

Councillors are Summoned to a Meeting in the Village Hall at 7pm on Monday January 12th 2025

Nigel Ashton, Gordano Valley Ward Cllr attends when possible

Members of the public may talk with Councillors before or after the meeting.

Residents may submit agenda items to the Clerk by the Wednesday before the meeting at which the item will appear.

Where appropriate, the Chair may suspend Standing Orders to allow residents to contribute to the discussion of an agenda item.

Don Hill - Clerk

Agenda & Notes

There are Councillor vacancies - please contact a Councillor or the Clerk if you are interested in becoming involved

Before each meeting Clerk & Chair will Exchange back up disks

1. APOLOGIES

2. DECLARATIONS OF INTEREST *(Dispensations apply to Cllrs re the setting of the precept, and to Village Hall matters)*

3. LAST MEETING MINUTES

Minutes of the meeting on December 8th to be agreed and signed.

4. PLANNING *(The NSC website has full details. Applications notified on the meeting day will also be considered)*

- i. **New: 25/P/2526/TRCA** - Manor House tree work
- ii. **Decision Awaited: 25/P/2140/FUL** - Yew Corner, Walton Bay. Replacement house

5. PARISH MATTERS

- i. **Highways & Footpaths:** Cllrs Flower and Cannell preparing works and cost arrangements.
- ii. **Public Light:** Maintenance contract - awaiting details from contractor and NSC. **Clerk to chase**
- iii. **Walton Bay Bus Stop erosion:** Still no feedback from NSC.
- iv. **Drainage pipe - Coast Road to Walton Bay:** reported twice to be taking in sewage. No NSC response.
- v. **Blocked Gullies on Lower Walton Street:** Clerk has asked our Area Officer if work has been done
- vi. **Blocked Gullies at Walton Bay - Farley:** Report and photo indicating gullies still blocked. Cllr Ashton investigating a resident's direct complaint to him.
- vii. **Black bollard** - around the Cross Tree has been destroyed and needs replacing. **Clerk to chase**.
- viii. **Blocked brook on Walton Street:** contractors booked: no start date yet.
- ix. **30 mph sign at Plum Tree:** Cutting surrounding hedging due to be done.
- x. **Notice Boards:** Ring-fenced provision is included in 2026-27 budget discussion document.
- xi. **Highway Improvements:** Cllr Flower to seek a consultant to prepare a report on all the parish roads.
- xii. **Horse sign in Moor Lane:** Waiting for sign's removal.
- xiii. **NSC Shared Cost Parish Maintenance Trial:**

6. COUNCILLORS REPORTS

7. FINANCE

- i. **2025-26 Accounts to date:** to be reviewed and reconciled with the bank statement.
- ii. **Draft 2026-27 Budget:** To be reviewed and approved.
- iii. **Payments to Authorise:**

8. GOVERNANCE

Preparing for Assertion 10 (AGAR 2025/26):

- i. Clerk working on supporting documents to Assertion 10.
- ii. **ALCA GDPR Awareness Webinar:** 3 attendees, at £17.50 each. Booking confirmed.
- iii. **Clerk's 2 Courses re Assertion 10:** These are £35.00 each. 1 to be paid for by Walton at £35: the other to be paid for by Puxton PC. Courses booked.

9. DATE OF NEXT MEETING: Monday February 9th 2026

Minutes of the Meeting Held on Monday 8th December 2025

Meetings are held at 7.00pm in the Village Hall unless stated otherwise - Nigel Ashton, Gordano Valley Ward Cllr, attends when possible

There is a vacancy for a Councillor - contact a Councillor or the Clerk if you would like to apply

Present: Cllrs Brian Cannell (Chair), Claire Flower, Dave Wherrett

In Attendance: Don Hill (Clerk)

Public Attendance: 0

077/25 APOLOGIES

NSC Ward Cllr Nigel Ashton

078/25 DECLARATIONS OF INTEREST (Dispensations apply to Cllrs re the setting of the precept, and to Village Hall matters)

Cllr Flower: Under Minute 081/25i re parish maintenance - her partner is the prospective contractor.

079/25 LAST MEETING MINUTES

The November 12th minutes were agreed and signed.

080/25 PLANNING (The NSC website has full details. Applications notified on the meeting day will also be considered)

- i. **New:**
- ii. **Decision Awaited:25/P/2140/FUL:** Yew Corner, Walton Bay. Replacement house
- iii. **Approved: 25/P/2163/AOC:** 2 Manor Cottages Project Management Plan.

081/25 PARISH MATTERS

- i. **Highways & Footpaths:** Cllrs Flower and Cannell preparing works and cost arrangements.
- ii. **Public Light:** Maintenance contract being sought - awaiting details from contractor and NSC. **Clerk to chase**
- iii. **Walton Bay Bus Stop erosion:** Still no feedback from NSC.
- iv. **Drainage pipe - Coast Road to Walton Bay:** reported twice to be taking in sewage. No NSC response.
- v. **Blocked Gullies on Lower Walton Street:** Clerk has asked our Area Officer if work *has* been done.
- vi. **Blocked brook on Walton Street:** contractors booked: no start date yet.
- vii. **Gullies - Squires Cottage to Two Acres Drive:** Cllr Wherrett reports them as running freely after recent heavy rains.
- viii. **30 mph sign at Plum Tree:** Cutting surrounding hedging due to be done.
- ix. **Notice Boards:** Ring-fenced provision is included in 2026-27 budget discussion document.
- x. **Highway Improvements:** Cllr Flower to seek a consultant to prepare a report on all the parish roads.
- xi. **Horse sign in Moor Lane:** Waiting for sign's removal.
- xii. **Fly-tipping:** Bags of rubbish on the highway by the golf club fence parking area - cleared.
- xiii. **The junction warning sign at the Seascapes:** This coast road sign never did get replaced. When the new Walton Bay entry signs were erected they contained a warning of concealed entries that took the place of the damaged junction sign.
- xiv. Vexatious Behaviour Order renewal was discussed and noted as an unfortunate necessity.

The meeting noted that a deathly silence has fallen over any form of communication with NSC.

082/25 COUNCILLORS REPORTS

Cllr Wherrett: Portishead TC have reserved funds towards a possible bus service. The idea of Nailsea & District Community Transport (NDCT) has been revived. Ways of funding the service were explored and, crucially, costings involved in setting it up were discussed. Costings from NDCT are awaited. (*Post meeting note: Full details of how NDCT's various services work and what they cost can be found at <https://ndct.co.uk/>. The shopping service is based on a group membership annual fee and an individual per trip fair.*)

083/25 FINANCE

- i. **2025-26 Accounts to date:** were reviewed and reconciled with the bank statement.
- ii. **Draft 2026-27 Budget:** The budget is tight, but 'do-able'. There was extensive discussion on how the distribution of Capital Funds would best serve the anticipated needs of the Parish, and adjustments were made. **The attached appendix** represents the draft - which may yet be 'tweaked' - as it will go forward for approval at the January meeting.
- iii. **Payments Authorised: HMRC re PAYE** - £161.20 will be taken by Direct Debit.

084/25 GOVERNANCE

Preparing for Assertion 10 (AGAR 2025/26):

- i. Clerk working on supporting documents to Assertion 10.
- ii. **ALCA GDPR Awareness Webinar:** 3 attendees, at £17.50 each. Booking confirmation awaited.

085/25 DATE OF NEXT MEETING: Monday January 12th 2026

The meeting closed at 8.50pm

APPENDIX

DRAFT

WALTON-IN-GORDANO PARISH COUNCIL'S BUDGET FOR THE FINANCIAL YEAR 2026-2027

EXPENSES HEAD	25-26 BUDGET	25-26 ESTIMATE	% DIFFERENCES between 25-26 budget and estimate	26-27 Draft Budget	% Differences between 25-26 Budget and 26-27 Budget
Clerk's Pay	£3225.00	£3225.00	0.0	£3332.00	3.3
Clerk's & Other Expenses	£315.00	£397.00	26.0	£400.00	27.0
Hall Hire Fee	£150.00	£144.00	-4.0	£150.00	0.0
Public Light	£500.00	£418.00	-16.4	£700.00	40.0
Insurance, Subs, Audit, Legal	£600.00	£490.00	-18.3	£600.00	0.0
Parish Maintenance	£2500.00	£0.00	-100.0	£2500.00	0.0
Other Costs	£500.00	£200.00	-60.0	£1000.00	100.0
Website	£400.00	£424.00	6.0	£450.00	12.5
Bank Charges	£0.00	£51.00		£60.00	
Election Provision	£200.00	£200.00	0.0	£250.00	25.0
Capital Provision (noticeboards)	£1000.00	£1000.00	0.0	£1000.00	0.0
Contingency Fund	0	£0.00			
PRECEPT	£9390.00	£6549.00	-30.3	£10442.00	11.2
Contingency Fund					

NOTES

Clerk's Pay increase is +3.2%. This is the NALC agreed increase due to be paid retrospectively from April 2023, but Walton-in-Gordano Clerk doesn't take it until the following April - 2026.

Clerk's Expenses have not increased over the years. Since Clerk no longer able to drive, he is taxied by Chair at standard public service mileage cost.

Hall Hire Fee has not increased over the years but has done so post a Hall Committee reviews in Autumn 2024/25.

Public Light: The running cost increases of the new light are significant but understandable. A sum for a maintenance contract is provided now the new light is in to operation. The Clerk progressing this.

Highways & Footpaths: The 25-26 Budget included provision for a contractor working 2 days per visit. 8hrs per day. 4 visits per year = 64 hrs @ £30 per hr = £1920. **26-27 costings being worked on.**

Insurance, Subscriptions Audit and Legal: There is provision for modest increases in these costs.

Other Costs: is a catch all for unforeseen expenses which are likely to increase rather than otherwise with the increasing service responsibilities passing down from our Principal Authority. **Provision for defibrillator service costs and £500 Centenary Fete contribution are included here.**

Website: This is working well. In addition to the annual service cost, provision is included for special event adjustments such as coronations, jubilees, death of a senior Royal etc.

Bank Charges: Introduced for the first time during 2025-26 at £4.25 per calendar month.

Election Provision: In 2023 contested election cost were running at some £1900 and will be more by the next election in 2027. It is prudent to build this provision to nearer £3000. It currently stands at £2735.

Capital Provision has stood budgeted at £1000 since its introduction. As we can see, it takes years to build the fund, but just one or two capital projects to decimate it. 2026-27 will include a ring-fenced provision towards new noticeboards plus a transfer from the General Fund - see 2nd page below.

The Precept Increase: Principal Authorities - NSC in our case - are funnelling costs down to town and parish councils due to the squeezing of their own funding from Central Government and the annual government-imposed caps on their Council Tax increases. Parishes like ours, that have no income generating assets, have to be realistic about how much they need to operate with from year to year under these circumstances, and how much they need to provision for future capital costs

WALTON-IN-GORDANO PARISH COUNCIL - CAPITAL FUND RING-FENCED BREAKDOWN WITHIN
TOTAL FUNDS

FUND	ITEM	£		
CAPITAL FUND	Highway Projects	12,000		
	Noticeboards	3,000		
	Contingency	2,000		
	Capital Fund Total		17,000.00	
GENERAL FUND		4,010.34	4,010.34	
TOTAL OPERATING FUNDS	Capital plus General		21,010.34	
	Add Current Account	500	500.00	
TOTAL FUNDS	Operating plus current	21,510.34	21,510.34	

The figures above are based on Total Funds at £21510.34 at November 17th 2025

WALTON-IN-GORDANO PARISH COUNCIL INCOME & EXPENDITURE: 1st April 2025 - 31st March 2026 (Precept £9390)

DATE	ITEM	BANK (run via deposit account)						GENERAL FUND EXPENSE ANALYSIS										VAT	OPERATING FUNDS			
		CH	IN	OUT	BALANCE	Stmnt	NOTES	Clerk	Clk/Cllr	Hall	Public	Ins/Subs	Parish	Other	Web	Bank	TOTALS		Election	Capital	General	Total Op
2025								Exp	Hire	Light	Audit	Maint	Costs	site	Charge		Pro	Prov	Fund	Funds		
-2026					15,574.39													2335.24	6400.00	6429.81	15165.05	
Apr 1	Funds Bought Forward				500.00														500.00	500.00	0.00	
	Less bal on Treasurer's a/c																					
	OPERATING BAL B/F				15,074.39	Apr												2,335.24	5,000.00	7,739.15	15074.39	
Apr 14	Clerks Pay & Expenses	SO		241.20	14,833.19	Apr		215.00	26.20								241.20				241.20	
	ALCA	BACS		115.16	14,718.03	Apr					115.16						115.16				115.16	
	Bank Charges			4.25	14,713.78	Apr											4.25	4.25			4.25	
	WME re Street Light Feb	DD		15.71	14,698.07	Apr				15.71							15.71	2.62			15.71	
	Precept 1st Half		4695.00		19,393.07	Apr											0.00	200.00	1,000.00	3,495.00		
	Interest		12.43		19,405.50	Apr											0.00				12.43	
	HMRC Jan/Feb/Mar 2025 Prior Yr	DD		153.60	19,251.90	Apr	Agrees	153.60									153.60				153.60	
					19,251.90											0.00				0.00		
May 12	Clerks Pay & Expenses	SO		241.20	19,010.70	May		215.00	26.20								241.20				241.20	
	Hall Hire for year	BACS		144.00	18,866.70	May				144.00							144.00				144.00	
	WME re Street Light Mar	DD		16.79	18,849.91	May				16.79							16.79	2.80			16.79	
	Bank Charges			4.25	18,845.66	May											4.25	4.25			4.25	
	P Smith - Internal Audit	BACS		63.00	18,782.66	May				63.00							63.00				63.00	
	Interest		13.17		18,795.83	May											0.00				13.17	
	Zurich Insurance	BACS		264.00	18,531.83	May	Agrees			264.00							264.00				264.00	
					18,531.83	Jun										0.00				0.00		
Jun 9	Clerks Pay & Expenses	SO		241.20	18,290.63	Jun		215.00	26.20								241.20				241.20	
	WME re Street Light Apr	DD		36.97	18,253.66	Jun				36.97							36.97	6.16			36.97	
	Bank Charges			4.25	18,249.41	Jun											4.25	4.25			4.25	
	Interest		12.43		18,261.84	Jun											0.00				12.43	
	B Cannell Exp re Clerk's Travel	BACS		35.10	18,226.74	Jun	Agrees	35.10									35.10				35.10	
					18,226.74	Jul										0.00				0.00		
Jul 14	Clerks Pay & Expenses	SO		241.20	17,985.54	Jul		215.00	26.20								241.20				241.20	
	WME re Street Light May	DD		37.93	17,947.61	Jul				37.93							37.93	6.62			37.93	
	Interest		10.52		17,958.13	Jul											0.00				10.52	
	HMRC re PAYE Apr/May/Jun	DD		161.20	17,796.93	Jul		161.20									161.20				161.20	
	Bank Charges			4.25	17,792.68	Jul	Agrees										4.25	4.25			4.25	
					17,792.68											0.00				0.00		
Aug 1	Clerks Pay & Expenses	SO		241.20	17,551.48	Aug		215.00	26.20								241.20				241.20	
	WME re Street Light Jun	DD		36.52	17,514.96	Aug				36.52							36.52	6.09			36.52	
	Bank Charges			4.25	17,510.71	Aug											4.25	4.25			4.25	
	Interest		11.33		17,522.04	Aug	Agrees										0.00				11.33	
					17,522.04											0.00				0.00		
Sep 8	Clerks Pay & Expenses	SO		241.20	17,280.84	Sep		215.00	26.20								241.20				241.20	
	Bank Charges			4.25	17,276.59	Sep											4.25	4.25			4.25	
	Precept 2nd half		4695.00		21,971.59	Sep											0.00	200.00	1,000.00	3,495.00		
	Interest		10.15		21,981.74	Sep											0.00				10.15	
	ICO annual fee	DD		47.00	21,934.74	Sep	Agrees			47.00							47.00				47.00	
					21,934.74	Oct										0.00				0.00		
Oct 13	WME re Street Light Jul			37.31	21,897.43	Oct				37.31							37.31				37.31	
	WME re Street Light Aug	DD		38.14	21,859.29	Oct				38.14							38.14				38.14	
	Bank Charges			4.25	21,855.04	Oct											4.25	4.25			4.25	
	Interest		10.84		21,865.88	Oct											0.00				10.84	
	Clerks Pay & Expenses	SO		241.20	21,624.68	Oct		215.00	26.20								241.20				241.20	
	HMRC PAYE Jul/Aug/Sep	DD		161.20	21,463.48	Oct	Agrees	161.20									161.20				161.20	
Nov 10	Clerks Pay & Expenses	SO		241.20	21,222.28																	

	Bank Charges			4.25	21,017.44	RT	Agrees									4.25	4.25				4.25				
					21,017.44													0.00					0.00		
Dec 8	WME re Street Light Oct			40.25	20,977.19	RT				40.25								40.25	6.71				40.25		
	Clerks Pay & Expenses			241.20	20,735.99	RT		215.00	26.20									241.20					241.20		
	Bank Charges			4.25	20,731.74	RT												4.25	4.25				4.25		
	Interest		10.06		20,741.80	RT												0.00					10.06		
	B Cannell Exp re Clerk's Travel			60.30	20,681.50	RT	Agrees		60.30									60.30					60.30		
Jan 12	WME re Street Light Nov			39.68	20,641.82					39.68								39.68	6.61				39.68		
					20,641.82												0.00					0.00			
					20,641.82												0.00					0.00			
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					20,641.82												0.00					0.00			
					20,641.82												0.00					0.00			
	OPERATING FUNDS				20,641.82												0.00					0.00			
	INCOME & EXPENDITURE TOTALS	9492.28	3924.85														0.00					0.00			
	Add standing bal on Tr a/c			500.00		Total Expenses	2,411.00	331.20	144.00	337.24	489.16	0.00	0.00	174.00	38.25	3,924.85	72.93	2,735.24	7,000.00	10,906.58	20,641.82				
	TOTAL FUNDS TO C/F			21,141.82				Clerk	Cirk/Cllr	Hall	Public	Ins/Subs	Parish	Other	Web	Bank	3,924.85	VAT	Election	Capital	General	Operating			
								Exp	Hire	Light	Audit*	Maint	Costs	Site	Charge				Prov	Prov	Fund	Funds			
	Budget 2025-26				3,225.00	315.00	150.00	500.00	600.00	2,500.00	500.00	400.00	0.00	8,190.00											
	Election Provision																200.00								
	Capital Provision **																1000.00								
	PRECEPT																9390.00								
						Actual Expenses 2024-25	2,915.40	314.40	108.00	194.65	396.25	2,458.65	0.00	918.00	4.25	7,309.60	Acc	2735.24	7000.00	10906.58	21141.82				
						I	J	K	L	M	N	O	P				+	+	+	+	+	=			

RT in Statement Column = Recent Transaction checked online rather than via statement

Monthly bank charges were imposed by the bank after the budget was set