

The Charltons Parish Council

Minutes of the Parish Council Meeting held on Tuesday 18th May 2026 commencing at 7.30pm in The Reading Room, Charlton Mackrell.

Councillors Present: Councillors Joe Wooltorton (Chairman), Alan Crawley, Susie Crang, Karen Rowland and Kim Williams.

Parish Clerk: Tony Jay

In attendance: Five members of the public.

Public speaking.

A parishioner thanked the Parish Councillors for organising an excellent Annual Parish Assembly,

A Memorial Hall trustee spoke about agenda item 26/83 and explained reasons for the trust's licencing application.

Somerset County Councillor Report – There was no report.

26/59 To consider the election of the Chairman of the Council to serve until May 2027 and receive their declaration of office.

It was resolved to appoint Councillor Joe Wooltorton as Chairman.

26/60 To consider the election of the Vice Chairman of the Council to serve until May 2027 and receive their declaration of office.

It was resolved not to Vice Chairman for 2026-27.

26/61 To receive any apologies for absence.

All councillors were present.

26/62 To receive declarations of interest.

There were no declarations of interest.

26/63 To approve the minutes of the Parish Council meeting held on Tuesday 21st April 2026.

It was resolved to approve the minutes.

25/64 To receive and note the internal audit report.

The internal audit report was noted.

25/65 To approve the Annual Governance Statement.

Signed _____ Chairman Date _____

It was resolved to approve the Annual Governance Statement.

25/66 To approve the Annual Accounting Statements.

It was resolved to approve the Annual Accounting Statements.

25/67 To appoint an internal auditor for the 2026-27 financial year.

It was resolved to appoint Paul Russell as the internal auditor.

25/68 To note that the Parish Council will hold the General Power of Competence for 2026-27.

It was noted that the Parish Council holds the General Power of Competence for 2026-27.

25/69 To approve the confirmation of the dates for the period for the exercise of public rights as being 3rd June to 14th July 2026.

It was resolved to approve the dates as being 3rd June to 14th July 2026.

25/70 To appoint the members of the Personnel Committee.

It was resolved to appoint Councillors Crawley, Rowland and Williams as members of the Personnel Committee.

24/71 To appoint Parish Council Representatives for 2026/27.

It was resolved to appoint the following Parish Council Representatives.

- a. Footpaths – Councillor Williams
- b. Archdeacon Brymer Trust – This will be adjourned to the June meeting.
- c. Youth Services – Councillor Wooltorton
- d. Memorial Playing Field and Community Centre – Councillor Rowland
- e. Environment – Councillor Crang
- f. Conservation Area – Councillor Williams
- g. Flood Relief Measures – Councillor Crawley
- h. Highways – Councillor Crawley

25/72 To approve the renewal of the council's insurance policy for 2025-26.

It was resolved to renewal to council's insurance policy with Zurich Insurance.

26/73 To review and approve the Parish Council Standing Orders.

It was resolved to approve the Parish Council Standing Orders.

26/74 To review and approve the Parish Council Financial Regulations.

It was resolved to approve the Parish Council Financial Regulations.

Signed _____ Chairman Date _____

- 26/75 To review and approve all Parish Council policies.
It was resolved to approve all Parish Council policies.
- 26/76 To review and approve the Parish Council's asset register.
It was resolved to approve the Parish Council's asset register.
- 26/77 To approve a Parish Council investment strategy.
It was resolved to approve a Parish Council investment strategy.
- 26/78 To consider the amount of the initial investment with CCLA.
This item was adjourned until the June meeting.
It was resolved to appoint Councillors Crang, Crawley, Rowland and Williams as CCLA signatories.
- 26/79 To approve note the resignation of the Parish Clerk and to agree the recruitment process for a new Parish Clerk.
It was resolved to approve a recruitment package for a new Parish Clerk and to advertise the position with SALC and ALCA.
- 26/80 To confirm the appointment of Somerset Council to empty the village litter and dog bins during 2026-27 at a total cost of £1,352 plus VAT.
It was resolved to confirm the appointment of Somerset Council to empty the village litter and dog bins during 2026-27
- 26/81 To consider quotations received for verge cutting in the parish.
It was resolved to accept the quotation of £2,750 from Martin Butt to carry out verge cutting in the parish.
- 26/82 To approve that Jon Legge should carry out minor repair work to signs and gates in the parish at no charge, apart from reclaiming material costs.
It was resolved to request Jon Legge to carry out minor repair work in the parish at no charge.
- 26/83 To consider whether the Parish Council intends to object to an application to vary the premises licence for Charltons Community Centre and Memorial Playing Field.
It was resolved not to object to the premises licence application.
- 26/84 To receive the Speed Indicator Device report.
Kingweston Road, Charlton Mackrell.

Signed _____ Chairman Date _____

There was an average of 1,771 vehicles per day (inbound) and 1,645 vehicles per day (outbound).

Inbound – 69% of vehicles complied with the speed limit. 20% travelled at between 31 – 35mph. 8% between 36 – 40mph. 2% between 41 – 45% and 1% over 46mph.

Outbound – 57% of vehicles complied with the speed limit. 27% travelled at between 31 – 35mph. 12% between 36 – 40mph. 3% between 41 – 45% and 1% over 46mph.

Broadway

There was an average of 296 vehicles per day (inbound) and 263 vehicles per day (outbound).

Inbound – 87% of vehicles complied with the speed limit. 8% 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 0% over 46mph.

The Speed Indicator Device report was noted.

26/85 To approve the following non-statutory payments. The payment of statutory payments was approved in minute 26/5 of the January 2026 parish council meeting.

Payee	Details	Net £	VAT £	Total £
Anthony Jay	Clerk's expenses April	99.08	0.00	99.08
SALC	Councillor training	40.00	0.00	40.00
Reading Room	Hall hire	69.00	0.00	69.00
Western Web	Email account renewal	77.00	15.40	92.40
Western Web	Website accessibility audit	45.00	9.00	54.00
Paul Russell	Internal audit	165.00	0.00	165.00
Glasdon	New dog bin	286.00	0.00	343.20
Zurich Insurance	Annual policy renewal	602.22	0.00	602.22

It was resolved to approve the non-statutory payments.

26/86 To receive councillor and clerk reports.

There were no reports.

Date of next meeting – Tuesday 16th June 2026. End of minutes.

Signed _____ Chairman Date _____