

Draft Minutes subject to acceptance at the next meeting.

CHELWOOD PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT CHELWOOD VILLAGE HALL, CHELWOOD ON THURSDAY 5th February 2026 COMMENCING AT 7.45PM

Present: Cllrs Julie Glynn (chair), Peter Jones, Pat Harrison and Alex Scholfield; also in attendance Cllr Sam Ross and Alan Butcher (Clerk)

2602/1 - Apologies for absence. Cllr Lucy Sherborne.

2602/2 - Declarations of Interest: No declarations were made.

2602/3 - Public Participation:

The Chairman will adjourn the meeting and allow a maximum of 15 minutes for public participation on matters included on the agenda only. Agenda matters.

- i) Report from Ward Councillor.
- ii) Cllr Ross reported that she had discussed problems with potholes with Highways. She had been talking to police about local crime.

2602/4 - Confirmation of the Minutes of previous meetings:

- i) That the Minutes of the Meeting held on 4th December 2025 be agreed and signed as a true record. These were so agreed, all in favour. They were then signed by the Chairman.

2602/5 - Parish Council Response to Planning Applications

- i) No applications were received before the publication of this agenda.
- ii) Update on Fry's Bottom Wood. Cllr Ross had no further information on this matter although she noted that the period for compliance with the orders was coming to an end.

2602/6 - Parish Council Matters.

- i) Highways matters:
Flooding on A368, Fry's Bottom Lane and other locations.
Cllr Ross noted that recent works had reduced flooding in some areas although Cllr Harrison reported severe flooding of the A368 near the scout field following recent heavy rain. B&NES had attended to deal with the situation.
Slippery road surfaces in Fry's Bottom Lane. Cllr Ross noted that an item had been included for works to Fry's Bottom Lane although she was unsure what these works were.
Debris on Chelwood Bridge. Some of this had been cleared.
- ii) Matters relating to the Village Hall. Cllr Glynn noted that a request for a CCF Grant for solar panels had been submitted.

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- iii) Audio system for the village hall. Cllr Ross had brought equipment to test the existing system and the type of equipment required ascertained. A small shelf would be required for the equipment.
- iv) B&NES Local Plan and Supplementary Planning Document Consultation. A consultation would take place in April 2026.
- v) Annual Parish Meeting date and arrangements. It was agreed to hold the Annual Parish Meeting on 23rd April 2026 with arrangements similar to 2025.

2602/7 - Financial:

- i) Clerks expenses for December and January 2026. £97.64 which included the additional cost of an upgraded website hosting package. This was agreed and a cheque raised.
- ii) HMRC Tax payment. £55.60. This was agreed and a cheque raised.
- iii) Village Hall invoice £180. This was agreed and a cheque raised.
- iv) Accounts to 31st December 2025. These had been circulated and were agreed. A bank reconciliation was signed by Cllr Scholfield.
- v) Agreement of Budget for 2026/27 and onwards and setting of Precept. This was circulated and the figures noted. The clerk advised that the budget did not include any allowance for capital expenditure. The budget was agreed, all in favour, with the precept set at £4000, no increase on 2025/6.
- vi) Latest date for Precept submission 10th February 2026. The clerk would submit the Precept Request on 6th February 2026.
- vii) Bank signatory. Cllr Scholfield completed a bank form with additional details. The clerk advised that he was investigating online banking.

2602/8 - Matters of Report

Cllr Jones raised the matter of the bus stop near Chelwood Bridge which was closed due to roadworks. Buses were currently stopping in Clutton making it difficult for those using the bus to get to Chelwood. Cllr Ross to investigate.

2602/9 - Date and Time of Future Parish Council Meetings.

Thursday 2nd April 2026 (this meeting is immediately before Easter)
Thursday 28th May 2026 (Annual PC Meeting)
Annual Parish Meeting – Thursday 23rd April 2026 (7pm)
Meetings commence at 7.30pm

Alan Butcher.
Parish Clerk.
17th February 2026
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