



BADGWORTH PARISH COUNCIL

✉ clerk@badgworthpc.gov.uk ☎ 07570 812421

Clerk: Mrs Helen Marshall 3 Barrows Park Cheddar Somerset BS27 3AZ

Minutes

Minutes of the Annual Meeting of the Parish Council held on Monday **18th May 2026** at 7pm at Badgworth and Biddisham Parish Hall, Bristol Road, Biddisham.

Present

Cllrs Vining (Chairman), Beynon, McLaren and Shaw. Also in attendance was the Parish Clerk. There were 0 members of the public present.

56/26 Election of the Chairman: Cllr Vining was proposed by Cllr Shaw seconded by Cllr McLaren and unanimously elected.

Resolution: The Declaration of Acceptance of Office was duly signed, and witnessed by the Clerk.

57/26 Election of the Vice Chairman: Councillor Shaw was proposed by Cllr Beynon, seconded by Cllr Vining and unanimously elected.

Resolution: The Declaration of Acceptance of Office was duly signed, and witnessed by the Clerk.

58/26 Apologies: Cllr Mahoney, leave

Resolution: The apology was approved.

Somerset Cllrs Filmer and Grimes had sent apologies as they had to attend another meeting. It was noted that Cllr Spooner had resigned and the notice of the vacancy had been posted.

59/26 Declarations of Interest: None.

60/26 Dispensations: None

61/26 Minutes of the Parish Council Meeting held on Monday **20th April 2026**

Copies having been circulated, the Minutes were taken as read and approved as a true record.

62/26 Somerset Councillor report: Cllr Filmer sent a report which had been circulated.

63/26 The Committees, Groups and Officers of the Council were reviewed.

Resolution: Cllr McLaren will join the staffing committee; Cllrs Beynon and Shaw will join the Budget Advisory Group; Cllrs McLaren and Mahoney will become signatories for bank payments; Cllrs Vining and Mahoney will be LCN representatives.

The Clerk is to arrange a staff meeting for July.

64/26 The policies of the Council, including the Financial Regulations. were reviewed.

Resolution: To adopt the Financial Regulations 2025 as drafted and circulated.

65/26 Resolution: The Financial and Recreation Area Risk Assessment were approved as drafted. Unanimous.

66/26 Resolution: The schedule of **direct debits** for the Council was reviewed and approved being the Information Commissioners Office, data protection registration fee; Axe Brue Drainage Board, drainage rates. Unanimous.

67/26 Resolution: The schedule of **regular payments** was approved: Clerks Salary and Mileage; PAYE and payroll; grass cutting.

68/26 The **expenditure incurred under the power of general competency** was noted as grant payments in 2025/26

69/26 The insurance arrangements: 3 quotes had been requested, the responses were discussed.

Resolution: To award the contract to Zurich for 5 years subject to there being no material change in the schedule.

70/26 Resolution: Subscriptions to other bodies were reviewed and having been considered within the budget were approved as Somerset Association of Local Councils (SALC), Society of Local Council Clerks, CPRE and the Information Commissioners Office. Unanimous.

71/26 The Asset Register

Resolution: The draft asset register was approved. Unanimous.

72/26 Biodiversity duties were reviewed, including that green matters will be considered during discussions on the use of the fields; and that a number of the items on the Action Plan had now been achieved. Following previous requests and continued issues with dog mess a dog bin will be considered for Biddisham Lane, the Chairman will discuss the placement with the owners of the neighbouring farm.

73/26 Matters arising from the Minutes: No matters were raised.

74/26 Community Matters: None were raised

75/26 Highways: It was noted that the **visibility splay at the Badgworth junction** with the A38 had been cut back following a request; **temporary road closures** in adjoining parishes were noted and are reported on the Council's website; Cllr Shaw is to request an update from National Grid on the reinstatement of the bell mouth access in Tarnock.

76/26 Jubilee Field: Thanks from the scouts for the use of the field was warmly received.

Resolution: a further cut of the field was approved.

Resolution: a request by the scouts to use the field was approved.

Memorial Field: Surface of the field: Rolling had not improved the cracks in the field, the use of a vibrating plate was considered, in addition to the cost and challenges in filling cracks with top soil, it was discussed that power harrowing would render the surface bare and reseeding would not be possible until the Autumn. It was decided to wait until September to take further action, to reduce the risk of paying for treatments that would not resolve the issue over the dryer summer months. An item is to be published on the website reviewing the actions and decisions taken to manage the surface of the field, to **review the survey on the use of the fields**, this item was deferred to the June meeting.

77/26 Crime report and policing update: No matters were reported. Crime figures in the Parish were updated.

78/26 Planning: The Planning Report was reviewed. It was noted that a member of the public met with the planning committee to present their plans for a piece of land in Badgworth, that has since been withdrawn from sale. The plan for an environmentally friendly property and plans to include an educational forest were outlined. Members declined to comment on the proposal, subject to a planning application being submitted, but advised listening closely to the pre application advice sought from Somerset Council, and to discuss any plans to divert the footpath with the rights of way officer.

79/26 Correspondence: All correspondence was brought to the attention of the Council, including a request to complete a form regarding **polling station arrangements** for elections, the Clerk is to respond; request regarding **an update**

on speed and traffic control measures on A38, the Clerk is to draft an item for the website so that the information can be accessed by everyone; **Axe Brue Internal Drainage Boards** notice to carry out routine maintenance work was noted.

80/26 Finance

- a The May **financial statement**, having been circulated, was approved as a true record
- b **Resolution:** The **Statement of Internal Control 2025/26** was reviewed and approved.
- c **Resolution:** The Internal Auditor's report was received, and there were no matters to report.
- d It was determined that the Council did not meet the requirements for exemption for 2025/26. The Council considered the questions in **Section 1 of the Annual Governance Statement**.
Resolution: The document was completed and approved and witnessed by the Council.
- e Having been previously circulated the Council considered **Section 2 of the Annual Governance Statement** in accordance with the previously approved end of year financial statements. Line 11 was discussed and advice including in the practitioners guide was considered.
Resolution: To approve the document. Section 2 was signed and witnessed by the Council.
The dates set for the exercise of public rights were agreed as Wednesday 3rd June to Tuesday 14th July 2025.
- f **Resolution:** The Payments Schedule was approved:

DD Axe Brue Internal Drainage Boards Drainage Rates £5.29
i181 Rector and Church Wardens of Biddisham Grant towards Churchyard upkeep £100.00
i182 R Young Internal Audit £20.00
i183 Greenways Grounds Maintenance Grass Cutting Jubilee Field £66.00
i184 Clerks Salary and Expenses May £493.93
i185 HMRC PAYE May £146.68

81/26 Member's Points of Information: A Cllr reported a notification that SDS were carrying out noise reduction measures on their fans; the Clerk is to follow up on the repairs to Biddisham Bridge.

82/26 Items for the Parish Magazine/social media none.

83/26 Date of next Meeting: Parish Council Meeting 1st June 2026 Badgworth and Biddisham Parish Hall.

Meeting Closed at 9.20pm

Signed

(Chairman)

Date 1.6.26