



Hutton Parish Council
Incorporating Elborough Village Woodside and Foxglove Meadows

Bruce Poole Parish Clerk

Rooftops 10 South Street Burnham-on-Sea Somerset TA8 1BS

Monday to Thursday – 10.00 am to 1.00 pm and 2.00 pm to 4.00pm

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

MINUTES

Minutes of a Meeting of Hutton Parish Council on Monday 2nd February 2026 that was held in The Legion Room of Hutton Village Hall Hutton that commenced at 7.00 pm when the following business was transacted.

PRESENT: P Dutton (Chairman) Cllrs M Dunkley K McCullouch A Sills together with the Parish Clerk B Poole.

25.100 Apologies

Cllrs L. Eddins N Max and T Porter

25.101. Code of Conduct.

25.102 To approve the Minutes of a Meeting of the Parish Council held on Monday the 5th January 2026

Minutes of the Meeting of the Parish Council held on Monday 5th January 2026 that had been previously circulated were taken as read approved as a correct record and signed as such by the Chairman.

25.103 Matters arising from those Minutes for Information purposes only

- 1. Cradle Swing Repair - completed**
- 2. New Dog Bin installation- completed**

25.104. Chairman's Announcements

Following the announcement of the Clerk's retirement at the end of March, adverts had been produced and placed on the PC website, PC social media and PC noticeboards. The cutoff date for applications is 9th Feb 26. Interviews are planned for 16th Feb 26. To date 3 Parish Council Clerk Job Applications had been received. The recruitment and interview working group will meet after the cutoff date to review the candidates for interview and take the next steps.

25.105 Planning

No planning applications received.

25.106. Resolutions.

- 1. To note the receipt of the Income versus Expenditure for the 3rd Quarter 2025-2026**
Noted

- 2. To note the correspondence from Mr C Barwell Executive Headteacher.**

Noted The Correspondence from the Executive Headteacher of Hutton School with concerns about potentially dangerous traffic around the school was discussed. Cllr Dutton reported that District Ward Cllr Porter had responded back to the School with proposals from North Somerset Council to help alleviate the traffic issues near to the School entrance. District Ward Cllr Porter had arranged for the proposals to be sent to the School, Hutton Village Hall, the Parish Council and nearby affected residents. **District Ward Cllr Porter had informed the school and the Parish Council that he was to arrange a meeting with the School and Parish Cllrs to discuss the North Somerset Council proposal.**

- 3. To note a VAT Refund in the sum of £6459.19**

Noted

25.107 Financial

To retrospectively approve the following items of expenditure:

(312)	Hutton Village Hall	Hall Hire	90.00	
(313)	Ionos	IT	16.00	3.20

(314)	GB Sports	Inspection	40.00	8.00
(315)	Jimmy	Hall Deposit Refund	50.00	
(316)	Mrs McCullouch	Scout Hut Cleaning	105.00	
(317)	Mr B Poole	Home Working	66.00	
(318)	British Gas	Scout Hut – Gas	290.93	14.54
(319)	Mr M White	Expenses	15.00	
(320)	Nat West Bank	Bank Charges	9.10	
(321)	Scribe	IT	35.00	7.00
(322)	Hiscox Insurance	Monthly D/D	337.20	
(323)	Water2Business	Monthly D/D	53.00	
	Staff	Orderlies	1123.32	
		Handymen	118.07	
		Churchyard	61.05	
		Dog Bins	440.00	
		Parish Clerk	1893.21	
(330)	HMRC	PAYE & NI	967.94	
(331)	Pata UK	Payroll	225.05	
(320)	GB Sports	Cradle Seat Repair	114.00	
(333)	Arien Signs	Notice Board Keys	12.00	7.20
(334)	The Workplace Depot	Dog Bin	99.99	20.00
(335)	Microsoft	IT	104.99	
(336)	British Gas	Scout Hut – Electricity	97.81	4.89

Retrospectively Approved

25.108. Working Groups Reports

(a) Scout Hut

(b) A Meeting with the Scout Groups was due to take place the next evening.

Resolved to accept the quote of £7,000 for the roof repairs.

(c) Open Spaces

It was noted that the Scout Leaders were not now able to assist with clearing of the Des Phippen Park pond and as such it will now be necessary to secure some local volunteers to assist.

It was **agreed** that the proposals recently received from Hutton Football Club for the replacement of patio slabs and the potential building of a pergola could now proceed (subject to planning permission, if required).

It was noted that the weekly Play Area checks were now being conducted by Cllr Max (Springwood) and Cllr Eddins (Elmhurst).

(d) Hutton in Bloom

Noted that the summer bedding plants had been ordered with Glendale

(e) Communications

It was noted that the need to update the PC website still existed. It will now take a lower priority due to the higher priority given to the recruitment of a replacement Parish Clerk. It was **agreed** that the update of the PC website will be addressed with the new Clerk following the handover/takeover period.

25.109. Correspondence

1	Job Applications	BP
	Three received	
2.	Town & Parish Digest	C
3.	To consider a request from Hutton PCC	C
4.	To note the receipt of the Scout Hut Inspection Report	C
5.	ALCA – Training Diary	C
6	Hutton School - see Resolution 2	

25.110 Matters for Report purposes only

1. Councillors

A Sills

A successful Wassailing Event was held. Questions were asked relating to the non-return of 300 pint mugs that had been loaned to Hutton-Dabaso Twinning Association.

K McCullouch

Noted that he was investigating the replacement of two notice boards.

It was also noted that he was representing the Parish Council at Hutton Village Hall User Meetings.

P Dutton

Reported that North Somerset Council work to complete the 20 MPH Gateway (Entry Treatments) on Old Mixon Road and Hutton Hill was due to be commence on 23rd Feb for 5 nights between the hours of 1900 – 2359hrs. It was **agreed** that information was to be placed on the PC website and PC Facebook and PC Notice Board for parishioners.

Reported on correspondence from North Somerset Council (NSC) regarding Public Rights of Way (PROW). It was **agreed** that PROW problems should be reported to the Parish Clerk, for forwarding on to NSC.

2. Parish Clerk

It was **agreed** that that Locking Parish Council should be advised that Hutton PC would accept the date of the 27th February for a proposed joint meeting.

25.111 Date Place of the Next Parish Council Meeting – Monday 2nd March 2026 in the British Legion Room – commencing at 7.00pm