

MINUTES OF NORTON SUB HAMDON PARISH COUNCIL
MEETING HELD ON MONDAY 11th MAY 2026

AT 7.30 P.M. IN THE COMMITTEE ROOM, NORTON VILLAGE HALL

26/2344 PRESENT:

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

26/2345 APOLOGIES:

Cllr. Mike Hewitson (Somerset Councillor)

Cllr. Oliver Patrick (Somerset Councillor) – ongoing apologies

26/2346 DECLARATIONS OF INTEREST:

Nothing to report

26/2347 PUBLIC TIME

26/2347/a Public Time

Nothing to report

26/2347/b P.C.S.O. Report:

Nothing to report

26/2347/c Somerset Councillor report:

A report had been received and circulated.

26/2347/d CLT Update:

Cllr Harris reported on the new counter that has recently been installed at the village shop. Future reports will now come via the Chair of the CLT.

26/2347/e HYG Report

Cllr Riley provided an update to the Parish Council following the HYG meeting held on 16 April. The discussion focused on the new service level agreement, now that HYG relates solely to Norton and no longer includes Stoke, meaning the legal process has had to recommence.

It was reported that the youth worker and youth support worker are contracted for four hours per week, based on 50 weeks per year. This covers a two-hour weekly session, plus 30 minutes either side for preparation and clearing up, and one hour per week for administration. The arrangement also includes training and insurance costs under the Community Youth Project.

HYG continues to seek additional grant funding and is aiming for attendance of 15 young people per session. The youth worker was commended for her efforts in promoting the group and is exploring the use of the village hall kitchen to enable cooking activities, which have been identified as of interest to the young people. Ongoing engagement with local schools is being maintained.

The group's latest project involved making planters, which were sold at a recent plant sale and raised over £100 for the group. Their next meeting is on the 18th June.

26/2347/f Allotment Report:

Cllr Matraives provided an update on the allotments. He reported that the final plot has now been let to a new tenant and that the outstanding rent has been paid. He also advised that a new secretary has been appointed, who is an allotment tenant and will be able to oversee the site regularly. Cllr Matraives further reported that a change of bank account may be required, as Santander has introduced charges.

26/2347/g Bus Service Report

Nothing to report

26/2348 MINUTES

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

Proposed: Cllr. Reid

Seconded: Cllr. Matraives

Agreed unanimously.

26/2349 MATTERS ARISING

26/2349/a Ham Hill – meeting between Somerset Council & local Parish Councils 12th May (chairs & clerks)

The Chair and the Clerk reported that a meeting has been arranged by Norton Parish Council for Tuesday 12 May, involving Chairs and Clerks from Stoke sub Hamdon, Odcombe and Montacute. The Clerk noted that it was unclear whether Montacute would be represented due to poor communication.

The meeting will be attended by James Divall and Rachael Whaites from Somerset Council. Agenda items are expected to include a lack of engagement from Somerset Council with key stakeholders, signage and heritage matters, highways and traffic issues relating to unsuitable road infrastructure, the alcohol licence, and the commercialisation of Ham Hill.

The Chair and Clerk will report back at the June PC meeting.

Action: Chair/Clerk

26/2349/b Adoption of updated CCTV policy. Resolution to purchase new CCTV signage.

The Parish Council adopted a new policy in relation to the CCTV at the village hall. The clerk also reported for new clearer signage to be purchased and erected on all sides of the outside of the hall as this acted as a deterrent towards vandalism and theft. Clerk asked to purchase the 4 signs.

Action: Clerk

Proposed: Cllr. More

Seconded: Cllr. Cole

Agreed unanimously

The Village Hall Committee has kindly offered to donate towards the cost of the new CCTV cameras and associated signage. The Parish Council expressed its sincere gratitude for this generous contribution. The Clerk was instructed to liaise with the Village Hall Treasurer regarding the donation arrangements.

Action: Clerk

26/2349/c Minchington Rec – play equipment update

The Clerk reported an increase in the quoted cost for the proposed new swing unit at Minchington Recreation Ground. This increase is due to the requirement to remove the existing frame and the old safety surface. The current total cost now stands at **£7,145.00**.

The Clerk confirmed that funding is already partly in place. This includes **£2,500.00** donated by Norton Community Matters and **£3,000.00** ringfenced by the Parish Council (£1,500 from the 2025–26 budget and £1,500 from the 2026–27 budget). In addition, a local resident has kindly donated **£150.00**. This brings the total available funds to **£5,650.00**, leaving a shortfall of **£1,495.00**.

The clerk explained that the biggest part of the cost is the new surface. The current quote is for a modern version of the MATTA surface that is already in situation. The clerk will also get a quote for the same 40mm thick brown/green mixed ecomulch that we have at the main rec. The Clerk was asked to investigate potential cost savings, including the option of the Parish Council arranging for the removal of the existing equipment and surfacing independently. It was noted that any remaining shortfall could be met from Parish Council reserves if required.

The Clerk also reported having contacted the Chair of HYG to explore available grants and potential funding applications.

The Clerk will report back to the Parish Council with revised figures once further information has been obtained regarding the cost of removal works.

Action: Clerk

The Chair reported that two volunteers who previously painted the table and bench near the boules court have kindly agreed to also paint the two benches located by the play equipment.

The Parish Council expressed its sincere thanks and appreciation to the volunteers for their continued support and contribution to the community.

26/2349/d Arborist – consider quotes for tree works in main rec

The Clerk reported that three quotations had been received for the removal of two horse chestnut trees in the main recreation ground, following the issuing of a tender for the works.

All three quotations were considered in detail. After discussion, the Parish Council resolved to accept the quotation submitted by Parsons Tree and Garden Services.

The Parish Council further agreed that the works should include the complete removal of the trees and their root systems.

The Clerk was instructed to liaise with Parsons Tree and Garden Services to confirm the appointment and arrangements for the works, and to notify the unsuccessful contractors of the Council's decision.

Action: Clerk

26/2349/e Food van visits to school carpark – start date Monday 1st June

The Clerk reported that arrangements had been made for a monthly food van to visit Norton. The vans will operate on the first Monday of each month and will continue subject to sufficient community support. The first visit will be by Somerset Catch Fish and Chips, on Monday 1st June. The Clerk

requested that Members of the Parish Council support the initiative and assist by checking on the van during its attendance, as the Clerk will be unavailable on the day of the first visit.

26/2350 PLANNING:

26/2350/a Matters For Report

Nothing to report

26/2350/b Decisions Notified:

Nothing to report

26/2350/c Applications for consideration

Application Type: Outline Application

Application Number: 23/02859/OUT

Proposal: Outline Application with some matters reserved except access for the construction of up to 5no. dwellings, parking, landscaping, ecology areas and associated works utilising a modified existing highways access

The Parish Council considered an amended application together with additional information, namely an updated Flood Risk Assessment (Version 3).

Members discussed the revised submission and noted that the changes previously requested by the Parish Council had still not been addressed.

The Clerk was instructed to resubmit the Parish Council's original response, reaffirming its position.

The Parish Council confirmed that it continues to object to the planning application. **Action: Clerk**

26/2351 FINANCE:

26/2351/a Matters for report:

Nothing to report

26/2351/b Matters for resolution

Nothing to report

26/2351/c Invoices Payable – all paid via the Unity Trust Bank

Louise Brooks	Democratic services – April 2026	£ 1,213.21
HMRC	Employee NI & PAYE & Employer NI to pay April	£ 225.23
Louise Brooks	Home Office Allowance – April 2026 – Government set	£ 26.00
Louise Brooks	April Parish Council Office supplies – Includes paper, ink and other office consumables, postage.	£ 44.00
Zurich Insurance	Annual Insurance Policy 26-27 invoice numbers 554850738 & 555682248	£ 1038.63
Somerset Association of Local Councils	SALC (£299.88) & NALC (£52.63) Affiliation Fees	£ 352.51
SES Fire and Security	3 new cameras plus installation at the village hall/rec	£ 511.90

Proposed: Cllr. Matraves

Seconded: Cllr. Riley

Agreed unanimously

26/2352 VILLAGE HALL:

Nothing to report

26/2353 RECREATION GROUND:

Height Barrier: The Clerk reported that the two volunteers who had painted the table and bench near the boules court have kindly agreed to treat and repaint the height barrier at the main recreation ground. The barrier will be repainted in its existing green colour. The Parish Council will provide all necessary materials, which the Clerk will purchase and reclaim from the Council.

The Chair reported that the tree planted in memory of Cllr Prue Biddle has unfortunately died and will need to be replaced in the autumn.

26/2354 CORRESPONDENCE:

All correspondence received has been circulated to all Parish Councillors.

26/2355 FOOTPATHS:

The Chair and Clerk reported on recent correspondence with Somerset Council regarding the bridge on the footpath leading from Minchington Recreation Ground into the adjacent field, which is awaiting repair.

The issue was first reported on 1 March. The Clerk advised that the Rights of Way Officer at Somerset Council had confirmed that the works had been marked as a priority following the contractor's return after a five-week absence.

The Clerk had responded to reiterate that the condition of the bridge had deteriorated further and requested that the works be carried out as soon as possible. In response, the Rights of Way Officer advised that the bridge would be formally closed for 21 days.

The Clerk replied stating that, given Somerset Council had classified the works as a priority, the Parish Council expected the repairs to be undertaken within 5–7 days. It was also noted that this is a well-used and important footpath, and that the continued closure of public rights of way in Norton was not acceptable.

The Chair reported that the closure signage/barrier had already been removed by members of the public. The Chair thanked Cllr Cole for filling in the hole on the footpath from Broadmead Lane to Little Norton.

26/2356 MEMBERS' REPORTS.

Cllr Gartrell reported that a member of the public had approached him offering a horse chestnut tree for planting in the main recreation ground in the autumn.

The Parish Council expressed its gratitude for this generous offer and confirmed that it would be pleased to accept the tree. It was noted that it would be planted in the autumn alongside the replacement trees.

Cllr Matraes reported the appearance of an outbuilding in a field, together with a continuous bonfire having been observed over the past few days. The Chair and Clerk agreed to visit the site to assess the situation.

Cllr Cole reported concerns regarding a young person riding a scooter along Skinners Lane at an estimated speed of approximately 30mph, without wearing a helmet or other protective equipment. It was noted that this may be illegal. The Clerk was asked to include a reminder in the Parish newsletter regarding road safety and the use of appropriate protective gear.

Action: Clerk

The meeting finished at 8.38pm

The next monthly meeting will be held on MONDAY 8th JUNE 2026 at 7.30 pm in the village hall committee room.