

PAULTON PARISH COUNCIL

Minutes of the meeting of the Parish Council held on

Tuesday 21st October 2025 at 7.00pm held in the meeting room at the Village Hall, Paulton.

PRESENT Councillors, Bancroft, Ford, Johnson (Chairman), Lyons, Newton, Norman, Paul, Pitt and Wild.

IN ATTENDANCE Helen Jenkins (Clerk)
No members of the public were in attendance.

Minutes

25-131- APOLOGIES FOR ABSENCE

Apologies received for Cllrs Breeze-Crow, Hardman and Stevens.

25-132- PUBLIC PARTICIPATION

No members of the public were present.

25-133- DECLARATIONS OF INTEREST

To receive any Declarations of Interest, including Disclosable Pecuniary Interests (DPI) on the agenda under Paulton Parish Council's Code of Conduct (adopted on 30th November 2021) issued in accordance with the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, SI No. 1464.

Cllr Norman for any item regarding Books & Cooks.

25-134 - CO-OPTION OF A COUNCILLOR

To receive a written applications for the office of Parish councillor and to Co-opt candidates to fill the existing vacancy.

Resolved to appoint Ian Kiburn as a Parish Councillor.

25-135 - CONFIRMATION OF MINUTES

That the minutes of the Parish Council meeting held on 16th September 2025 be approved as a correct record and signed by the Chairman.

Resolved to approve the minutes of the meetings held on 16th September signed by the Chairman.

25-136 – CHAIRS REPORT

The Chairman reported the progress on the Community Orchard plans.

25-137 – CLERKS REPORT

The Clerk thank the Cllrs that were able to attend the Local Plan meeting held on 16th October and in particular Cllr Ford who had carried out a lot of work for the presentation and the delivery of the presentation.

There are some changes coming up in relation to the AGAR for 2025/2026 around emails how files are kept and access to them. Having taken part in a webinar on the subject Assertion 10, the Parish Council complies with most of the requirement in that our electronic file are not shared and restricted to use by Officers of the council. All Cllrs have separate email address for use for their council correspondence.

The office is busy preparing the events in November 2025.

25-138 – FINANCES

Noted the reports.

25-139 - SWIMMING POOL LIASION GROUP

Agreed that the Clerk will request details of the funding the Pool received and the shortfall in the funding for the disabled changing facilities.

25-140 - EXTERNAL AUDIT REPORT

Noted the comments and recommendations.

Cllr Pitt left the meeting at 7:40pm

25-141 - TERMS OF REFERENCE FOR THE COMMITTEES

Resolved to adopt the Terms of Reference for the Planning & Highways, Events and Staffing Committees and to adopt the Paulton Hub once a few amendments have been made.

Cllr Pitt rejoined the meeting at 7:50.

25-142 – SMALL GRANT APPLICATION

Resolved to decline the request.

25-143 - PAULTON MAGAZINE

Agreed that the graphic design work will be completed in house but that the for I which it is to be presented is on a drive rather than lots of individual emails.

25-144 – DATE OF NEXT MEETING

The next scheduled meeting of the Parish Council is on **Tuesday 18th November 2025 at 7.00pm.**

Meeting closed at 8:10pm

Signed.....
(Chairman)

Date.....