

**Draft Minutes  
of the Meeting of  
Yatton Parish Council  
held on  
Monday 14 July 2025**

At Hangstones Pavilion, Stowey Road, Yatton.

Meeting opened: 7.30 p.m. Meeting closed: 8.52 p.m.

**Present:** Councillors: Nick Adams, David Crossman, Jonathan Edwards, Gordon Gibson, Ann Hodgson, Graham Humphreys, Chris Jackson, Peter Lomas, Jessie McArdle, Caroline Sheard and Bryan Thomas.

**Also in attendance:** Clerk.

**\*\*\* Chair Chris Jackson opened by letting the Council know that the former Chair of Congresbury Parish Council Mary Short had passed away and that Councillors may wish to think of her during Moments for Reflection and Prayers.**

**PRAYERS OR MOMENTS OF REFLECTION**

**MATTERS FOR DECISION**

**COU23/25: To receive apologies for absence, and to approve reasons where appropriate.** Apologies have been received from Parish Councillors Steve Humprey, Steve Lister and Roger Wood. Apologies were also received from District Councillors Steve Bridger and Wendy Griggs.

**COU24/25: To receive declarations of interests by Parish Councillors and to consider any written applications for dispensations.**  
NONE.

**MATTERS FOR INFORMATION**

**PUBLIC PARTICIPATION**

**COU25/25: Public participation.**  
NONE.

North Somerset Councillors' report.  
NONE.

Police report  
NONE.

**MATTERS FOR DECISION**

**COU26/25: To confirm the minutes of the Annual Meeting of the Parish Council held on 12th May 2025.**

**RESOLVED:** that the minutes of the meeting held on 12<sup>th</sup> May 2025 were approved as a correct record and signed by the Chairman. subject to an amendment to add Councillor Gordon Gibson to the appointed Committees of Planning and Amenities and Properties.

**COU27/25: Exclusion of public:**

**If the Council wishes to exclude the public for a particular agenda item, the following resolution must be passed:**

‘That the public be excluded from the meeting during consideration of agenda item(s) ... on the ground that publicity would be prejudicial to the public interest [by reason of the confidential nature of the business] or [for other special reason which must be stated].’

**No members of the public were attending the meeting. If there were any late attendees this may need to be applied to agenda item 10.**

**COU/28/25: To consider Moments of Reflection and Prayers on agendas.**

Councillors discussed the various thoughts about having this at the beginning of the meeting. There was no longer any legal obligation to have this as an agenda item. The views ranged from it not being requirement and that could be done if Cllrs wished before the start of the meeting to it being a tradition and that it was beneficial to just have a short quiet time before commencing the business of the meeting to reflect and gather thoughts.

**RESOLVED:** to retain Moments of Reflection and Prayers on the agenda.

**COU29/25: To consider the fees for the re-opening of a burial plot in the burial ground off St Mary’s churchyard and at the new Mendip Road Cemetery for the placing of a bronze plaque at the Garden of Remembrance, the inclusion of a photograph on a memorial and for an additional inscription on a memorial.**

The Finance Personnel & Administration Committee had reviewed some of the fees at a meeting 16<sup>th</sup> June 2025 at which the following resolution was approved.

The following increases were discussed:

- Purchase of the Grant of Exclusive Right of Burial for a new cremation plot and a first interment from £50 to £70.
- Scattering of Ashes in the Memorial Garden from £27.50 to £40
- Charge for re-opening of a cremation plot for subsequent interments from £32.30 to £45.
- Installation of a Memorial from £64.80 to £90 inc vat.

**RESOLVED:** to approve the new cemetery fees as outlined above and to implement them on opening for both the new cemetery and the existing burial ground (those applicable). The fees would be reviewed annually at the same time as the hall and pitch fees.

It transpired that there were a small number of additional fees that also required review and were included in the above agenda item detail. Councillor Peter Lomas made suggestions for this as follows and Councillors discussed:

- Re-opening of a full burial grave from £109.20 to £150.00
- The placing of a bronze plaque at the Gardens of Remembrance from £50.40 to £90.00
- The inclusion of a photograph on a memorial from £50.40 to £90.00.
- An additional inscription on a memorial. Councillor Peter Lomas suggested removing the fee, then further to discussion it was suggested it was raised from £4.20 to £20.

**RESOLVED:** to approve the suggested fees above including the additional inscription rise from £4.20 to £20.

**COU30/25: To consider the draft license for taking over Horsecastle and Grange Farm Road play areas.**

The license had not been received from North Somerset Council therefore this item was deferred to the September 15<sup>th</sup> Full Council meeting.

**COU31/25: To discuss ways to mark the twenty years of service by former Parish Councillor Robert Jenner.**

Councillors discussed how the long service of other former Councillors had been marked in the past. An occasion was discussed and bestowing the honorary freedom of the parish. This had to be agreed by a special meeting of Full Council dealing with that matter alone and a citation for Robert Jenner would need to be created and presented prior to the decision. The Clerk was asked to enquire about the costs and designs and issue the agenda for the special Full Council on September 15<sup>th</sup> 2025 before the normal Full Council meeting.

**COU32/25: To consider any matters relating to the new cemetery including a new noticeboard.**

The Clerk displayed a number of options for the styles and costs of a noticeboard for the new cemetery including the wording (cost to install is additional).

**RESOLVED:** to approve the purchase of a Greenbarnes aluminium power coated noticeboard in black with finials, if possible, in gold including the displayed wording in gold for £1,166.93.

The Clerk reported that the new road front gates and signage had been instructed. The Council may in due course consider whether to continue to fill the remaining space at the existing burial ground (approx 6-8 new plots) or to open the new cemetery or to have both open. This could be on the agenda for Full Council on September 15<sup>th</sup>.

**COU33/25: To consider a recommendation from the Amenities & Properties Committee about granting permission for Yatton & Cleve United Football Club to apply for a 'club' licence to sell alcohol to players and supporters during and after matches on Saturdays during the football season. To form a working group to consider all aspects of the licensing and conditions of hire and all other associated matters.**

Chair Chris Jackson advised that since the recommendation made by the Amenities and Properties Committee was approved a week ago he had gained more detailed information about the types of licensing and the details of what each type of licence covered. There was one type; a Community Premises Licence, that if the Parish Council applied for would then allow the Council to regulate the terms and use of that licence to any user wishing to use Hangstones Pavilion to sell alcohol.

Councillors had raised concerns at the Amenities & Properties Committee meeting about the legality of the Parish Council holding meetings in licensed premises. This had also been checked and it was confirmed that Parish Councils cannot hold meetings in buildings that are selling alcohol at the same time that meeting takes place. This situation would never arise as the Council would have full control of the licence. Chair Chris Jackson asked the Council to consider not accepting the recommendation of the Amenities & Properties Committee but that the Parish Council applied for a Community Premises License instead.

**RESOLVED:** to approve that the Parish Council proceed with a Community Premises Licence application.

Chair Chris Jackson advised that it was important to form a working group with a membership best placed to understand all the issues and to collate in detail the terms of use of the licence

and hire of Hangstones by the Football club. The details of this work once complete will be presented the Council for any further amendment and approval.

**RESOLVED:** to appoint a Licensing Working Group with the following members, Councillors Chris Jackson, Peter Lomas, Jessie McArdle, the Clerk and grounds team.

**COU34/25: To consider asking hall hirers of adult parties to pay a damage deposit when hiring Hangstones Pavilion.**

Councillors discussed with the Clerk the issues surrounding consideration of this item.

**RESOLVED:** to approve, at the Clerks discretion, the charge in advance of a damage deposit of £200 cash to be returned to the hirer following the booking. The conditions of hire were to be amended to include the deposit and should any damage occur it should be photographed and retained as evidence of retention of any deposit.

### **MATTERS FOR INFORMATION**

**COU35/25: Clerk's Report.**

i) The Clerk advised that the external auditor had questioned the tick box selection on 11b of section 2 of the AGAR. The Clerk had corrected this and returned the amended copy to the auditor and changed the copy on the website. It did not affect the figures on Section 2 or any other part of the AGAR. The Clerk was to circulate the amended copy to members.

ii) The Clerk advised that some work had been done at Grange Farm and Horsecastle play areas including painting equipment at Grange Farm and installing a new gate and a bench (a swing seat had also been removed due to the post being unstable) at Horsecastle. The Clerk, Chair Chris Jackson and the grounds team had met a play area provider to look at both areas and give some ideas for possible pieces for Grange Farm and assess Horsecastle and give suggestions and ideas. These had been received. It was suggested by the play provider that consulting the residents of Grange Farm Road about how much they value the play area or if they have any ideas for other uses would be helpful in steering where to spend funds.

A meeting was due to be held with North Somerset Council Officers in the next fortnight to review the areas and the Clerk and grounds team would be visiting both sites with a tree surgeon to review the status of the trees ahead of that meeting.

Chair Chris Jackson advised the Council that following persistent requests it had been confirmed that Yatton have a place on the Local Devolution Steering Group. The next meeting was in September.

iii) The Clerk had attended a meeting held by ALCA regarding the Community Governance Review. There was due to be a second stage of consultation on this possibly in September. The ward boundary review had started but there were no details yet on any potential changes. ALCA mentioned Assertion 10 on the AGAR 2025-26 which is allied to digital and data compliance. It will mean annual training of all Cllrs on GDPR and all data protection documents should be reviewed this year. The Clerk will look into compliance with this further.

**COU36/25: Future agenda items.**

The new cemetery off Mendip Road.

\_\_\_\_\_  
Chairman

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