

PITMINSTER PARISH COUNCIL

To Cllrs: Chapman, Garland, Neale, Threlfall, Burnett, Ford, Lewis and Reisner.

Dear Councillors,

You are summoned to attend the next meeting of Pitminster Parish Council to be held in Angersleigh Village Room on Thursday 22 January 2026 commencing at 7pm for the purpose of transacting the following business:

Richard Tyzack
Clerk to Pitminster Parish Council
Wednesday 14 Jan 2026

Cllr Wakefield, Henley, please send any reports to Clerk for sending to councillors.

Meetings and the public

Members of the public and press are welcome to attend any of the Council's Full Council or Committee meetings and listen to the debate. All agendas, reports and minutes can be viewed on the Council's website

www.pitminsterparishcouncil.org.uk Before the meeting, the Chair may allow a public session to enable people to ask questions of the Council and make comments, in accordance with Standing Orders 1c. Questions are directed to Council and should be restricted to matters on the agenda. Members of the public are not to verbally abuse or harass a member of the Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting. Members of the public are asked to restrict their comments, and/or questions to three minutes.

PUBLIC PARTICIPATION

AGENDA

1. APOLOGIES

To receive and approve apologies for absence including reasons given (Local Government Act 1972 s85 (1)) - please can Members give any apologies by email or telephone by 5pm of the day of the meeting.

2. DECLARATIONS OF INTEREST AND REQUESTS FOR ANY DISPENSATIONS

For Members to declare any interests they may have on items on the agenda and agree any dispensations to stay (Pitminster Standing Orders 2012).

3. SOMERSET COUNCILLOR REPORTS

To receive any reports.

4. PLANNING APPLICATIONS FOR OBSERVATIONS

- None.

5. PLANNING ENFORCEMENT

To receive any planning enforcement items.

6. PARISH COUNCIL MINUTES THURSDAY 20 November 2025.

To receive the minutes of the previous Council meeting as a correct record and signed by the Chair (Local Government Act 1972 Sch 12).

7. TREE PROTECTION ORDER

At last meeting a request was made for this to be on the Agenda.

8. COUNCILLOR TASKS

To resolve the distribution of other tasks.
Clerk will post the list of duties on the website.

9. COUNCILLOR AND COUNCIL EMAIL ADDRESSES

Following an online Training session with SALC. The Council must comply with .org for the website and the Clerk email. Council complies with this. Email addresses for Councillors is at present not law but recommended (it will be required sooner than later). This can be organised through a website provider. The cost will be about £220+VAT per year. To resolve.

10. PRECEPT

To agree the budget for this year. Have allowed for the following extras
Budget for two new Grit Bins. (£160)
Budget for maintenance of Bus Shelters. (£300)
Budget for new Noticeboard. (£150).

11. GRANTS S137

To agree whether to make a grant to any Charities? There is £60 in the budget.

12. PARISH HOUSING DETAILS

To receive a report on the updating of the above from Cllr Garland.

13. LITTER PICK

To agree a date.

14. ANGERSLEIGH VILLAGE SIGNS

To receive an update from Cllr Threlfall. CiL money can be used for this.

15. NEXT AGENDA

To receive any items for the next Agenda.

16. FINANCE

To receive the bank statement and reconciliation. £15871.18
To receive and resolve to authorise the Clerk to make the following payments online from the Lloyds Bank Account.

• Angersleigh Village Room Hire (Jan)	£20.00
• Clerk Salary 3 months Oct Nov Dec	£2021.70
• Clerk Expenses 3 months	£57.35
• HP Ink 3 months	£18.47
• BT Broadband/landline 3 months	£130.83
• Clerk paid for Royal British Legion (poppy wreath)	£20.00
• SALC Training Code of Conduct x 2	£50.00
• SALC Training Responding to Planning App	£35.00
• SALC Training Annual Gov Statement	£25.00
• SALC Training Councillor Essentials x2	£50.00
• Mr Whatmore Parish Email (2 months)	£20.00
• Clerk Room Use	£104.00

17. Close of meeting and confirm date of next Council meeting as Thursday 19 February 2026.