



Hutton Parish Council

Incorporating Elborough, Hutton and Woodside

Sophie Hooker - Hutton Parish Clerk

12 Hutton Hill, Hutton, North Somerset BS24 9SY - Monday to Thursday 10am-3pm

Email: Clerk@huttonsomerset.org.uk - Tel: 07415 925756 - www.huttonsomerset.org.uk

Wednesday 1st July 2026

To: Chairman: P. Dutton

Councillors: M. Dunkley (Vice Chair), L. Eddins, K. McCulloch, & A. Sills

District Councillor: M.Soloman

You are summoned to attend a Meeting of Hutton Parish Council, to be held in the Legion Room, Hutton Village Hall on Monday 6th July 2026, commencing at 7pm when the following business will be transacted.

***Statutory Notice:** Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, and any disability), Crime and Disorder, Health and Safety at Work & Human Rights.*

Sophie Hooker - Parish Clerk & RFO

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.

A G E N D A

26.32. Tribute to Cllr Terry Porter

26.33. To receive Apologies for Absence

26.34. Declarations of Interest on any agenda items

26.35. Co-option of Parish Councillors

- a. To consider the application received from Georgina Barry for co-option to the Parish Council
- b. To resolve whether to co-opt Georgina Barry as a Parish Councillor
- c. To consider the application received from Paul Taylor for co-option to the Parish Council
- d. To resolve whether to co-opt Paul Taylor as a Parish Councillor

26.36. Hutton Parish Clerk

- a. To consider the end of the Probation period
- b. To resolve to continue with the Clerk's Contract of Employment

26.37. To approve and sign as a correct record the Minutes of the Annual Meeting of Hutton Parish Council held on Monday 1st June 2026

26.38. Matters arising from those Minutes and Action Tracking

- Electronic Traffic Signs – Cllr L.Eddins

- 20MPH Repeater Signs – Parish Clerk S.Hooker
- Stone Barrier located end of Moor Lane – Cllr L.Eddins & Parish Clerk S.Hooker
- Hutton Hill Wall Inspection – Cllr L.Eddins & Parish Clerk S.Hooker
- Parish Notice Boards – Cllr K.McCullouch
- Footpaths and Hedges – Cllr P.Dutton & Parish Clerk S.Hooker

26.39. Reports from Working Parties/Committees/Representatives

- Scout Hut
- Open Spaces
- Hutton in Bloom
- Hutton Dabaso Twinning Association
- Hutton Parish Festival 2026
- Allotments
- Hutton Village Hall
- Hutton Parish News (July Edition)

26.40. Reports from Outside Bodies/Conferences/Training – this item is an opportunity for Councillors to feedback on meetings or training they have attended. Where practicable, written reports will be provided.

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

South West in Bloom Judging Day – 15 July 2026, 10.00am, Hutton Village Hall Coffee Morning

26.42. Financial

- To receive and note income received during Quarter 1
- To receive and note the Quarter 1 Budget Monitoring Report (Budget vs Actual Expenditure)
- To receive and note an update on VAT reclaims submitted for Quarter 1
- To receive and note bank balances and reserves as at 30th June 2026
- To retrospectively approve the following items of expenditure incurred since the last meeting:

	Payment Ref	Total	VAT
51	Website Hosting	£19.20	£3.20
52	Parish Clerk Salary May	£1,479.69	£0.00
53	Dog Bin Staffing - May	£468.40	£0.00
54	Churchyard Maintenance MAY	£296.24	£0.00
55	Handyman Wages - MAY	£110.38	£0.00
56	Village Orderlies - MAY	£1,120.57	£0.00
57	Scout Hut Cleaning Salary	£150.00	£0.00
58	IT Services May	£189.65	£31.61
59	HVH Hire May	£90.00	£0.00
60	D/D for Water - May	£53.00	£0.00
61	May Contractor Services - Mr.B.Poole	£500.00	£0.00
62	EOY Internal Audit 2026	£250.00	£0.00
63	NS Agricultural Drainage Rates	£11.96	£0.00
64	Bank Charge 3 April - 1 May 2026	£18.20	£0.00
65	Bank Charge 28 Feb - 2 April 2026	£17.85	£0.00

	Payment Ref	Total	VAT
74	Electricity 24 Apr - 17 May	£77.28	£3.68
75	St Marys field Electric	£25.00	£0.00
76	Hedge Trimming (Feb 26)	£499.20	£83.20
77	Replacement Dog Bin	£295.80	£49.30
78	Fuel Expenses - RS	£52.09	£8.68
79	IT Services June	£189.65	£31.61
80	Annual Playground Inspections	£228.00	£38.00
81	Battery Charging	£6.00	£0.00
82	Website Hosting	£19.20	£3.20
83	Elmhurst Park - roundabout & gate repair	£580.80	£96.80
84	Scout Hut Cleaning	£120.00	£0.00
85	Hutton in Bloom Contractor for repairs	£525.00	£0.00
86	Hutton Village Hall Hire June	£90.00	£0.00
87	Parish Clerk Salary June	£1,512.17	£0.00
88	Dog Bin Salary June	£419.82	£0.00

66	Cordless Angle Grinder	£29.95	£4.99	89	Churchyard Maintenance June	£448.12	£0.00
67	British Gas Bill	£207.80	£9.89	90	Handyman Salaries June	£204.70	£0.00
68	Grass Cutting	£565.68	£0.00	91	Village Orderlies June	£1,087.32	£0.00
69	Bradfords	£23.76	£0.00	92	PATA Payroll Services Apr/May/Jun	£231.45	£0.00
70	WFH Allowance and PC Phone	£36.00	£0.00	93	HMRC PAYE TAX & NI Quarter 1	£1,941.08	£0.00
71	EDF - St Marys Field Electric	£1,274.00	£0.00	94	Hutton in Bloom Plants	£1,087.77	£181.29
72	Refuse & Recycling NSC	£566.28	£0.00	95	Hutton Village Hall Hire 30th June	£40.00	£0.00
73	ALCA & NALC Subscription Fee	£806.82	£0.00	96	Scout Hut Deposit Return	£50.00	£0.00

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

Request to Discharge Conditions 3 (Contamination), 4 (Surface Water Drainage) and 8 (Hard and Soft Landscaping) on application

Land At Junction Of Broadway Oldmixon Road Weston-super-Mare

Ref. No: **26/P/1049/AOC** | Received: Tue 19 May 2026 | Validated: Sun 14 Jun 2026 | Status: Registered

Determination Deadline: Sun 09 Aug 2026

Certification of Lawful Development for the change of use of existing dwelling to form a 5-unit HMO. Works to include the erection of a single storey rear infill extension, removal of existing asbestos roof and modular panel building.

Farm House 65 Oldmixon Road Weston-super-Mare BS24 9PD

Ref. No: **26/P/1277/LDP** | Received: Wed 17 Jun 2026 | Validated: Wed 17 Jun 2026 | Status: Registered

Determination Deadline: Wed 12 Aug 2026

26.44. Report of the Chair

26.45. Report of the Parish Clerk

Information Items/Correspondence Received/Decision Items

- Hutton Crime Stats
- Church Lane Footpath to Oldmixon Road
- Green Waste from Open Spaces
- Scout Hut online availability Calendar
- The AGAR for 2025/26 has been submitted by the former Parish Clerk, Mr Bruce Poole
- All policies adopted at 1st June meeting available to view on the website
- EDF fixed tariff for 1 year (review April 2027)
- Football Club Events
- Moor Lane Bus Stop
- Hutton in Bloom Insurance and Risk Assessments

Action Taken Under Delegated Powers

- Approved purchase of a Cordless Angle Grinder for £29.95, to be kept with Rich Sully
- Approved the purchase of a replacement clock for the Scout Hut (£4.99)
- Approved purchase of card and flowers by the Chair for Mrs Jan Porter

26.46. Report of the North Somerset District Councillor (if present)

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

26.48. Date of the next meeting(s):

- Parish Council Meeting 14th September 2026, 7.00pm in the Legion Room, Hutton Village Hall
- Parish Council Meeting 5th October 2026, 7pm in the Legion Room, Hutton Village Hall