

PUXTON PARISH COUNCIL

Puxton & Hewish: in the North Somerset Council Ward of Congresbury & Puxton

Clerk: Donald Hill - 18 Mitford Slade Court, Mendip Road, Yatton, North Somerset BS49 4JG

Tel: 01934 835578 Mobile: 07774 125578 e-mail: clerk@puxtonparishcouncil.org.uk Website: puxtonparishcouncil.org.uk

You are Summoned to a Council Meeting in the Village Hall at 7.30pm on Thursday February 5th 2026

All are welcome, unless precluded by a procedural resolution. You will not be entitled to speak, except within the Public Session

Don Hill - Clerk

AGENDA & AGENDA NOTES

It is expected that members of the public attending Parish Council meetings will be respectful of the Councillors and of all attendees. Unacceptable behaviour will not be tolerated and the offender will be asked to leave. Parishioners will be invited to speak for 3 minutes in the Public Session. Their contribution must be to do with an agenda item or on current matters only and should be in the form of a statement; to be noted and followed up as necessary. It is at the discretion of the Chairman to suspend standing orders so that contributions from the public can be sought during the meeting if it is thought to be useful.

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS *(Dispensations apply to Cllrs re percept setting, and Village Hall matters)*

3. PUBLIC SESSION 15 minutes - contributions limited to 3 minutes: they should be concise and to the point

4. LAST MEETING MINUTES

December 4th 2025 minutes to be agreed and signed.

5. PLANNING *Details at <https://planning.n-somerset.gov.uk/online-applications/>*

i. **New: 25/P/2609/FULL** Manor Farm Solar Farm, Wick Lane, West Hewish.

ii. **Decisions Due:**

a. **22/P/3067/OUT:** Haybow Village (Banwell PC).

b. **25/P/1418/FUL:** (Kingston Seymour PC) Solar Farm at Yew Tree Farm.

c. **25/P/1098/FUL: Dolemoor L Solar Farm** (Congresbury PC).

d. **25/P/1932/FUL:** Flavours North - Change of use to display of retail goods.

Revised to remove container and change Palmers Elm fencing from metal to wood has been.

iii. **Approved:** 25/P/1709/FUL: Stable View change of buildings to Class E (commercial).

iv. **Appeal:** 24/P/0143/FUL - gypsy/traveller site adjacent to Heathfield Park.

6. FINANCE

i. **2025-26 Accounts:** Accounts to be reviewed and reconciled against the bank statement.

ii. **2026-27 Budget:** Precept confirmed by NSC.

iii. **Payments to be approved:**

iv. **Bank Mandate:** **to be processed by Clerk.**

v. **Bank Deposit Account:** An account is now available to run with the charity current a/c.

7. PARISH MATTERS

i. **SpeedWatch:** More volunteers needed. Dates for training awaited.

ii. **Matters re the NSC Highways Portal.** (* = awaiting response or no NSC action):

a. * **Highway Verge Erosion on Puxton Lane:**

- b. * **Wick Lane Request for 30mph Limit:**
- c. * **A370 Central Refuges:** at The Full Quart, Moorland Park, Puxton Lane.
- d. **NSC's 20mph strategy for vulnerable roads:** This revives the plan for Maysgreen Lane and Puxton Village to be 20mph zones. NSC advice, suggests we apply via the Highways Portal. **Clerk will revise original paperwork.**
- e. **Old Post Office Lay-by:** Central Refuge as damaged. **Details need to be established and reported to NSC.**

- iii. **NSC Parish Visits:** NSC Cabinet Member Cllr Mike Solomon will attend this meeting.
- iv. **Wick St Lawrence SID Hire:** Update.

8. GOVERNANCE

- i. **Assertion 10 and email addresses for Councillors:** After the Clerks sessions per iii below, email addresses for all Councillors appear to be a future requirement. The cost - including that already agreed for Cllr Redding - will be £140 per year and will demand that all Council communications take place within these Council owned addresses. ANY communication that is not between these addresses is not the responsibility of the Council within the context of GDPR, Freedom of Information or Subject Access Request enquiries. and any communication that a Councillor sends via a non Council owned address will not be responded to. Each Councillor will need to confirm that they have cleared their devices of all Council related matter that is not via their Council email address. This will absolve the Council from responsibility for GDPR, SAC or FOC enquiry outside the ring-fence of its own email address profile. When a Councillor ceases to be a Councillor they will have 30 days to supply written confirmation that they have deleted all Council related business from their devices. For its own security, best practice advice suggests that PC's would be advised to mandate these rules.
- ii. **ALCA Training Course on Data Protection Principles:** Members to confirm their attendance. Cllr Corbett could not attend but will attend a future course if available.
- iii. **Clerk's 2 Courses re Assertion 10:** These courses have been completed and resulted, among other things, in the fuller information on Council email addresses at i above.
- iv. **ALCA's Essential Councillor Course:** Cllr MacFie to update the meeting.
- v. **Updated Accessibility Statement:** The need for an updated statement via our internet provider, VisionITC was agreed at the January meeting. **Clerk to progress.**
- vi. **Annual Governance Policy Documents Review:** Updated/corrected documents are provided to Members for scrutiny, prior to agreement at the March meeting. An IT policy is included as a requirement of the AGAR 10 assertion. A draft noticeboard policy is presented for consideration re long term noticeboard management, but may be considered 'overkill'.

9. COUNCILLORS' REPORTS

10. PPC COUNCILLOR/NSC ISSUES

11. NEXT MEETING

Thursday 5th March 2026 at **7.30pm** in the Village Hall

PUXTON PARISH COUNCIL INCOME & EXPENDITURE: 1st April 2025 - 31st March 2026 (Precept £12752.00)

DATE	ITEM	BANK		BALANCE	Stmnt	NOTES	GENERAL FUND EXPENSE ANALYSIS										OPERATING FUNDS				
		CH	IN				Clerk	Clk/Cllr	Hall	Parish	Ins/Subs	Pub-	Other	Web	Bank	TOTALS	VAT	Election	Capital	General	Total Op
-2026	Minute						Exp	Hire	Maint	Audit	licity	Costs	Site	Chrgs			Pro	Prov	Fund	Funds	
Apr 1	Funds Bought Forward			13,444.84													2130.14	6401.00	4913.70	13444.84	
	OPERATING BAL B/F			13,444.84	142												2,130.14	6,401.00	4,913.70	13444.84	
Apr 1	ALCA Sub	BACS		116.16	13,328.68	143										116.16			116.16		
	Clerk's Pay & Expenses	SO		355.30	12,973.38	143		321.00	34.30							355.30			355.30		
	Village Hall Hire	SO		22.92	12,950.46	143			22.92							22.92			22.92		
	NSC Precept		6376.00		19,326.46	143										0.00		500.00	1,500.00	4,376.00	
	Bank Charges			5.00	19,321.46	143										5.00	5.00		5.00		
	P Smith Internal Audit 2024-25	BACS		63.00	19,258.46	143	Agrees								63.00			63.00			
				19,258.46												0.00			0.00		
May 1	Clerk's Pay & Expenses	SO		355.30	18,903.16	144		321.00	34.30							355.30			355.30		
	Village Hall Hire	SO		22.92	18,880.24	144			22.92							22.92			22.92		
	Bank Charges			5.00	18,875.24	144										5.00	5.00		5.00		
				18,875.24												0.00			0.00		
Jun 5	HMRC PAYE Apr/Mau/Jun	BACS		240.60	18,634.64	144	Agrees	240.60								240.60			240.60		
	Clerk's Pay & Expenses	SO		355.30	18,279.34	145		321.00	34.30							355.30			355.30		
	Village Hall Hire	SO		22.92	18,256.42	145			22.92							22.92			22.92		
	H Riddell refund Helping Hand Inv			368.99	17,887.43	145										368.99		61.50		368.99	
	Bank Charges			5.00	17,882.43	145	Agrees									5.00	5.00		5.00		
				17,882.43												0.00			0.00		
Jul 3	Village Hall Hire	SO		22.92	17,859.51	146			22.92							22.92			22.92		
	Clerk's Pay & Expenses	SO		355.30	17,504.21	146		321.00	34.30							355.30			355.30		
	No bank Charges after July				17,504.21	146										0.00			0.00		
	Bank Charges			5.00	17,499.21	146	Agrees									5.00	5.00		5.00		
				17,499.21												0.00			0.00		
Aug 1	Village Hall Hire			22.92	17,476.29	147			22.92							22.92			22.92		
	Clerk's Pay & Expenses			355.30	17,120.99	147	Agrees	321.00	34.30							355.30			355.30		
				17,120.99												0.00			0.00		
Sep 4	HMRC PAYE Jul/Aug/Sep			240.60	16,880.39	147		240.60								240.60			240.60		
	NSC Precept		6376.00		23,256.39	147	Agrees									0.00		500.00	1,500.00	4,376.00	
	Clerk's Pay & Expenses			355.30	22,901.09	148		321.00	34.30							355.30			355.30		
	Village Hall Hire			22.92	22,878.17	148			22.92							22.92			22.92		
	ICO annual fee			47.00	22,831.17	148	Agrees								47.00			47.00			
				22,831.17												0.00			0.00		
Oct 2	Clerk's Pay & Expenses			355.30	22,475.87	149		321.00	34.30							355.30			355.30		
	Village Hall Hire			22.92	22,452.95	149	Agrees		22.92							22.92			22.92		
				22,452.95												0.00			0.00		
Nov 6	Village Hall Hire			22.92	22,430.03	150	Agrees		22.92							22.92			22.92		
	Clerk's Pay & Expenses			355.30	22,074.73	150		321.00	34.30							355.30			355.30		
				22,074.73												0.00			0.00		
Dec 4	HMRC PAYE Oct/Nov/Dec			240.60	21,834.13	150		240.60								240.60			240.60		
	Vision ITC			199.76	21,634.37	150	Agrees								199.76	199.76		33.29		199.76	
	Village Hall Hire			22.92	21,611.45	151			22.92							22.92			22.92		
	Clerk's Pay & Expenses			355.30	21,256.15	151	Agrees	321.00	34.30							355.30			355.30		
				21,256.15												0.00			0.00		
	ALCA Training Col Q			132.00	21,124.15	RT									132.00				132.00		
	Clerk's Pay & Expenses			355.30	20,768.85	RT		321.00	34.30							355.30			355.30		
	Village Hall Hire			22.92	20,745.93	RT	Agrees		22.92							22.92			22.92		
				20,745.93												0.00			0.00		
				20,745.93												0.00			0.00		

RT in the Statement Col = Recent Transaction per online statement