



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

8th September 2026

To: Chair: P. Dutton

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

District Councillor: Mike Solomon

You are summoned to attend a Meeting of Hutton Parish Council, to be held in the Legion Room, Hutton Village Hall on Monday 14th September 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

26.49. To receive Apologies for Absence

26.50. Declarations of Interest on any agenda items

26.51. Co-option of Parish Councillors

- a. To consider the application received from Laura Stringer for co-option to the Parish Council
- b. To resolve whether to co-opt Laura Stringer as a Parish Councillor

26.52. To approve and sign as a correct record the Minutes of the Annual Meeting of Hutton Parish Council held on Monday 6th July 2026

26.53. Matters arising from those Minutes and Action Tracking

- Electronic Traffic Signs – Cllr L.Eddins
- Parish Notice Boards – Cllr K.McCullouch

26.54. Reports from Working Parties/Committees/Representatives

- a. Scout Hut
- b. Open Spaces
- c. Hutton in Bloom
- d. Hutton Dabaso Twinning Association
- e. Hutton Parish Festival 2026

- f. Hutton Parish Festival 2027
- g. Allotments
- h. Hutton Village Hall

26.55. 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.

26.56. To note the training, meetings and events available and agree any attendance (if any).

26.57. Financial

- a. To note receipt of the Precept payment and the Precept Remittance Advice from North Somerset Council
- b. To note the completion of the 2025/26 Annual Governance and Accountability Return (AGAR)
- c. To retrospectively approve the following items of expenditure:

	Payment Ref	Total	VAT
97	Bank Charge Natwest MAY	£9.80	£0.00
98	D/D Hugofox IT Services - REQ REFUND	£143.86	£0.00
99	D/D Water Charges	£89.00	£0.00
100	Handyman Materials	£5.00	£0.83
101	Village Gardening and Maintenance	£262.50	£0.00
102	Gas 6 May - 13 Jun 2026	£156.61	£7.45
103	Parish Grass Cutting	£565.68	£0.00
104	Hutton Parish News Printing	£781.87	£0.00
105	Scout Hut Fire Protection	£797.40	£132.90
106	Family Fun Day Contribution	£800.00	£0.00
107	Woodside Notice Board Install	£91.00	£0.00
108	IT Services & Hosting	£189.65	£31.61
109	Battery Charging	£7.50	£0.00
110	Website Hosting	£19.20	£3.20
111	Parish Clerk Salary July	£1,479.69	£0.00
112	Dog Bins Salary July	£464.31	£0.00
113	Churchyard Maintenance July	£421.41	£0.00
114	Handyman Salaries July	£158.11	£0.00
115	Village Orderlies July	£1,199.56	£0.00
116	Hutton Village Hall Hire July	£90.00	£0.00
117	Litter Picker	£22.38	£3.73
118	PWLB loan repayment	£1,479.73	£0.00
119	Electricity - Scout Hut July	£138.05	£0.00
120	Scout Hut Cleaning July	£135.00	£0.00
121	Fuel Expenses - RS	£50.86	£8.48

	Payment Ref	Total	VAT
122	Bank Charges	£19.95	£0.00
123	Water Charges - D/D July	£89.00	£0.00
124	Scout Hut Floor Repair	£2,750.00	£0.00
125	IT Services	£189.65	£31.61
126	Website Hosting	£19.20	£3.20
127	Gas Bill	£44.44	£2.11
128	Electricity August	£99.34	£4.73
129	Battery Charging	£6.00	£0.00
130	Hutton Classic Car Show Printing	£54.00	£9.00
131	WFH & Phone allowance August	£36.00	£0.00
132	Parish Clerk Stationary	£10.98	£1.83
133	Scout Hut Gas Check	£78.00	£13.00
134	Springwood Gas Check	£138.00	£23.00
135	Parish Clerk Salary August	£1,479.69	£0.00
136	Dog Bin Salary August	£462.59	£0.00
137	Churchyard Maintenance August	£362.92	£0.00
138	Handyman Salaries August	£138.31	£0.00
139	Orderly Wages August	£1,171.94	£0.00
140	Parish Festival Marquee Hire	£7,360.22	£1,226.70
141	Cleaning Expenses for Scout Hut	£41.49	£6.92
142	Scout Hut/HPN/Flowers - Expenses P.Dutton	£21.27	£0.00
143	Bank Charges - Natwest	£11.00	£0.00
144	Village Hall Hire August	£90.00	£0.00
145	Water Charges August	£89.00	£0.00
146	External Audit Fee 2026	£504.00	£84.00

26.58. To consider and comment upon the following planning applications (if any).

Proposed erection of a single storey rear extension and replacement of existing front canopy porch with new.

Courtlands 28 Main Road Hutton Weston-super-Mare BS24 9QH

Ref. No: **26/P/1659/FUH** | Received: Tue 11 Aug 2026 | Validated: Tue 11 Aug 2026 | Status: Registered

Determination Deadline: Tue 06 Oct 2026 | Consultation Deadline: Thu 10 Sep 2026

Proposed renovation of the existing dwelling to include; demolition of the existing carport and existing extensions and proposed erection of a replacement two-storey side extension and rebuilding of the existing single-storey sunroom together with associated internal and external works.

Chestnut Cottage 11 Canada Coombe Hutton Weston-super-Mare BS24 9US

Ref. No: **26/P/1559/FUH** | Received: Mon 27 Jul 2026 | Validated: Mon 27 Jul 2026 | Status: Registered

Determination Deadline: Mon 21 Sep 2026 | Consultation Deadline: Mon 24 Aug 2026

Proposed erection of a single storey front porch extension following removal of existing canopy.

38 Shadow Walk Elborough Weston-super-Mare BS24 8PH

Ref. No: **26/P/1562/FUH** | Received: Tue 28 Jul 2026 | Validated: Tue 28 Jul 2026 | Status: Registered

Determination Deadline: Tue 22 Sep 2026 | Consultation Deadline: Tue 25 Aug 2026

26.59. Report of the Chair

26.60. Report of the Parish Clerk

Information Items/Correspondence Received/Decision Items

- Hutton Crime Stats
- Hutton Football Club Wedding reception request
- Hutton Football Club Fence request as permitted development
- Hutton Football Club - St Mary's Fields
- Springwood Dog Walking field Fence proposal
- Surplus Parish Council Equipment for disposal
- Springwood Locked Cupboard clear up
- Parish Clerk Annual Leave
- Remembrance Sunday - draft order completed with NSC. Assistance required.
- Newly appointed District Councillor

26.61. Report of the North Somerset District Councillor

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

26.63. Date of the next meeting(s):

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