

CHAPEL ALLERTON PARISH COUNCIL

Minutes of Chapel Allerton Annual Parish Council meeting held at 7.30pm on Monday 29th of June 2026 in the Chapel Allerton Church, Front Street, Chapel Allerton BS26 2PH.

Present: Cllrs Williams, Halliwell & Griffin

In attendance: S Millard-Jones – Clerk, SC Cllr Filmer, John Crosby & two members of the public.

Cllr Griffin chaired the meeting.

01/06/26 To receive apologies for absence:

Cllr Blakemore & Wallach.

02/06/26 To receive declarations of personal/prejudicial/disclosable pecuniary interests.

None.

03/06/26 To approve Minutes of the Parish Council Meeting held on 13th May 2026.

The minutes from the meeting of the Parish Council on the 13th of May 2026 having been previously circulated, were taken as read.

04/06/26 Meeting Protocol (R) To review public participation process

Historically Chapel Allerton Parish Council have had a democratic 15 minutes at the start of the meeting. Recently, the public participation has become detrimental to the meeting. Advice from SALC is to ask public for their comments at the start of the meeting, each being allowed 3 minutes, up to a maximum of 15 minutes.

It was **resolved** to adopt this updated protocol.

05/06/26 Somerset Council report

Available on the website

06/06/26 Planning Applications: (R)

15/26/00002/DT Change of use from holiday let into 1 No. dwelling with demolition of barn and associated sheds and redevelopment of the site to extend the building, including formation of a first floor, and erection of an ancillary carport/garage. Brook House Barn, New Road, Chapel Allerton, Axbridge, BS26 2PA.

It was **resolved** to support.

15/26/00003/ROR Remove 1No. Plum (T1. Orchard House, Front Street, Stone Allerton, Axbridge, Somerset, BS26 2NN.

It was **resolved** to support the tree officer's recommendation.

15/25/00014 Application to determine if prior approval is required for a proposed: Change of Use of Agricultural Buildings to 7No. Dwellinghouses (Use Class C3) and associated building operations. Ashton Farm, Ashton, Wedmore, BS28 4QE. Submitted to Planning Inspectorate.

No further comments.

Planning Decisions:

None

07/06/26 Old School Room (R) To consider any updates

The Chair of the OSR Committee updated that the plastering and painting has been done. Work looking to be completed by mid-July. Work is coming in around £5,000 under budget.

No further correspondence has been received regarding the lease.

- 08/06/26 Ashton Windmill (R)** To consider any updates
Nothing to report.
- 09/06/26 Footpaths Officer Report**
John Crosby gave the following report:
I'm pleased to say there is currently nothing significant to report with regards to designated public footpaths & bridleways in our Parish. I have, nevertheless, spent quite a few hours cutting back vegetation, particularly at gateways and stiles, and putting up and/or painting footpath signs. I encourage as many walkers as possible to go use our paths and bridleways as often as possible; many footsteps will keep a pathway open. Better still, take some secateurs along with you to cut back vegetation from signs, stiles and gates. Many hands make light work of keeping our lovely paths in good order! For those interested, this link might be useful <https://roam.somerset.gov.uk/roam/Map>
Lastly, feel free to contact me if you've any public footpath/bridleway issue which you'd like to bring to my attention. My contact details are in the Village Directory, towards the end of the Allerton News, within the Allerton Parish Council section.
- 10/06/26 Chair report**
No report.
- 11/06/26 30mph (R)** To consider next steps
Cllr Griffin asked members about that might work within the village. A general consensus is that the new 30mph limit is working. The problem is from the 30mph into the 60mph which has seemed to encourage driving speed to increase.
Clerk to contact the contractor that currently manages various SIDS in the area. –Cllr Filmer to provide contact details.
John Crosby to review suitable poles.
- 12/06/26 Grants (R)** To consider applications
It was **resolved** to approve the Grant application for the benches. To allocate this expenditure to CIL funds.
- 13/06/26 Biodiversity (R)** To nominate a representative
To advertise in the Allerton News for people to volunteer themselves.
- 14/06/26 Local Plan Consultation (R)** To consider a response
To include in the Allerton News.
- 15/06/26 Audit (R) AGAR.**
a) **To receive & approve the annual internal audit report.**
It was **resolved** to receive & approve the annual internal audit report.
b) **To note the Internal Audit Actions**
 - Website Accessibility statement – corrupt file. Updated with 2026 Accessibility Statement.
 - Quarterly review against budget required
 - VAT reclaim not seen. Claimed in February 2026 £110.
 - Need to update Model Publication Scheme & Data Protection Policies
 - Data Audit & IT policy required
c) **To note The Certificate of Exemption**
The Certificate of Exemption to be submitted and placed on the website
d) **To approve Annual Governance Statement for Audit 2025/26**
It was **resolved** to approve Annual Governance Statement for Audit 2025/26
e) **To approve the Accounting Statement for Audit 2025/26**
It was **resolved** to approve the Accounting Statement for Audit 2025/26
- 16/06/26 Finance (R)**
a) **Approval of Payments & Receipts**

To whom	Description	Net	VAT	Total
S Millard-Jones	Salary/expenses/HMRC			£ 252.12
SALC	Planning Training			£45.00
Zurich	Insurance premium			£327.00

b) Approval of the bank reconciliation

30th of May £26,488.30

c) Add/remove signatories

To update signatory list and to add Cllr Halliwell to the signatory list.

17/06/26 Correspondence: None

18/06/26 Road closures: None

19/06/26 Items for next agenda:
Posts that have been knocked over
Website

20/06/26 2026 Meetings: 13th July / 14th September / 12th October / 9th November / 14th December
Apologies Cllr Griffin

Meeting closed: 8.51pm

Chair signature and date