

**Draft Minutes  
of the Meeting of  
Yatton Parish Council  
held on**

**Monday 12th January 2026**

At Hangstones Pavilion, Stowey Road, Yatton.

Meeting opened: 7.30 p.m.    Meeting closed: 8.37 p.m.

**Present:** Councillors: David Crossman, Jonathan Edwards, Gordon Gibson, Ann Hodgson, Graham Humphreys, Steve Humphrey, Chris Jackson, Peter Lomas, Jessie McArdle, Caroline Sheard and Roger Wood.

**Also in attendance:** Clerk and District Councillor Steve Bridger.

A presentation was made to the Clerk by Chairman Chris Jackson in recognition of her twenty years of service to the Parish Council and the villages of Yatton and Claverham.

\*\* Chairman Chris Jackson asked the Council if Councillors had any objection to him using a 'Plaud' device which used AI to summarize the meeting. Councillors present had no objections.

## **PRAYERS OR MOMENTS OF REFLECTION**

### **MATTERS FOR DECISION**

**COU80/26: To receive apologies for absence, and to approve reasons where appropriate.**  
Apologies have been received from Parish Councillors Nick Adams, Steve Lister, Massimo Morelli and Bryan Thomas and District Councillor Wendy Griggs.

**COU81/26: To receive declarations of interest by Parish Councillors and to consider any written applications for dispensation.**  
NONE.

### **MATTERS FOR INFORMATION**

### **PUBLIC PARTICIPATION**

**COU82/26: Public participation.**  
No members of the public present.

### **North Somerset Councillors' Report.**

District Councillor Steve Bridger wished the Council Happy New Year and gave the following updates:

- There have been no planning applications registered for either of the possible developments in Claverham.
- North Somerset Council have been given permission to pursue the appeal decision challenge for The Batch in court on the 27<sup>th</sup> January in Bristol. Full details would follow once they were known.

- The Rectory Farm developer was holding a meeting 12<sup>th</sup> February (to be confirmed) at which residents can discuss concerns about problems with HGV's not using the designated routes which has caused damage to vehicles and verges.
- North Somerset Council have agreed to invoke the Highways Act 1980 in order to bring Wakedean Gardens roads up to an adoptable standard so they are able to deliver their statutory duties around waste collection etc. to residents in the road. It is a private road so the cost must be met by all residents. A letter has been sent to all properties outlining this and advising that a meeting to discuss this and payment options etc. was being held 27<sup>th</sup> January and a drop in session on the 28<sup>th</sup> January.

Councillor David Crossman asked District Steve Bridger if there had been any movement forward on the entrance to Box Bush Farm development moving nearer to the Bridge Inn or the crossing near the development and the pavement from the Chestnut Farm footpath up to the Bridge Inn. In addition were there plans to provide a pavement to the new Rugby Club? District Councillor Steve Bridger advised that the Box Bush Farm planning application was still not approved and this element of the development still required further work and configuration. A meeting with the developer Strongvox was needed to ensure it was made safe for pedestrians and cyclists as currently it certainly was not.

Councillor Steve Humphries confirmed that the HGV's from the Rectory Farm development construction site had damaged verges on the routes they should not be using. He believed they were not using the designated route of Chescombe Road because of all the parking at the High Street end of the road. He highlighted that North Somerset Council had agreed to reinstate the parking restrictions at that end of the road a while ago but it has not been done. He asked if this could be chased with the Highways Department and District Councillor Steve Bridger was to do this and he also confirmed that the developer was going to put up more directional signage for HGV's.

Police Report  
NONE.

### **MATTERS FOR DECISION**

**COU83/26: To confirm the minutes of the meeting of the Parish Council held on 10th November 2025.**

**RESOLVED:** that the minutes of the meeting held on 10<sup>th</sup> November 2025 were approved as a correct record and signed by the Chair.

**COU84/26: 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].'

**\*\*NOT REQUIRED.**

**COU85/26: To consider North Somerset Council proposals for a Enhancing Highways Maintenance trial as a part of Local Devolution.**

The Clerk had circulated the proposals to Councillors prior to the meeting. The proposals included an opportunity for Parish Councils to take part in a contribution based trial. The trial had two options for consideration 1) additional verge maintenance cut back to boundary work

or 2) Use of a Parish Gang i.e. a dedicated team working in each Parish for a set number of days. The information included possible costings.

Councillors discussed the proposals and concluded that the exact details of precisely what is being offered both in the work and costings were needed prior to any decision. There was also no indication about what happens if we do not take up this opportunity or any time scales for the trial implementation. The answers to these queries would assist the decision and allow any exploration into the Parish Council instructing work of this type themselves.

District Councillor Steve Bridger was not aware of the proposal that had been circulated and the Clerk was to send him the details which he was to take forward to the Scrutiny Committee he sits on. The question was also raised about the proposals which had been worked on, with ALCA representing Parish Councils, had the Local Devolution Steering Group taken part in this. Yatton Parish Council had been offered a place on the steering group in September last year but had not heard anything since about a meeting.

The Clerk was asked to send a copy of this item to North Somerset Council and the outcome will be discussed once received.

**COU86/26: To consider the Parish Council's budget as recommended for approval by the Finance, Personnel and Administration Committee and to set the precept for 2026-27.**

The Clerk had circulated her Budget Report, budget papers with notes, a precept calculation sheet and Ear Marked Reserves Report prior to the meeting. Chairman Chris Jackson invited Chair of the Finance Committee Peter Lomas to speak on this item.

He began by advising that the budget information details the changes made and rationale in setting the budget for 26/27. It was highlighted that it is important to remember that, just because a figure is shown on the Budget as an expense, it does not mean it has to spend that amount.

He advised that some budget figures carried more certainty i.e. we have x dog bins at £y per week whereas others were best estimates. The only figure on the circulated budget which has not been adjusted was the Precept figure shown on page 1. Based on the precept remaining the same for 26/27 the budgeted deficit for next year was shown as £34,741.

North Somerset Council informs Parish Councils of the number of Band D properties in each Parish. This figure is used as the basis for Precept calculation. For 2026/27 the number of Band D properties in Yatton is 3,210, an increase of 29 on the current year. For the current year 25/26, the Yatton Precept works out at £104.68 for the year or, £2.01 per week. The circulated Precept calculation spreadsheet showed the effect of an increase in Precept from 1 to 25%.

The official North Somerset Council documentation was not available when Finance met in December last year. It was agreed that, once the official figures had been received, members of the Finance committee would discuss an appropriate Precept figure for 2026/27.

Following these discussions the Committee members recommended an increase in the Precept of 15%. This would give a Precept figure of £120.38 for the year, £2.32 per week or an extra 31p per week compared to 2025/26. If this suggestion is approved by Full Council, the total Precept figure would be £386,450. This is an increase of £53,459. If this figure is inserted into the Budget it would result in clearing the deficit and giving a surplus of £18,183.

The Council discussed the recommendation made by the Finance Committee.

**RESOLVED:** to approve a Precept request of £386,450 for 2026-27.

**COU87/26: Finance**

To authorise payments, including to note receipts and petty cash payments for January 2026.

**RESOLVED:** to authorise payments, including to note receipts and petty cash payments for January 2026.

**COU88/26: To consider Auditing Solutions letter of engagement for auditing services 2026-27.**

The Clerk had circulated to all Councillors a letter of engagement for internal auditing services for 2026-27 prior to the meeting that gave full details of the services and scope of work provided. The Parish Council had been very satisfied with the company audit carried out last year.

**RESOLVED:** to appoint Auditing Solutions as internal auditors for 2026-27.

**COU89/26: To review the Internal Auditors Interim Report 2025-26.**

The Clerk had circulated a copy of the report prior to the meeting. The report advised of one issue only which was an error in the calculation of the pay rise back pay. This had been corrected in the next payment of salaries at the end of January and was noted by Councillors. The Council thanked the Clerk, Finance Officer and Administration Assistant for all their work in the audit process.

**RESOLVED:** to accept the Internal Auditors Interim Report 2025-26.

**COU90/26: To consider the Action Plan 2026-27 recommended by the Finance Personnel and Administration Committee.**

The Clerk had circulated the recommended Action Plan 2026-27 to all Councillors prior to the meeting. Councillors concluded there were no other items to be added to the plan.

**RESOLVED:** to approve the Action Plan for 2026-27.

**COU91/26: To consider the building regulation plans for the new changing room in Hangstones.**

The building regulation plans had been reviewed by the working group and members of the football club. They had been on display ahead of the meeting to allow Councillors an opportunity to look at them. Chair Chris Jackson invited Councillors to give any suggestions or comments or if they had any questions on the plans.

He also advised that Graham Moir Associates had suggested that it would be helpful to use the services of a Quantity Surveyor who would cost the project including materials and build costs. This could then be used within the tender invitation as an expectation that the tenders would be in the region of the Quantity Surveyor figure. A quote had been obtained of £300 for the Quantity Surveyor work.

Graham Moir Associates had also advised that a Structural Foundation Survey was required to establish the type of foundations required for the changing room with an estimated cost of between £500 - £700. A quote had been requested but not received in time for this meeting.

**RESOLVED:** to accept and approve the building regulation plans.

**RESOLVED:** to approve the Quantity Surveyor costing work of £300.

**RESOLVED:** to approve in advance of receipt a quote for the Structural Foundation Survey work providing it was not above £1,000. If it was, the Clerk was to refer it back to the Council and seek further quotes.

The Clerk was asked to commence with the tender process once the Quantity Surveyor costs had been received and instruct the Structural Foundation Survey providing it was within the parameters of the decision of the Council above.

### **MATTERS FOR INFORMATION**

#### **COU92/26: Clerk's Report.**

- i) The Clerk extended an invitation to the Council from Claverham Village Hall to attend the official opening of their new upgraded accessibility work that had been done, partly funded by a grant from the Parish Council. This was on Saturday 31<sup>st</sup> January with full details to follow. The village hall website had details of the 2030 project the hall are working on.
- ii) The Clerk outlined issues with two dog bins, one at Arnolds Way near Sainsburys and one on Rectory Drive.
- iii) The Clerk spoke to Councillors about the Assertion training and the remaining dates for the training available for those not yet booked on.
- iv) The new cemetery would be subject to business rates and the Clerk had initiated this with the Governments Valuation Office before Christmas.

#### **COU93/26: Future agenda items.**

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Chairman

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