

MINUTES OF A MEETING OF HUTTON PARISH COUNCIL HELD IN THE LEGION ROOM IN HUTTON VILLAGE HALL, AT 7.00pm ON MONDAY 5th OCTOBER, 2026.

PRESENT: Councillors Peter Dutton (Chair), Ken McCullouch, Andrew Sills, Lou Eddins, Paul Taylor, Laura Stringer and Georgina Barry.

IN ATTENDANCE: Sophie Hooker (Parish Clerk)

DISTRICT COUNCILLORS: William Jones

Public Participation:

Prior to the commencement of the meeting, parishioners may comment on individual agenda items, provided prior notice has been given and the Council approves.

MEMBERS OF THE PUBLIC: None

Meeting Convened 7:02pm

26.64. To receive Apologies for Absence

Apologies were received and accepted from Parish Councillor Marie Dunkley.
District Councillor Mike Solomon noted as absent.

26.65. Declarations of Interest on any agenda items

The Chair made Councillor Georgina Barry aware of a potential conflict of interest in relation to agenda item **26.74. - Willows in Springwood Fields**

26.66. To approve and sign as a correct record the Minutes of the Hutton Parish Council meeting held on Monday 14th September, 2026

Resolved: that the minutes of the Hutton Parish Council Meeting held on 14th September 2026 be approved as a correct record. **The resolution was proposed, seconded and carried unanimously.**

The minutes were signed by the Chair as a correct record.

26.67. Matters arising from those Minutes and Action Tracking

- **Electronic Traffic Signs** - It was noted that the Parish Clerk is close to obtaining all the necessary permissions. Cllr L. Eddins will obtain pricing for the signs ahead of the next Parish Council meeting.
- **20MPH Speed Checks** – In the absence of District Cllr M. Solomon, no update was available. It was noted that the Parish Clerk will follow up with Community Speed Watch to request speed checks.
- **Haywood Village** – Cllr P. Taylor asked for initial thoughts on whether Haywood Village could be incorporated within the ward. Cllr L. Eddins raised concerns regarding the potential infilling of land

between the existing parish and Haywood Village. Cllr P. Dutton echoed these concerns, noting the importance of protecting the strategic gaps surrounding the ward. Cllr P. Dutton also highlighted the potential increase in workload and the current capacity of the Parish Council and the Parish Clerk. Cllr A. Sills noted that the voices and interests of the existing parish could potentially become diluted. Cllr G. Barry suggested that closer links from a communication perspective could be beneficial to the parish. It was agreed that the matter would be kept under consideration and brought back for further discussion if appropriate.

26.68. Reports from Working Parties/Committees/Representatives

a. Scout Hut – It was noted that some hire toilets remain in place following Hutton Parish Festival Week. The Parish Clerk has notified the Dabaso Twinning Association that these need to be collected. Hutton Football Club will begin Saturday morning training from the coming weekend, and the pitch lines will be marked on St Mary's Field this week. Cllr A. Sills will organise a User Meeting for January.

b. Open Spaces – GB Sports Play Park Contractors provided a quotation for remedial works identified during a previous inspection.

It was **RESOLVED** to accept the quotation of £564.50 + VAT for an Aerial Runway Service and Pendulum Seat Change.

Further works were identified, including the replacement of 2 no. 4-inch legs and 3 no. seat timbers to the seating area within the play area, at a cost of £140, and the repair of the galvanised gate and post between the dog walking field and allotment entrance, including digging out, resetting the post and rehangng the gate, with all materials and labour, at a cost of £218.

It was **RESOLVED** to instruct a local contractor to carry out these additional repairs at a total cost of £358.

c. Hutton in Bloom – Cllrs G. Barry and K. McCulloch provided an update on how they will be supporting Hutton in Bloom, following their meeting with members of Hutton in Bloom the previous week. It was noted that the Christmas tree will require support from the Parish Council. Cllrs P. Dutton and K. McCulloch will locate the Christmas tree lights and arrange for PAT testing. Cllrs G. Barry and K. McCulloch will look into the positioning and securing of the tree.

Item 26.75. Report of the North Somerset District Councillor, was brought forward to allow District Councillor Will Jones to report and depart.

District Cllr W. Jones provided an update on the ongoing planning application for 415 homes in the Elborough/Locking area. It was noted that the consultation deadline had been extended to 23 September, with surrounding residents notified by letter. The application has subsequently been called into the Planning Committee.

District Cllr W. Jones recommended that Parish Councillors attend the Planning Committee meeting in person, where members of the public will have three minutes each to address the Committee.

It was **RESOLVED** that Cllr P. Taylor will present the Parish Council's objection at the Planning Committee meeting, with Cllr G. Barry attending to provide support. The date of the Planning Committee meeting is awaited, and it was noted that the developer is currently submitting an amendment to the application.

Cllr P. Dutton enquired about the gate which North Somerset Council had previously indicated would be installed in Autumn 2026. District Cllr W. Jones agreed to make enquiries and report back to the Parish Council.

Cllr P. Dutton also enquired about the ongoing plans for The Tropicana. District Cllr W. Jones advised that a meeting is scheduled for the end of October to discuss the future plans.

District Cllr W. Jones departed the meeting at 7:50pm, following which the meeting continued with agenda item 26.68.d.

d. Hutton Dabaso Twinning Association - It was noted and appreciated that the Parish Council had received a £1,000 contribution towards the cost of Hutton Parish Festival Week.

e. Hutton Parish Festival 2027 – Cllrs discussed their initial thoughts ahead of the upcoming meeting to consider the future of Hutton Parish Festival Week. It was agreed that importance should be placed on establishing an organised group to support the planning and coordination of the Festival.

f. Allotments - It was noted that both allotment sites are currently at full capacity, with a waiting list in place.

Cllr K. McCulloch shared photographs of a full plot at Main Road Allotment, including a polytunnel, which the Hutton in Bloom team no longer requires.

It was **RESOLVED** that the plot be made available for tenancy, subject to an agreement being put in place for the tenant to maintain the polytunnel.

g. Hutton Village Hall – It was noted that Cllrs G. Barry and K. McCulloch, together with Parish Clerk Sophie Hooker, will meet with members of the Village Hall Trustees on 21st October to discuss potential support for the Village Hall roof repairs.

26.69. Reports from Outside Bodies/Conferences/Training

The Parish Clerk is awaiting confirmation of available training dates for the New Councillor Course for Cllr P. Taylor. The Chair encouraged all new Cllrs to participate in the New Councillor Course.

26.70. To note the training, meetings and events available and agree any attendance

Details were noted of the Town & Parish Workshop, to be held at the Town Hall in Weston-super-Mare on Wednesday 4 November.

It was **RESOLVED** that Cllrs K. McCulloch and P. Taylor will attend in person, with Cllrs G. Barry and P. Dutton attending online, if available.

26.71. Financial

- a. Quarter 2 Income** – Income received during Quarter 2 was received and noted.
- b. Quarter 2 Budget Monitoring Report** – The Quarter 2 Budget Monitoring Report (Budget vs Actual Expenditure) was received and noted.
- c. VAT Reclaims** – VAT reclaims submitted during Quarter 2 were received and noted.

- d. **Bank Balances and Reserves** – Bank balances and reserves as at 30th September 2026 were received and noted. Chair P.Dutton signed the declaration.
- e. **Clerk & RFO Salary – 2026/27 NJC Pay Award** – The 3.3% NJC Pay Award, effective from 1st April 2026, was noted.
It was **RESOLVED** to apply the revised SCP 26 rate of £38,510 FTE (£19.96 per hour), including the applicable backdated pay from 1st April 2026.
- f. To retrospectively approve the following items of expenditure:

	Payment Ref	Total	VAT
147	St Marys Height Barrier Lock replacement	£22.97	£3.83
148	Parish Festival Week Expenses	£21.50	£3.58
149	NSC Fridge Removal from Scout Hut	£30.00	£0.00
150	Grass Cutting July	£282.84	£0.00
151	September Fuel	£49.85	£8.31
152	IT Services	£189.65	£31.61
153	WFH Allowance & Phone	£36.00	£0.00
154	Scout Hut Gas Bill	£33.01	£1.57
155	Scout Hut Electricity Bill	£40.47	£1.93
156	Grass Cutting August	£282.84	£0.00
157	Battery Charging - Expenses	£12.00	£0.00
158	Website Hosting	£19.20	£3.20

	Payment Ref	Total	VAT
159	Black Bags & Padlock and Chain	£35.49	£5.92
160	Envelopes and Stamps - Postage	£8.78	£0.00
161	Hutton Village Hall Hire	£90.00	£0.00
162	Parish Orderly Salaries	£1,161.19	£0.00
163	Handyman Salaries	£101.51	£0.00
164	Churchyard Maintenance	£314.75	£0.00
165	Dog Waste Bin Salary	£470.74	£0.00
166	Parish Clerk Salary	£1,479.89	£0.00
167	Payroll Services July - Sept 2026	£231.45	£0.00
168	Tax & NI Q2	£2,019.58	£0.00
169	Dog Waste Bin Replacement	£306.23	£51.04

It was **RESOLVED** to retrospectively approve the items of expenditure incurred since the last meeting.

26.72. To consider and agree the Parish Council's response to the following planning applications:

Non-Material amendment to application 26/P/0694/FUH (Proposed erection of a single-storey porch extension and access ramp.) to allow for alteration of the proposed porch cladding.

40 Moorcroft Road Hutton Weston-super-Mare BS24 9SE

Ref. No: **26/P/1869/NMA** | Received: Fri 11 Sep 2026 | Validated: Fri 11 Sep 2026 | Status: Registered

Determination Deadline: Fri 09 Oct 2026

Consultation Deadline: Not Available

Certificate of Lawfulness for the use of the land and buildings at Locking Court as 10no. separate, self-contained, permanent residential dwellinghouses (Use Class C3).

Locking Court Banwell Road Hutton Weston-super-Mare BS24 8AZ

Ref. No: **26/P/1842/LDE** | Received: Tue 08 Sep 2026 | Validated: Mon 28 Sep 2026 | Status: Registered

Determination Deadline: Mon 23 Nov 2026

Consultation Deadline: Tue 20 Oct 2026

North Somerset Council has requested additional information from Bristol Airport following its initial consultation, and a further 30-day public consultation is expected to begin in the week of 28 September 2026, with the application determination deadline extended to 31 December 2026.

Bristol Airport North Side Road Felton Wrington BS48 3DY

Ref No: **26/P/0686/OU2**

Consultation Deadline: Sun 01 Nov 2026

The above planning applications were received and noted by Councillors.

26.73. Report of the Chair – Chair P. Dutton reported that he had been approached by resident Jan Porter, wife of former District and Parish Councillor Terry Porter, with a request to place a commemorative plaque on a bench at Des Phippen Park.

It was **RESOLVED**, with all Councillors voting in favour, that the Parish Council agreed to the request.

26.74. Report of the Parish Clerk

Information Items/Correspondence Received/Decision Items

- **Hutton Crime Stats** – It was noted that the latest crime statistics had been circulated to all Councillors in advance and are also available on the Parish Council website.
- **Meet the New NSC Area Officer – Highways** – It was agreed that Cllrs P. Taylor, K. McCulloch and P. Dutton, together with the Parish Clerk, Sophie Hooker, would arrange to meet with the new NSC Area Officer at a future Village Hall Coffee Morning.
- **Budget 2027/28** – It was noted that Councillors would begin considering potential project expenditure for the 2027/28 budget and forward their suggestions to the Parish Clerk to compile ahead of the next Parish Council meeting.
- **Springwood allotment - tap repair** – It was **RESOLVED** that the Parish Clerk would instruct a WaterSafe-registered plumber to repair the broken tap at Springwood Allotments.
- **Stock Fence Springwood Allotment** – Councillors praised the work carried out by the local contractor, who has now completed the installation of the stock fence between the Springwood dog walking field and the allotments.
- **Big Bash Donation** - It was noted that a £1,000 donation had been received from Hutton Dabaso Twinning Society towards the cost of the Big Bash. This was noted under agenda **item 26.68.d**.
- **Des Phippen Pond Clearing Quotes** – Councillors considered the quotations received of £4,150 and £1,150. Cllr L. Eddins also outlined a potential opportunity for volunteers to assist with the work.
It was **RESOLVED** that the Parish Clerk would arrange a site meeting between the contractor who provided the £1,150 quotation and Cllr P. Dutton, prior to any instruction being given for the work to proceed.
- **Dog Waste Bins** – Councillors discussed the potential additional siting of a dog waste bin along Moor Lane. Cllr P. Dutton also proposed replacing damaged bins and replacing some of the larger bins with smaller bins with lockable lids, to discourage the disposal of larger-than-necessary bags of waste.
It was **RESOLVED** that a total of five dog waste bins would be ordered.
The Parish Clerk reported that no response had been received from Weston-Super-Mare Town Council regarding the siting of dog waste bins within Haywood Village. It was agreed that the Parish Clerk would follow this up with District Cllr W. Jones to establish whether he could assist with the matter.
- **Scout Hut Fire & Risk Assessments Quotes** - Councillors considered the quotations received of £350.00 and £1750.00 +VAT.
It was **RESOLVED** that the Parish Clerk instruct the contractor who provided the quotation of £350.00 to proceed with the works.
- **Willows in Springwood Fields** – Cllr G. Barry declared an interest in this item as Earl Coates, whose property is situated behind the football fields, is her father.
Cllr P. Dutton explained that the willows at the northern end of Springwood Football Fields require lopping, following a meeting with resident and property owner Earl Coates.

Cllr P. Dutton is due to meet with local contractor Ward Tree Surgeons on site to obtain a quotation for the required works.

• **Remedial Work for Elmhurst & Springwood** - It was noted that the GB Sports quotation for the remedial works had been approved under agenda **item 26.68.b**.

Action Taken Under Delegated Powers

• **Tree Cutting – Millennium Green** – The instruction to cut back trees near the boundary, overhanging the front drive and rear garden of No. 2 Windmill Hill, at a cost of £390.00 + VAT, was noted. It was confirmed that the work will take place at the end of October.

• **Weed Killing – Des Phippen Park** – The cost of £65.00 for weed killing of the paths at Des Phippen Park was noted.

• **Replacement Dog Waste Bin – Church Lane** – The order for a replacement dog waste bin to replace the damaged bin at Church Lane, at a cost of £242.69 + VAT, was noted.

26.76. Report of Councillors (For Information Only and Items for Future Agendas)

- **Parish Council Marquee** – Cllr P. Dutton raised the issue of the Parish Council marquee having required drying out in the Scout Hut for approximately a month following its use at Hutton Parish Festival Week. It was noted that the Parish Council does not have the resources to manage future loans of the marquee.
- **Community Resilience** – Cllr L. Eddins noted that North Somerset Council has produced information relating to community resilience and suggested that relevant information could be shared on the Parish Council website and social media.
- **Dog Waste Signs – Moor Lane** – Cllr P. Dutton asked Cllr L. Eddins to follow up with North Somerset Council regarding the provision of “Pick Up Your Dog Waste” signs for Moor Lane.
- **Viper Sighting – Moor Lane** – Cllr G. Barry reported that a resident had spotted a viper on Moor Lane and suggested that awareness of the sighting be raised.
- **Planning Matters** – Cllr A. Sills raised two planning matters for follow-up:
 - The garage plot next to the former Post Office
 - Grange Farm planning application
- **Horticultural Society** – Cllr K. McCulloch reported on a recent meeting with the Horticultural Society within the parish. It was discussed whether the Parish Council could potentially ring-fence the Society’s funds while they consider the future of the organisation. A further meeting is due to take place in January.

26.77. Date of the next meeting(s):

Parish Council Meeting 2nd November 2026, 7pm in the Legion Room, Hutton Village Hall

Parish Council Meeting 7th December 2026, 7pm in the Legion Room, Hutton Village Hall

The Chairman closed the meeting at 9:52pm

.....Chairman

.....Date