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To: - Councillors Bancroft, Breeze-Crow, Ford, Hardman, Johnson, Kilburn, Lyons, Mayo, Newton, Norman, Paul, Stevens and Wild.

You are summoned to attend the Annual Meeting of the Parish Council to be held in the meeting room, Village Hall, Paulton on **Tuesday 15th September 2026 at 7.00pm**. The agenda for the meeting appears below.

Helen Jenkins  
Clerk

### **THIS MEETING MAY BE FILMED OR RECORDED**

## **AGENDA**

### **1. APOLOGIES FOR ABSENCE**

To note any apologies for absence.

### **2. PUBLIC PARTICIPATION**

In accordance with Standing Order 3, members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.

### **3. 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 16th October 2012) issued in accordance with the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, SI No. 1464.

### **4. CONFIRMATION OF MINUTES**

That the minutes of the Parish Council meeting held on 21st July 2026 be approved as a correct record and signed by the Chairman.

### **5. REQUEST TO DISPLAY CROCHET POPPY WREATHS**

To discuss a request by the Royal British Legion, to display crochet poppy wreaths at the War Memorial during the Remembrance weekend.

**6. CHAIRMAN'S REPORT**

To receive a verbal report from the Chairman.

**7. CLERK'S REPORT**

To receive a verbal report from the Parish Clerk.

**8. FINANCES**

To note and receive the following finances for the period 1st July to 31st August 2026.

- Current Account bank reconciliation as at 31st August 2026
- Receipts and Payments
- Income and Expenditure summary showing % against budget for the period 1st July to 31st August 2026.

**9. HEALTH & SAFETY WORK REQUIRED ON HEADSTONES IN THE CEMETERY**

To note and approve the laying down of headstones in the cemetery to comply with Health & Safety regulations.

**10. ANNUAL PAY INCREASE FOR STAFF**

To approve the Local Government Association pay increase of 3.3%.

**11. REVIEW, APPROVE AND ADOPTION OF POLICIES**

To review and approve the existing policies for Community Engagement Strategy, Complaint Procedure, Training Policy, Delegation Policy and Investment and Borrowing Policy.

**12. SWIMMING POOL**

To review reports from the Pool Management team.

**13. NEIGHBOURHOOD PLAN**

An update on progress.

**14. OXLEAZE**

To discuss and if necessary, approve a maintenance plan for the Village Green area.

**15. REQUEST FOR EMERGENCY PLACES OF SAFETY**

To discuss and approve the use of the Village Hall as a Place of Safety on our B&NES Emergency Accommodation Register in the event of a local emergency (such as a fire, flooding, or other incident requiring evacuation).

**16. EXCLUSION OF PRESS AND PUBLIC**

That pursuant to the provision of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business by reason of the confidential nature of business to be transacted - Legal privilege.

**17. ESTIMATES FOR NEIGHBOURHOOD PLAN**

To discuss and approve one of the estimates for the Landscape Character Assessment.

**18. DATE OF NEXT MEETING**

The next scheduled meeting of the Parish Council is on **Tuesday 20th October 2026 at 7.00pm.**