

# PAULTON PARISH COUNCIL

Minutes of the Annual meeting of the Parish Council held on  
Tuesday 19th May 2026 at 7.00pm held in the Village Hall, Paulton.

**PRESENT** Councillors Bancroft, Breeze-Crow, Ford, Hardman, Johnson,  
Lyons, Newton, Paul, Stevens and Wild.

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

## **Minutes**

### **26-67- ELECTION OF CHAIRMAN 2026/2027**

Cllr Johnson was elected as Chairman.

### **26-68- ELECTION OF VICE-CHAIRMAN 2026/2027**

Cllr Norman was elected as Vice-Chairman.

### **26-69- APOLOGIES FOR ABSENCE**

Apologies received from Cllrs Kilburn and Norman.

### **26-70– PUBLIC PARTICIPATION**

There was one member of the public present.

### **26-71- 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.

There were none.

### **26-72- CO-OPTION OF A COUNCILLOR**

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

**Resolved** to appoint David Mayo as a Parish Councillor.

### **26-73 – CONFIRMATION OF MINUTES**

That the minutes of the Parish Council meeting held on 21<sup>st</sup> April 2026 be approved as a correct record and signed by the Chairman.

**Resolved** to approve the minutes of the meetings held on 21st April 2026 and signed by the Chairman.

## 26-74 – CHAIRS REPORT

The Chairman advised that he had been invited to open new garden at Paulton Hospital on Wednesday 10<sup>th</sup> June 2026 between 2:00pm and 4:00pm. He also gave an update on the arrangements for Old Mills Lane becoming a quiet lane for cyclist and pedestrians and the statement posted on the Parish Council's Facebook page regarding the decision made by the council regarding the café at the Hub.

## 26-75– CLERKS REPORT

Year-end documentation and statements have been prepared and if approved later in the meeting, will submitted to the external auditor. The Clerk will start the CiLCA training on 27<sup>th</sup> May 2026.

## 26-76 – APPOINTMENT OF MEMBERS TO COMMITTEES

**Resolved** – The appointment of members to Committees for 2026/27 is approved as follows:

| Committees 2025/2026    |  |
|-------------------------|--|
| Events (6)              | Janner Breeze-Crow<br>Liz Hardman<br>Anne Lyons<br>David Mayo<br>Bernard Newton<br>Miranda Stevens |
| Parks and Amenities (6) | Janner Breeze-Crow<br>Kathryn Ford<br>Ian Kilburn<br>Bernard Newton<br>Rob Norman<br>Marian Wild   |
| Planning & Highways (9) | Paul Bancroft<br>Kathryn Ford  |

|                            |  |
|----------------------------|--|
|                            | Liz Hardman<br>Grant Johnson<br>Ian Kilburn<br>David Mayo<br>Bernard Newton<br>Rob Norman<br>Kayleigh Paul |
| Paulton Hub Management (5) | Paul Bancroft<br>Liz Hardman<br>Anne Lyons<br>Bernard Newton<br>Miranda Stevens                            |
| Staffing (5)               | Paul Bancroft<br>Kathryn Ford<br>Liz Hardman<br>Anne Lyons (C)<br>Rob Norman                               |

**26-77–APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES AND PARTNERSHIP GROUPS 2026/2027**

**Resolved** – that the following was noted:

- Parish Liaison – Cllr Hardman will attend meetings.
- ALCA – Chairman and Vice-Chairman are invited to attend these meetings, a Councillor representative can attend if both are unavailable.

**26-78 – ANNUAL RETURN 2025/2026 – ANNUAL GOVERNANCE STATEMENT**

To approve and sign the Annual Governance statement (section 1 on the Annual Return).

**Approved** and signed

**26-79 – ANNUAL RETURN 2025/2026 – ACCOUNTING STATEMENTS**

To approve and sign the Accounting Statements (section 2 on the Annual Return).

**Approved** and signed.

**26-80 – APPOINTMENT OF INTERNAL AUDITOR**

To approve the auditors Auditing Solutions Ltd for the year 2026/27.

**Approved.**

**26-81 – RISK ASSESSMENT, STANDING ORDERS, FINANCIAL REGULATIONS, CODE OF CONDUCT**

**Resolved** to approve the current Risk Assessment, Standing Orders, Financial Regulations and Code of Conduct.

**26-82 – SWIMMING POOL**

**Noted** the reports received from the Swimming Pool Manager. The constitution needs to be reviewed ready for amendments to be submitted to the Charity Commission.

**26-83 - NEIGHBOURHOOD PLAN**

An update was received from the Councillor working on the plan.

**26-84 - BDO RETURN**

Nil return to be submitted.

**26-85 - COPPER BEECH TREE**

The Copper Beech tree in the grounds of Holy Trinity Church is to be felled due to a fungal disease. An approach will be made to B&NES to see if any wood from the tree can be used to make sets of benches. A request was made to advise residents of the condition of the tree and the reason behind the decision to fell.

**26-86 - SCHEDULE OF MEETINGS**

Revised dates for July 2026 noted.

**26-87 – DATE OF NEXT MEETING**

The next scheduled meeting of the Parish Council is on **Tuesday 16th June 2026 at 7.00pm.**

Meeting closed at 8:00pm

Signed.....(Chairman)

Date.....