

The Charltons Parish Council

Minutes of the Annual Parish Council Meeting held on Tuesday 15th May 2025 commencing at 8.00pm in The Reading Room, Charlton Mackrell

Councillors Present: Adam Ware (Chairman), Mike Parsons (Vice Chairman), Susie Crang, Alan Crawley, Kim Williams and Joe Woollorton.

Parish Clerk: Tony Jay

In attendance: Somerset Councillor Stephen Page and two members of the public

Public Questions and Comments.

A parishioner asked whether the Community Plan published in 2017 should be refreshed. This was discussed under minute number 25/52.

Somerset Councillor report.

The following is a summary of the report Councillor Page gave to the meeting.

Somerset Unitary Council is now two years old and is starting to come together after a challenging start due to the task of bringing the former County Council and five District Councils into one authority. Unfortunately, there are still slow response times to people trying to contacting the council.

There have been a number of Somerset Council achievements including a balanced budget for 2025-26, a roll out of environmentally friendly electric busses, the new slinky bus service, improved Children's Services and pioneering work being done in Adult Social Care. There is an urgent need for more people to apply to become foster parents.

Challenges ahead include Local Council Network activities planning issues, enforcement and setting a budget for 2026-27. Four new enforcement officers are being appointed to deal with unpaid s106 contributions, planning enforcement and fly-tipping enforcement.

Changes are being considered in the way the Somerset Councillors are elected. The Boundaries Commission will be reporting in the summer following consultations. The total number of councillors is likely to be reduced from 112 to 96, with a single councillor for each division. This will make councillors more accountable. It is possible that The Charltons will be included in a larger division area including Ilchester. Parishioners are encouraged to give their views to Councillor Page at stephen.page@somerset.gov.uk

Questions were put to Councillor Page who provided these answers:

There are no plans to close Somerton Library as it is being run by volunteers.

A community police contact phone number should be made available to the public. Current burglary targets are garden sheds and garage, not dwellings.

25/38 To consider the election of the Chairman of the Council to serve until May 2026 and receive their declaration of office.

It was resolved to appoint Councillor Adam Ware as Chairman.
Councillor Ware signed the declaration of office.

25/39 To consider the election of the Vice Chairman of the Council to serve until May 2026 and receive their declaration of office.
It was resolved to appoint Councillor Mike Parsons as Vice Chairman.
Councillor Parsons signed the declaration of office.

25/40 To receive any apologies for absence.
Apologies were received from Councillor Katie Armstrong.

25/41 To receive declarations of interests.
There were no declarations of interest.

25/42 To approve the Minutes of the PC meeting held on Tuesday 15th April 2025.
It was resolved to approve the minutes.
The Chairman signed the minutes as being a true record of the meeting.

25/43 To receive and note the internal audit report.
The report was received and noted.

25/44 To approve the Annual Governance Statement.
It was resolved to approve the Annual Governance Statement.

25/45 To approve the Annual Accounting Statements.
It was resolved to approve the Annual Accounting Statements.

The date of the Public Rights of inspection of the unaudited Annual Governance and Accountability Return was set as 3rd June 2025 to 14th July 2025.

25/46 To appoint an internal auditor for the 2025-26 financial year.

It was resolved to appoint Paul Russell as internal auditor.

25/47 To note the appointment of Tony Jay as the Parish Clerk.

The appointment was confirmed and noted, and it was confirmed that the Parish Council will retain the General Power of Competence following the appointment of the new clerk.

25/48 To appoint the members of the Personnel Committee.

It was resolved to appoint Councillors Adam Ware, Mike Parsons and Joe Woollorton to the Personnel Committee.

25/49 To appoint Parish Council Representatives for 2025/26.

It was resolved to appoint the following councillors:

- a. Highways and speeding – Councillors Crawley and Parsons.
- b. Footpaths – Councillor Williams

- c. Archdeacon Brymer Trust.
The Parish Councillors invite Bob Adams and Denise Simpson to continue as council appointed trustees.
- d. Youth Services – Councillor Woollorton
- e. Memorial Playing Field and Community Hall – Councillor Ware
- f. Environment – Councillors Crang and Williams
- g. Community Plan

Councillors Crawley and Parsons will carry out research and report to the July council meeting.
- h. Conservation Area – Councillors Crang and Williams.
- i. Flood Relief Measures – All Councillors.
- j. The Community Infrastructure Levy working group will include Councillors Crane and Parsons. Bob Adams and another member of the public to be appointed will sit on the working group.
- k. Website – The Parish Clerk

25/50

To consider councillors responsibilities in the parish.

This was dealt with under the minute 25/49. Plus, a discussion covered responsibilities not raised or covered by 25/49. The subject of Planning, Welham Field and hedge/verge cutting was raised. It was agreed to defer these items to a future date.

25/51

To approve the renewal of the council's insurance policy for 2025-26.

It was resolved to enter into a three-year agreement with Zurich Insurance at a fixed cost of £590.85 per year.

25/52

To consider whether a survey of parishioners should be arranged to collate their views regarding matters relating to the parish.

Following a debate, it was decided that Councillors Crawley and Parsons will carry out research and report to the July council meeting. This is linked to minute 25/29 g.

25/53

To receive an update regarding the Cary Fitzpaine defibrillator.

Councillor Kim Williams carries out the weekly checks. A set of paediatric pads is required. It was agreed that the Clerk should order the pads as soon as possible.

25/54

To receive an update on the repairs to three notice boards.

One notice board has now been refurbished. One is in need of repairs and the third needs refurbishing. All work should be completed by the end of June.

25/55 To approve the following payments.

Payee	Paid by	Details	Net	VAT	TOTAL
PATAS	BACS	Internal Audit 2024-25	£165.00	£0.00	£165.00
Charlton Mackrell Reading Rooms	BACS	Room hire	£46.00	£0.00	£46.00
Somerset Council	BACS	Advertising	£65.00	£13.00	£78.00
Western Web	BACS	Cloud email account	£72.00	£14.40	£86.40
Total			£348.00	£27.40	£375.40

It was resolved to approve the payments.

25/56 To receive councillor reports.

Work continues regarding the registering of Wellham Field as a Parish Council asset with the Land Registry. Proof of tenant payments over a ten-year period needs to be urgently forwarded to the solicitors for onward communication to the Land Registry. The previous Parish Clerk is dealing with this matter.

Councillor Crawley gave the Speed Indicator Device report:

Primrose Hill - The period monitored was between 1st January and 10th February 2025. There was an average of 830 vehicles per day (inbound) and 910 vehicles per day (outbound). The maximum speed recorded was 89 mph which occurred on both 11th January and 20th January. Three vehicle speeds over 70 mph were recorded.

Charlton Adam - The period monitored was between 25th February and 21st April 2025. There was an average of 830 vehicles per day (inbound) and 910 vehicles per day (outbound). The maximum speed recorded was 71 mph which occurred on 29th March. One vehicle speed over 70 mph was recorded.

Charlton Mackrell - The period monitored was between 21st April and 19th May 2025. There was an average of 1,969 vehicles per day (inbound) and 1424 vehicles per day (outbound). The maximum speed recorded was 83 mph which occurred on both 10th May. Six vehicle speeds over 70 mph were recorded.

This report will be a regular agenda item for future council meetings.

The purchase of a new Speed Indicator Device was agreed in April, and this will be bought in the near future.

The Clerk was asked to make contact with Somerset Councillor Tim Kerley to progress the process of applying for a 20 miles per hour speed limit in Charlton Mackrell.

There needs to be agenda item for the June council meeting 'To consider the Parish Council's engagement with the Local Community Network'.

One grit bin is damaged and needs to be replaced. Councillor Wooltorton will send a photo of the bin so that the Clerk can order a new identical one.

Date of next meeting – Tuesday 17th June 2025.

There being no further business, the meeting closed at 9.00pm.

End of minutes.

Signed:

Dated: