

The Charltons Parish Council

Minutes of the Parish Council Meeting held on Tuesday 20th January 2026 commencing at 7.30pm in The Reading Room, Charlton Mackrell.

Councillors Present: Councillors Alan Crawley, Karen Rowland, and Kim Williams.

In the absence of the Chairman, Councillor Kim Williams chaired the meeting.

In attendance: One member of the public.

Public speaking. The member of public did not wish to speak.

To receive a report from the Somerset Councillors.

Somerset Councillors Tim Kerley and Stephen Page were unable to attend the meeting, and no report had been provided prior to the meeting.

26/1 To receive any apologies for absence.

Apologies were received from Councillors Katie Armstrong, Susie Crang, and Joe Wooltorton.

The absence of Councillor Anneke Stockhousen was noted.

26/2 To receive declarations of interests.

There were no declarations of interest.

26/3 To approve the minutes of the Parish Council meeting held on Tuesday 18th November 2025.

It was resolved to approve the minutes as being a correct record of the meeting.

26/4 To approve a final budget and precept demand for the 2026-27 financial year.

It was resolved to approve a council budget, and a precept figure of £32,000 which is the same as the 2025-26 financial year.

A copy of the breakdown of the budget which shows how this money will be spent is available from the Parish Clerk upon request.

26/5 To agree a list of statutory payments which do not need to be authorised monthly.

It was resolved that the following are to be classed as statutory payments, and do not need to be approved at every meeting.

Salary payments; PAYE payments; contractual payments; subscriptions to SALC and SLCC; wayleave payments; audit fees; meeting room hire fees.

- 26/6 To consider changing the council's bankers from Lloyds Bank to Unity Trust Bank.
- It was resolved to change the council's bankers to Unity Trust Bank. Councillors Crawley, Crang, Rowland and Williams will be signatories. The Clerk will be authorised to set up payments but not authorise them.
- 26/7 To consider opening an investment account with CCLA.
- It was resolved to open an investment account with CCLA with the same arrangements as for Unity Trust Bank.
- 26/8 To comment on the following planning application.
- 25/03021/S73A. Thistledown Farm, Common Lane, Keinton Mandeville TA11 7DS. S73A Application to vary Condition 04 (agricultural occupancy condition), relating to planning permission 922387; The erection of an agricultural workers dwellinghouse Location: Thistledown Farm, Common Lane, Keinton Mandeville, TA11 7DS.
- It was resolved that the councillors have reviewed this planning application but do not wish to submit a comment.
- 26/9 To consider quotations received for resurfacing work at the Village Car Park.
- It was resolved to accept a quotation of £2,200 for this work.
- 26/10 To consider hedge and grass cutting in the parish.
- It was resolved to adjourn this item to the February meeting, where a working group of councillors will be set up to evaluate the work required.
- 26/11 To consider the purchase of flood emergency items.
- It was resolved to adjourn this item to the February meeting. The clerk will prepare a report to be considered at the meeting regarding the system of distributing flood emergency items.
- 26/12 To consider the dredging of the Village Pond.
- The Clerk will make further enquiries into this matter.
- 26/13 To consider a request from Charlton Mackrell Primary School to place a skip in the village car park for up to two weeks in February.
- It was resolved to grant this request.
- 26/14 To approve a terms of reference for the Traffic and Highways Working Group.
- It was resolved to approve a terms of reference, which is available from the Clerk upon request.
- 26/15 To review the terms of reference of the CIL working group.

It was resolved to approve a terms of reference, which is available from the Clerk upon request.

26/16 To review councillor training needs.

The Clerk briefed the councillors on the training requirements of the new annual audit procedures.

26/17 To receive the Speed Indicator Device report.

The Speed Indicator Device figures between 19th October 2025 and 19th January 2026 were noted.

Kingweston Road, Charlton Mackrell.

There was an average of 1,484 vehicles per day (inbound) and 1,415 vehicles per day (outbound).

Inbound – 82% of vehicles complied with the speed limit. 12% travelled at between 31 – 35mph. 4% between 36 – 40mph. 1% between 41 – 45% and 0% over 46mph.

Outbound – 60% of vehicles complied with the speed limit. 25% travelled at between 31 – 35mph. 10% between 36 – 40mph. 3% between 41 – 45% and 1% over 46mph.

Broadway, Charlton Adam

There was an average of 215 vehicles per day (inbound) and 221 vehicles per day (outbound).

Inbound – 89% of vehicles complied with the speed limit. 7% travelled at between 31 – 35mph. 3% between 36 – 40mph. 1% between 41 – 45% and 1% over 46mph.

Outbound – 77% of vehicles complied with the speed limit. 15% travelled at between 31 – 35mph. 6% between 36 – 40mph. 2% between 41 – 45% and 1% over 46mph.

These figures do not show the number of cars that speed up after passing the SIDs, which have been recorded in the past. This applies especially to Kingweston Rd, as the device is located at the top of the road.

26/18 To approve the following payments.

Payee	Details	Net £	VAT £	Total £
Anthony Jay	Clerk's salary December *	500.16	0.00	500.16
Anthony Jay	Clerk's salary January	500.16	0.00	500.16
HMRC	PAYE December *	156.22	0.00	156.22
HMRC	PAYE January	156.22	0.00	156.22
Anthony Jay	Clerk's expenses December *	38.85	0.00	38.85

Anthony Jay	Clerk's expenses January	61.33	0.00	61.33
Reading Room	Hall hire	46.00	0.00	46.00
Starboard Systems	Scribe Accountancy package. Set-up fee *	299.00	59.80	358.80
Youth Club	Grant*	1575.00	0.00	1575.00
SALC	Councillor Training £25, £25, £35	85.00	0.00	85.00
Starboard Systems	December subscription (Please note that a standing order has been set up for future monthly payments) *	37.00	7.40	44.40
Total		3454.94	67.20	3522.14

Payments marked with an asterix were made in December when there was no Parish Council meeting.

26/19 To receive councillor and clerk reports.

The Scribe accounting system is now operational, and all councillors will be given passwords to examine the accounts.

Councillor Williams asked for an agenda item to be included for the February meeting to increase the Clerk's weekly hours from 6 to 8.

Date of next meeting – Tuesday 17th February 2026.

End of minutes.