CLERK'S REPORT – 19th MAY 2026

Financial Matters – Agenda Item 9

Community Infrastructure Report – Your attention is drawn to the further and final CIL receipt of £4,844.31 in respect of the Mount Pleasant Quarry development giving a total of £17,026.07 in the year 2026-27 for spend in the next three years.

Parish Council Matters – Agenda Item 6

To Report the Employment of the new Clerk – Mrs Sian Griffiths has been appointed as the new Clerk, and commenced employment on 1st May, and is undertaking the Introduction to Local Council Administration (ILCA) training programme.

Employment Arrangements, and hours of work for the Clerk – Mr G. Davis from 1st July 2026. Consequent upon the employment of Sian Griffiths, the Council needs to agree what hours of work they require from Mr. Geoff Davis from 1st July to 30th June 2027, his final retirement date. The budget of £7,572 set for the year 2026-27 would allow for 5 or 6 hours per month. £7572 - £5306.40 (SG 11 months 30hrs @ £16.08) - £1244.10 (GD 3 months 22hrs @ £18.85) = £1021.50 (which equates to 9 months 6hrs @ £18.85 9 months 5hrs @£18.85 leaves £173.25 available to cover any pay award in October).

Parish Councillor Responsibilities – The following draft allocations to be finalised at this meeting.

James Bradby	Church liaison, Village Hall liaison
Adelle Brenner	School Liaison, Police Liaison, Somerset Coal Canal Society Liaison
Penny Tranter	Footpaths and Bridleways, Bath Preservation Trust Representative,
Oli Treasure	Village Playground and Garden
Mark Womersley	Roads and Highways, Bath Preservation Trust
Mike Wareham – Vice Chair	Bus Shelter, Village Bus Services, B&NES Parishes liaison
Des Wighton - Chair	Planning policy and consultation, Village Hall liaison, Village Hall Car Park Village Lock-up, Mill Lane Phone Box, School Liaison
Geoff Davis – Clerk	Responsible Financial Officer, Parish Notice Boards and Communication

Equipment and Facilities – Checks by Councillors to report

- Car Park – The Clerk will report on the Land Registry and other papers covering title and transfers of this land.
- Village Playground - To consider provision of a Slide using CIL Funding. The Clerk has received the £350 WCEF funding. The Chair is progressing proposals with suppliers.
- Neighbourhood Watch & Police Report
- Lockup
- Miss Davies Garden
- Village Hall

Church Wall Noticeboards – Agenda Item 11

The design, layout and content for the Monkton Combe Interpretation Panels for the Churchyard Wall, have been agreed. The Advertising Consent has been granted, the Listed Building Consent has been granted. A Purchase Order has benn sent and accepted by Amanda Steer who confirms that she expects to complete her work by Mid July. The Clerk will raise a Purchase Order to Niel Morgan Design requesting a Proforma Invoice as confirmation of acceptance. Then both Proforma invoices together with the two Consent Notices will be sent to Nicole Daw – Cotswold National Landscapes to request grant funding. What level of funding that is available in this new financial year will only be known when CNL reply. Any shortfall will be met from CIL funds.

CLERK'S REPORT – 19th MAY 2026

Highways and Footpaths – Agenda Item 13

Temporary Closure of Public Footpaths BA16_2 & BA22_18, Tucking Mill Reservoir – The closure has been extended to 19th July.

Second Bench on Shaft Road – Potential CIL Project. However, proposed site is adopted Highway, so permission will be required from B&NES Highways. This may involve a Planning Application and/or a Section 171 Licence.

Reports – Agenda Item 14

Parishes Liaison Meeting - Next Meeting - Wednesday 22nd July 2026.

Dates for Future Meetings – Agenda Item 17

Dates of next meetings

To agree dates for the coming year, in the following months:-

- July 2026 - Parish Council Meeting
- September 2025 - Parish Council Meeting
- November 2025 - Parish Council Meeting
- January 2027 – Parish Council Budget & Precept meeting.
- March 2026 - Parish Council Meeting
- April 2027 at 7:30 p.m. Annual Parish Meeting
- May 2027 – Annual Parish Council Meeting

Audit and Annual Return