

Meeting of Charlton Musgrove Parish Council

Draft Minutes of the Meeting of the Full Council Held Tuesday 19th May 2026 at 7:30pm in Charlton Musgrove Village Hall

Members Present: Councillors R Bastable (Chair), A Sutton, B Izard, R Kimber, S Turk (remote)

Members of the Public in attendance: None

Somerset Councillors: One

Proper Officer in attendance: L Gilby

Meeting Started 7.30pm

Public Questions and Comments

None.

26/01 Apologies for Absence

Cllr Rochford

Cllr Moore

Somerset Councillor L Trimnell

26/02 Declarations of Interest and Requests for Dispensations

None received.

26/03 Parish Council Minutes

Parish Council Meeting 17th March 2026. Minutes approved and signed.

Proposed Cllr Sutton, **Seconded** Cllr Izard. **All in Favour**

26/04 Receive Reports from the Chairman and Somerset Councillors

Chair of the Council – Yearly report in the minutes for the Annual Parish Meeting but would like to say a Thank you to the people who put on the plant sale / coffee morning. £2000 was raised and split between 4 beneficiaries. Well done to those who put in the effort.

Staffing Committee – No report

Somerset Councillors – Report from Cllr Power

Highways – there has been a push for an effort to be made with potholes in the Counties villages as they are so shocking – it is noted that some have been filled recently.

Somerset Council have a 'Homes in Somerset' initiative where lots of empty buildings have been recorded for the council to take on and renovate for local people to live in.

There are 13,000 people on the council register and they are often moved a long way out of their local area. At the moment local council houses are not going to local people and tenants are being shipped in from out of region ie Chard / Bridgewater.

The Planning Department is not working well and there are things being put through delegated powers which shouldn't be, several Somerset Councillors feel this is not democratic.

26/05 Planning Applications

| Application | Details | |
|-------------|---------|--|
|-------------|---------|--|

Planning Decisions

| Application | PC Decision | SC Decision |
|-------------|-------------|-------------|
|-------------|-------------|-------------|

26/06 Finance

- a. To resolve to accept and approve the latest bank reconciliation, prepared by the Clerk, verified by Cllr Rochford and signed off by Cllr Bastable.

Proposed Cllr Sutton, **Seconded** Cllr Bastable. **All in favour**

- b. To review and resolve upon Delegated Authority (£500) payments made since the meeting held on 17th March 2026: (Appendix 1)

| | | |
|-------------------------------|---------|------|
| Clerks Wages | £643.46 | Paid |
| Starboard Systems (Scribe) | £501.12 | Paid |
| Memorial Hall Hire (Inv H746) | £14.52 | Paid |

- c. To review and resolve to pay the following payments and any that come in after the agenda has been sent out.

| | | |
|--------------------------------|---------|-----------|
| Zurich Town & Parish Insurance | £409.70 | See below |
| 3 Counties Landscaping | £189.60 | |
| Internal Audit | £175.00 | |

The clerk was asked to discuss with Zurich 'all risks' to clarify what the PC is paying for and to take £1,000 off the value of 'gates and fences' and to have a new quote ready to resolve by the APCM meeting before the end of May
Proposed Cllr Izard, **Seconded** Cllr Kimber. **All in Favour**

26/07 Open Spaces

- a. The Chair thanked Cllr Sutton for her continued maintenance (cleaning and painting) of village signs.
 The Chair also thanked the resident who has replaced the bollard protecting the post box in Barrow Lane.
- b. The gate to the cemetery needs attention. Cllrs Bastable and Sutton to investigate.
- c. No more news on the land registration
- d. There was some discussion on using the parcel of land next to the Village Hall to plant an orchard, but it's too wet. Discussion on where to place the Queens Jubilee Plaque.
 As there is nothing to do with this piece of land at the moment, it was agreed to drop it from the Open Spaces. **Proposed** Cllr Bastable, **Seconded** Cllr Sutton. **All in favour.**
- e. There was an update at the Annual Parish Meeting and it was agreed to leave off the next Open Spaces.

26/08 End Of Year Accounts

To consider the adoption of the end of year accounts

- (a) Acceptance and Approval of Internal Auditors Report for End of Financial Year Accounts 2025-26

Proposed Cllr Bastable, **Seconded** Cllr Sutton. **All in favour**

- (b) To formally certify Charlton Musgrove Parish Council as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015

Proposed Cllr Kimber, **Seconded** Cllr Sutton. **All in favour**

- (c) To consider the Annual Governance Statement and, if approved, to authorise Chair to sign on behalf of Council (Section 1)

Proposed Cllr Kimber, **Seconded** Cllr Sutton. **All in favour**

- (d) To consider Accounting Statements and, if approved, to authorise Chair and RFO to sign on behalf of Council (Section 2)

Proposed Cllr Kimber, **Seconded** Cllr Sutton. **All in favour**

- (e) To confirm the dates for publication of the Notice Period for the Exercise of Public Rights from 1st July to 11th August 2026.

26/09 Defib / Bleed Kit Training

It was decided to request a Tuesday evening in September starting at 7pm and for the clerk to email back and organise.

26/10 Possible Planning Breach

The clerk had not heard back from Somerset Council about the possible planning breach discussed at the last meeting. Cllr Power hadn't heard anything either but stated that there is nothing happening within the planning department at the moment.

26/11 Caravan on Barrow Lane Update

The caravan has been removed and the mess has been cleared up, but there is now a trailer in its place and that is filling up with rubbish.

26/12 Reports and Correspondence from the Clerk

The Clerk had forwarded all Council emails to Councillors prior to the meeting.

26/13 Items for the next agenda

SID – for July meeting

Possible tree planting in cemetery

Cemetery gates

Gates for Village Hall – Cllr Sutton to get some quotes

Council confirmed the next meeting as Tuesday 21st July 2026.

Meeting Closed 8.48 pm.

Signed

Date

Draft