

## CHAPEL ALLERTON PARISH COUNCIL

Minutes of Chapel Allerton Annual Parish Council meeting held at 7.30pm on Wednesday 13<sup>th</sup> of May 2026 in the Old School Room, Stone Allerton. BS26 2NL.

Present: Cllrs Blakemore, Wallach, & Griffin

In attendance: S Millard-Jones – Clerk, & two members of the public.

Cllr Blakemore chaired the meeting.

- 01/05/26 To elect a Chairman & Vice Chairman (R)** Declaration of Acceptance of Office  
It was **resolved** to elect Cllr Blakemore as Chair and Cllr Wallach as Vice Chair. Declaration of Acceptance of Office were signed by both.
- 02/05/26 To receive apologies for absence:**  
Cllr Williams & John Crosby.
- 03/05/26 To receive declarations of personal/prejudicial/disclosable pecuniary interests.**  
None.
- 04/05/26 To approve Minutes of the Parish Council Meeting** held on 30<sup>th</sup> March 2026.  
The minutes of the meeting of the Parish Council on the 30<sup>th</sup> of March 2026 having been previously circulated, were taken as read. It was **resolved** that the minutes were approved.
- 05/05/26 Casual Vacancy (R)** To consider applicants  
It was **resolved** to co-opt Mr John Halliwell to the Parish Council. The Declaration of Acceptance of Office was signed.
- 06/05/26 Somerset Council report**  
Available on the website.
- 07/05/26 Planning Applications: (R)**  
None
- 07/05/26 Old School Room (R)** To consider any updates  
Update given at the Annual Meeting of the Parish.
- 08/05/26 Ashton Windmill (R)** To consider any updates  
Update given at the Annual Meeting of the Parish.
- 09/05/26 Footpaths Officer Report**  
Update given at the Annual Meeting of the Parish.
- 10/05/26 Chair report**  
No report.
- 11/05/26 To re-adopt the LGA Code of Conduct** and to confirm that summons, agendas and other documents will be accepted by email as proper service **(R)**  
It was **resolved** to readopt the LGA Code of Conduct 2021 and to confirm that summons, agendas and other documents will be accepted by email as proper service.
- 12/05/26 To consider & confirm continuation of annual subscriptions to SALC & SLCC**

It was **resolved** to continue the annual subscriptions to SALC and SLCC.

**13/05/26**      **To consider and confirm that the council is insured.** The Clerk had sought three quotes.  
It was **resolved** to continue with Zurich as a provider.

**14/05/26**      **To note that all policy documents are published on the Chapel Allerton Parish Council website.**  
It was noted that all policies are available on the Chapel Allerton Parish Council website.

**15/05/26**      **To re-adopt Financial Regulations and Standing Orders (R)**  
It was **resolved** to re-adopt Financial Regulations and Standing Orders.

**16/05/26**      **To record by Minute of Council that the conditions of the General Power of Competence are satisfied (R)**  
GPC remains with the Parish Council until the next elections.

**17/05/26**      **To note that Clerk passwords are held in a sealed envelope accordance with Financial Regulations 6.11**  
The Chair was given the envelope.

**18/05/26**      **Finance (R)**

**a) Approval of Payments & Receipts (R)**

| To whom         | Description          | Net | VAT | Total    |
|-----------------|----------------------|-----|-----|----------|
| S Millard-Jones | Salary/expenses/HMRC |     |     | £ 364.11 |
| S Millard-Jones | Laptop               |     |     | £ 599.00 |
| SALC            | AI Training          |     |     | £45.00   |
| SALC            | Affiliation fee      |     |     | £187.78  |

**b) Approval of the bank reconciliation**

30<sup>th</sup> April: £27,416.44

**19/05/26**      **Admin/website:**  
No update

**20/05/26**      **Correspondence:**  
Lauren Foyle, Manager of Dementia Services at Age UK Somerset, is applying for funding for a new *Dementia Wellbeing and Connection Project* in Sedgemoor and is asking the Parish Council Chair to provide a short letter of support. The project includes a Dementia Choir, a Cognitive Stimulation Therapy group in Bridgwater, and a new volunteer-led home-based iCST service for people unable to attend groups. These activities aim to improve wellbeing, reduce isolation, and address gaps in dementia support—particularly around transport and rural access identified by the Somerset Dementia Partnership. The funder has asked for stronger evidence of local need, so a supportive paragraph from the parish council highlighting local need, the importance of dementia support, and the value of accessible community services would be very helpful.  
Councillors didn't feel there was the resource in the village or a demand to facilitate the request.

**21/05/26**      **Road closures:**

**22/05/26**      **Items for next agenda:**

- Meeting protocol - Remove democratic 15 mins at start
- 8<sup>th</sup> June – Cllr Griffin to request a booking with the Church.
- Cricket club grant
- Add/remove signatories

**2026 Meetings:** 8<sup>th</sup> June / 13<sup>th</sup> July / 14<sup>th</sup> September / 12<sup>th</sup> October / 9<sup>th</sup> November / 14<sup>th</sup> December

Meeting closed: 8.06pm

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Chair signature and date