved to accept the current listing and agreed to add the Bus Shelters that the Parish Council allegedly owns

4. To resolve to move to a .Gov Web Site Domain and .Gov Email addresses.

Resolved to proceed accordingly

5. To secure a website Company

Resolved to secure a Website Company in order to update the Council's current Web Site

6. To review and approve the following Council Policies:

(a) **the amended 2024 Financial Regulations following the Procurement Act 2023 and The Procurement Regulations 2024.**

(b) **Members Code of Conduct**

(c) **Internet A&B Electronic Payments**

Resolved to accept the revised Policy A & B as previously circulated and to wait confirming C until the members had has an opportunity of perusing the document

24.113 Financial

(397)	North Somerset –	Domestic Rates – Scout Hut	0.00	
(398)		Mr B Poole Clerk's Salary	1613.75	
(399)		North SomersetGreen Bin – Church	65.00	
(400)		North SomersetWaste Bin D/D	44.68	
(401)	North Somerset	Waste Bin D/D	85.97	
(402)	Hiscox Ins	Monthly D/D	293.75	
(403)	Water 2Businss	Allotment Water D/D	46.00	
(404)	Microshade	Hosted Applications	10.38	
(405)	BT	Telephone & broadband	106.52	21.30
(406)	Cartridge People	Tape	10.54	2.11
(407)	Epson	In k	10.3	2.07
(408-415)		Refunds Corrections		
(416)	Viking	* Previous Payments rejected	132.00	19.07
(417)	Arien Products	Notice Board 50% payment	997.20	
(418)	Scribe Account	Year End Examination	70.80	
(419)	GB Sorts	Inspections	40.00	8.00
(420)	British gas	Scout Hut Electricity	90.59	4.52
(421)	Mr B Poole	Homeworking – February	46.00	
(422)	Scout Hut	Cleaning	120.00	
(423)	Ionos	IT Support	16.0	3.20

		Gravel	18.25	3.65
(424)	Handyperson	Expenses	94.68	
(426)	Handyperson	Travel	29.21	5.84
(427)	Mr B Poole	Homeworking -March	46.00	
(428)	Hutton Village Hall	Hall Hire	280.00	
(429)	PATA UK	Payroll	235.90	
(430-435)	Staff	Orderlies	1418.56	
		Handypersons	90.24	
		Churchyard	217.36	
		Dog Bins	368.00	
		Mr B PooleClerk's Salary		2017.16
	HMRC	Tax & NI		761.83

24.112 Working Groups

1. To receive Verbal Reports from the following:

(a) Festival

Noted the 2025 Festival will be held from the 27th to the 31st August and that an event planning meeting was scheduled for the 15th April 2025.

(b) Scout Hut

The replacement Fire doors are in the preparation stage and that the contractor undertaking the work advised that he has also carried remedial repairs to the floor but he found signs of woodworm infestation which will need treatment.

Car Park Work is scheduled over the next couple of weeks.

Scout Hut User Group Meeting

A meeting is due to take place over the next couple of months.

Open Space

Fallen Trees have been removed and the Council awaits an Arboculturalist Report for the trees in the corner of Jubilee Sports Field.

(c) Hutton in Bloom

Report expected to be provided at the APM.

(d) Communications

See 112.4/5 above

24.113 Correspondence

1. North Somerset Council – Cycle/Footway – Moor Lane
2. North Somerset Council – Footpath Vereland Road to Weston Way
3. GB Sports & Leisure – Operational Playground Report – Springwood – 14/03/25
4. GB Sports & Leisure – Operational Playground Report – Elmhurst – 14/03/25
5. North Somerset Council – Consultation – Notice of Receipt

6.

24.114 Matters for Report purposes only

1. Councillors

(a) Councillor T Porter

Asked should he proceed to obtain a quote for a new small Marquee for the Parish Council to be used at festival events - Yes

(b) Councillor L Eddins

- (i) Explained what the style would be of the proposed donated Bird Feeder.
- (ii) Mentioned recent tidying activity at the Book Swap Bus Shelter.

(c) Councillor P Dutton

- (i) Referred to the recent new Footpath/Cycleway activity at the end of Moor Lane and the proposed installation of one Bollard by NSC.
- (ii) He was advised to seek a more formal quote for the proposed Security Barriers at St Marys, Springwood and Jubilee Sports Fields.
- (iii) Reported that the Football Club will be holding a Family Day/Evening on the 19th July 2025 at which they were seeking a TENS licence from NSC.

- (iv) Reported on the response from North Somerset Council to Mr & Mrs Bell in respect to the double yellow lines outside their property
 - (v) Reported that the work on the Hutton Hill Road Closure – wall replacement was in two phases – Phase 1 – reduction of bank, dismantling of remaining old wall & rubble clearance. Phase 2 – reconstruction of new wall. Work expected to last 8-12 weeks. NSC to reopen road as soon as safe to do so.
2. Parish Clerk
- (i) The availability of 100 Goldfish.
 - (ii) Currently preparing the Year End Accounts.
 - (iii) Attended the recent Wednesday Coffee Morning.
 - (iv) Request to provide an additional Memorial Bench in Des Phippen Park.
 - (v) Wall on Hutton Hill – Mr J Chatburn.

24.115 Date Place of the Next Parish Council Meeting – Monday 12th May 2025 being the Annual Meeting of the Parish Council.