

MINUTES OF NORTON SUB HAMDON PARISH COUNCIL
MEETING HELD ON MONDAY 13th OCTOBER 2025
AT 7.30 P.M. IN THE COMMITTEE ROOM, NORTON VILLAGE HALL

25/2255 PRESENT:

Cllr. S More (Chairman), Cllr. B. Matraives (Vice-Chair), Cllr. J Cole, Cllr. P Gartrell, Cllr. C Riley, and Mrs. L. Brooks (Clerk). There were two members of the public present.

25/2256 APOLOGIES:

Cllr. J Harris

Cllr R Reid

Cllr. Oliver Patrick (Somerset Councillor) – ongoing apologies

25/2257 DECLARATIONS OF INTEREST:

Nothing to report

25/2258 PUBLIC TIME

25/2258/a Public Time

A member of the public reported that the handrail along the steps from the footpath on Little Street is loose. The Clerk will contact Matt Orchard to arrange for it to be made safe.

Action: Clerk

25/2258/b P.C.S.O. Report:

Nothing to report

25/2258/c Somerset Councillor report:

A September report was received and sent to all Parish Councillors. No Somerset Councillors were present at the meeting.

25/2258/d CLT Update:

Nothing to report

25/2258/e HYG Report

Cllr Riley reported following their recent AGM. Two MOP had attended the meeting and showed some interest in becoming volunteers. Cllr Riley reported that Mr. Bailey was stepping down as Chair. He would be attending the PC November meeting to give his annual report to the Councillors

25/2258/f Allotments Report

Cllr Matraives reported that the 2024 accounts had now been submitted to the Charity Commission. He also noted that several allotments were currently vacant and available for rent. The Clerk offered to include a notice in the newsletter to raise awareness.

Action: Clerk

25/2258/g Bus Service Report

Nothing to report

25/2259 MINUTES

The Minutes from the September meeting were circulated. They were approved and signed.

Proposed: Cllr. Cole

Seconded: Cllr. Riley

Agreed unanimously.

25/2260 MATTERS ARISING

25/2260/a Update on devolution of assets – Minchington Rec & Barn Orchard Green

The clerk gave an update on the devolution of both assets. The transfer is slowly progressing and the solicitor who is representing the Parish Council is currently liaising with the SC legal team.

25/2260/b Allotment footpath – update

An email update from Cllr Hewitson informed the Clerk that the Rights of Way Officer has now met with Bagnell Farm to discuss a way forward. The proposal is to establish a permissive route approximately 20 metres from the definitive path line. Bagnell will consult with the landowner, and once permission is granted, Somerset Council can proceed with the necessary work. The Chair, Cllr More, will remain in contact with Bagnell Farm to ensure progress continues without further delay.

Action: Clerk

25/2261 PLANNING:

25/2261/a Matters For Report

Nothing to report

25/2261/b Decisions Notified:

Nothing to report

25/2261/c Applications for consideration

Consultation on Amendments to Planning Application: 20/01915/FUL at Land To The West Of Barn Orchard, New Road, Norton

This application has been amended and/or additional information has been submitted - Site Plan/Tree Survey/Ecological Survey & Drainage Strategy

The Parish Council asked the clerk to respond to the planning department to reiterate their original comments still stood and they OBJECT to this planning application. The original comments from the Parish Council can be viewed on the SC website (search under the planning application no: 20/01915/FUL).

Action: Clerk

Consultation on Amendments to Planning Application: 23/02859/OUT at The Stables Land Behind, Highwoods North Street

Amended plans to alter plot 4 and submission of Flood risk Assessment as part of the site is within flood zone 2 and 3.

Again, The Parish Council requested that the Clerk respond to the planning department to confirm that their original comments still stand. The Council had previously stated that they would only support the application if a minimum of two bungalows were included instead of five houses (maintaining a maximum of five properties overall). This was to prevent loss of privacy for residents in Highwoods Close and to improve visibility at the site entrance.

The amended plans, however, still show five houses, and the Parish Council felt their requests had not been considered.

The Council also reiterated their request for the installation of a pavement providing pedestrian access to the village amenities. The absence of a footpath between the proposed development and the village creates an unacceptable risk for pedestrians along North Street, where the national speed limit (60mph) applies and a blind bend is located less than 100 feet from the proposed entrance.

As the amended plans do not appear to address either of these key concerns, the Parish Council objects to this planning application.

Action: Clerk

The original comments from the Parish Council can be viewed on the SC website (search under the planning application no: 23/02859/OUT).

25/2262 FINANCE:

25/2262/a Matters for report:

End of 2nd quarter

NAT WEST BANK ACCOUNTS:

Current account	£ 100.00
Reserve Account	£ 1,009.94
Total	£ 1,110.87

UNITY TRUST BANK

Current Account	£ 834.88
Instant Saver	£ 73,994.15
TOTAL IN BOTH BANKS	£ 75,939.90

There were no cheques outstanding/unbanked: £ 0.00

Total as cash book £ **75,939.90**

The accounts would now go to the internal auditor for examination and sign off.

25/2262/b Matters for resolution

Nothing to report

25/2262/c Invoices Payable – all paid via the Unity Trust Bank

OCTOBER PAYMENTS MADE:

Louise Brooks	Democratic services – September	£ 1,198.30
HMRC	Employee NI & PAYE & Employer NI to pay SEPT	£ 216.03
Louise Brooks	Home Office Allowance – SEPT 2025 – Government set	£ 26.00
Louise Brooks	SEPT Parish Council Office supplies – Includes paper, ink and other office consumables, postage.	£ 44.00
Down2Earth SW Ltd	Play area maintenance, grass cut, weed control, drain inspection. July-Sept 25 & boundary stone maintenance	£ 345.00
Somerset Landscapes Ltd	Main Rec - Grounds maintenance July-Sept 25	£ 695.20
PATA	Payroll and Pension management July-Sept 25	£ 47.46
Latcham Direct Ltd	Recreation sign labels for new contact details	£ 120.00

Proposed: Cllr. Gartrell

Seconded: Cllr. Matraives

Agreed unanimously

25/2263 VILLAGE HALL:

Cllr Cole reported that the new door had arrived; however, the company had measured incorrectly, and it was the wrong size. A replacement door had since been ordered. He also confirmed that a new cleaner had been appointed and that the hall would be repainted internally again in the near future.

25/2264 RECREATION GROUND:

The clerk reported that the new signage displaying the updated clerk's email address had arrived for the two existing recreation field signs. Cllr Cole will add them to the signs.

The Clerk reported on the matter of new fencing. The Parish Council discussed the suggestion of installing metal fencing similar to that used at the school; however, it was felt that this option would be both too expensive and too industrial in appearance for a recreation field located in such scenic countryside. Members agreed that a more rustic style would be more appropriate, and the Clerk was therefore asked to focus on obtaining quotes for post and rail fencing.

With regard to gates, it was noted that a wooden gate would likely be too costly (estimated between £800–£1,000) and, as Cllr Cole pointed out, would not provide much additional security since it could easily be cut through. There is already permanent security barriers situated behind the existing post and rail fence to reinforce security. The Parish Council therefore expressed a preference for a galvanised five-bar farm gate from an agricultural supplier as a more secure and cost-effective alternative.

The Clerk was also asked to investigate whether a Bristol gate could be obtained from Somerset Council for installation at the site, and to obtain quotes for both wooden and galvanised gate options.

It was further noted that the height barrier is rusting and requires attention. The Parish Council requested that the Clerk contact the local metal specialist to see if he would be willing to provide a quote for repainting both the barrier and the galvanised gate to match.

Action: Clerk

25/2265 CORRESPONDENCE:

All correspondence received has been circulated to all Parish Councillors.

25/2266 FOOTPATHS:

Cllr Matraives reported that the footpath gate at the entrance to the footpath through the field at the bottom of Rectory Lane had still not been replaced. A new gate had been supplied to the landowner by Somerset Council approximately 18 months ago, but it had not yet been installed. He noted that the improvement work carried out by the landowner of the original entrance was inadequate and hadn't improved the situation. The clerk reported other complaints had also been received. Cllr Matraives felt that as a gate had been provided, it should now be installed. The Clerk advised that she had followed up with the landowner on several occasions, but the issue remained unresolved. Cllr Cole offered to speak directly with the landowner regarding the matter.

Action: Cllr. Coles

The question was raised regarding the reinstallation of the footpath gate at Turnpike. The Clerk reported that she had spoken with the landowner a few weeks earlier, and he had advised that a fencing contractor would be replacing the gate post and reinstalling the footpath gate at the same time. However, it has since been observed that while the new gate post has been installed and the field gates hung, the footpath gate remained in the hedge.

The Clerk checked the Rights of Way (RoW) website and noted that the case had been closed, with SC indicating they were satisfied with a gap being left for access. The Clerk will speak to the landowner again to see whether the gate could be used elsewhere, as there are two other footpath gates in need of replacement.

Action: Clerk

25/2267 MEMBERS' REPORTS.

Cllr Riley reported that some fencing needed attention on the footpath near Highwoods, The Chair and clerk said they would both take a look and see who was responsible.

Action: Chair/Clerk

The meeting closed at 8.22pm

The next monthly meeting will be held on MONDAY 10TH NOVEMBER 2025 at 7.30 pm in the village hall committee room.