

# Councillors are Summoned to a Meeting in the Village Hall at 7pm on Monday April 13th 2026

*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 February 9th 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:**
  - ii. **Granted:**
    - a) **25/P/2526/TRCA** - Manor tree work.
    - b) **25/P/2140/FUL** - Yew Corner, Walton Bay. Replacement house now going forward without entry on to Coast Road. A. Letter of thanks was received from the owners and copied to Members re the Council's support for the original project. **The owners plan to attend the May Annual Parish Meeting**
    - c) **26/P/0056/FUH** Old School House new conservatory.
    - d) **26/P/0270/NMA:** The Old School, Walton Street - amendment to application 25/P/0188/FUH.
    - e) **Parish Council Comment as submitted to Planners re 26/P/0270/NMA at d) above (to ratify):**

*This roofing amendment adds some roof windows, with which we have no problem. However, it also significantly changes the material and appearance of the new extension roof. The original approval contained the following statement (also aligned with the NSC delegated report): The materials to be used in the development hereby permitted shall be in complete accordance with the approved plans and specifications unless details of any alternative material have first been submitted to and approved, in writing, by the Local Planning Authority. Reason: To ensure that the materials to be used are acceptable in order to maintain the character and appearance of the building and those of the surrounding area, and in accordance with policy CS12 of the North Somerset Core Strategy and policies DM32 and DM38 of the North Somerset Sites and Policies Plan (Part 1). In this respect, the proposed amended composite slates are of a lighter colour to the existing. The reason given in the latest application for variation is:*

*'With respect to the roofing material, to provide a more uniform appearance between the new and existing roofs and due to poor availability of matching natural slate.'*

*From the pictures supplied, the proposed slates are not the same colour as the existing - they are noticeably lighter. How can they therefore provide a more uniform appearance between new and old Quite the opposite (unless the owners propose to change the complete old roof slates to the composite material). The new roof with the proposed composite slates will certainly not 'maintain the character and appearance of the building and those of the surrounding area, and in accordance with policy CS12'.*

*'Poor availability' does not mean 'unavailable', it just means that they are more difficult and more costly to procure. This should not be a consideration in dealing with a listed building (as we have seen many times in the past within Walton and various planning applications).*

## 5. PARISH MATTERS

- i. **Highways & Footpaths:** Cllrs Flower and Cannell preparing works and cost arrangements. Parish Councils received a letter from NSC Footpaths seeking volunteer help with footpath upkeep. Clerk has responded that we do not have a footpath group but that we are hoping to have a contractor to do basic Highways and Footpath maintenance.
- ii. **Public Light:** Maintenance contract update.
- 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 the Coast Road from Squires Cottage to the B3124 Cross Tree Junction:**  
7 gullies to be dugout from Two Acres Park to The Gargoyle.  
  
17 gullies reported to the NSC drainage team for emptying: 2 outside Squire Cottage - 2 from Two Acres Park to Walton Bay Park - 1 outside Seascapes - 1 outside Arodene - 2 outside Taggart House - 1 opposite Hill Cottage - 1 outside Orchard Lea - 1 outside Sylvanlea - 1 outside Old Rectory House - 5 from The Old School to Cross Tree junction with B3124
- vi. **Black bollard** - around the Cross Tree has been destroyed and needs replacing. Reported 23/02/26 reference number 0010-4244-7504-9730.
- vii. **30 mph sign at Plum Tree:** Cutting surrounding hedging due to be done.
- viii. **Notice Boards:** model to be agreed and ordered. Erection - particularly of Walton Bay board - to be organised prior to ordering.
- ix. **Highway Improvements:** Cllr Flower to seek a consultant to prepare a report on all the parish roads.
- x. **Horse sign in Moor Lane:** Waiting for sign's removal.
- xi. **Broken Somerset Stone by Myrtle Cottage:** NSC area Officer has its replacement in hand. He has also been notified about the shifted stones outside Sunnybank.

## 6. COUNCILLORS REPORTS

## 7. FINANCE

- i. **2025-26 Accounts to date:** to be reviewed and reconciled with the bank statement prior to going for internal audit.
- ii. **AGAR Part 2 Certificate of Exemption to be agreed and signed.**
- iii. **Payments to Authorise: VisionICT** re VisionICT Annual Charge 2025-26 £318 inc VAT (to ratify). **Cllr Cannell** Clerk Transport Jan/Fe £23.40 (to ratify). **Vision ITC** Annual Charge 2026-27 £370.01 inc VAT. **Clerk's Pay** standing order variation (to ratify). **ALCA Subscription 2026-27 £88.41**

## 8. GOVERNANCE

- i. **Assertion 10 and email addresses for Councillors:** These are with councillors to set up.
- ii. **Annual Governance Policy Documents Review:** Now published to the website.
- iii. **2026-27 Risk Assessment:** to be signed by Chair and Clerk.

## 9. DATE OF NEXT MEETING

**Monday May 11th 2026: Two meeting will be held as under:**

- **7pm The Annual and Ordinary Meetings of the Parish Council**
- **8pm The Annual Parish Meeting**

## Minutes of the Meeting Held on Monday 9th February 2026

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:** 1

### 010/26 APOLOGIES

NSC Ward Cllr Nigel Ashton

### 011/26 DECLARATIONS OF INTEREST *(Dispensations apply to Cllrs re the setting of the precept, and to Village Hall matters)*

None

### 012/26 LAST MEETING MINUTES

The January 12th minutes were agreed and signed.

### 013/26 PLANNING *(The NSC website has full details. Applications notified on the meeting day will also be considered)*

- i. **New: 26/P/0056/FUH** Old School House replacement conservatory. This was supported by all Members. However, as a puzzlement rather than an objection, the fact that the new structure was not level with the side wall of the property and thus centred with the 1st floor window seemed, perhaps, somewhat eccentric (?), particularly given the narrowness of the access pathway to the storage shed at the rear of the property. It may be to do with increased internal space? **Clerk to comment to NSC**
- ii. **Decision Awaited: 25/P/2140/FUL** - Yew Corner, Walton Bay. Replacement house
- iii. **Granted: 25/P/2526/TRCA** - Manor House tree work.

### 014/26 PARISH MATTERS

- i. **Highways & Footpaths:** Cllrs Flower and Cannell preparing works and cost arrangements. Parish Councils received a letter from NSC Footpaths seeking volunteer help with footpath upkeep. Clerk will respond that we do not have a footpath group in the parish, but that we are hoping to have a contractor to do basic Highways and Footpath maintenance. **Clerk to progress.**
- 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 the Coast Road from Squires Cottage to the B3124 Cross Tree Junction:**  
7 gullies to be dugout from Two Acres Park to The Gargoyle.  
**17 gullies reported to the NSC drainage team for emptying:** 2 outside Squire Cottage - 2 from Two Acres Park to Walton Bay Park - 1 outside Seascapes - 1 outside Arodene - 2 outside Taggart House - 1 opposite Hill Cottage - 1 outside Orchard Lea - 1 outside Sylvanlea - 1 outside Old Rectory House - 5 from The Old School to Cross Tree junction with B3124
- vi. **Black bollard** - around the Cross Tree has been destroyed and needs replacing, although replacement is no longer NSC policy. **Clerk to report.**
- vii. **30 mph sign at Plum Tree:** Cutting surrounding hedging due to be done.

- viii. **Notice Boards:** Approved for purchase from ring-fenced reserves.
- ix. **Highway Improvements:** Cllr Flower to seek a consultant to prepare a report on all the parish roads.
- x. **Horse sign in Moor Lane:** Waiting for sign's removal.
- xi. **Moor Lane Natural England (NE) Information Board:** NE confirm that they like our suggested board move (November 2025 minute 072/25 xiii). It will have to fit into a pressured work timetable, but it is planned to happen.
- xii. **Broken Somerset Stone by Myrtle Cottage:** NSC area Officer has its replacement in hand.

015/26 COUNCILLORS REPORTS

016/26 FINANCE

- i. **2025-26 Accounts to date:** were reviewed and reconciled with the bank statement.
- ii. **2026-27 Budget:** Precept of £10442 confirmed by NSC.
- iii. **Payments Authorised:** ALCA Assertion A10 Clerk's training course **£35.00. Clerk to pay.**

017/26 GOVERNANCE

**Preparing for Assertion 10 (AGAR 2025/26):**

- i. **ALCA GDPR Awareness Webinar:** We had 3 attendees on this course.
- ii. **Clerk's 2 Courses re Assertion 10:** These have been completed and a key element for change is outlined at iii below, where it is evident that it will be a learning curve for everyone - including in smaller councils. Interpretations of the author's intent is also somewhat of a moveable feast.
- iii. **Assertion 10 and email addresses for Councillors:** PC email addresses for all Councillors at £20 each will cost a further £40 per year and will demand that all Council communications take place within these Council owned addresses. Communications that are not between these Council owned addresses will then not be the responsibility of the Council. Each Councillor will need to confirm that they have removed all Council related matters from their personal computer files and placed them within their PC email address framework or, if appropriate, deleted it. This confirmation will absolve the Council from responsibility for any GDPR, SAC or FOC enquiry outside the ring-fence of its own address profile. When a Councillor ceases to be a Councillor they will have 30 days to supply written confirmation that they have deleted all Council related business from their devices and that, where needed, copies have been supplied to the Clerk for filing. We will have to learn our way into how best these requirements can be managed in such a way that the Clerk has a master file of all ongoing matters that need to be filed. **Clerk to set up addresses via website provider Vision ITC.**
- iv. **Annual Governance Policy Documents Review:** Updated/corrected documents were studied in detail by Cllr Cannell and corrections/ adjustments applied. Other Councillors will review the documents by prior, prior to publication in March and ratification at the April meeting. An IT policy is included as a requirement of the AGAR 10 assertion. A draft noticeboard policy was amended to allow for a notice to be displayed for 4 weeks (rather than 2 weeks) prior to the advertised event. the policy was agreed. There are two key holders at Walton Bay - one for the Council and one for the Social Club. A Village local agreed to act as the key holder for the Village noticeboard. Clerk to incorporate the Notice Board Policy in to the 2026-27 Governance file, and **publish to the website in March:** to be ratified at the April meeting.

018/26 DATE OF NEXT MEETING: **Monday April 13th 2026**

**The scheduled March 9th meeting has been cancelled as it would be inquorate.**

**The Meeting Closed at 8.05pm**

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

DATE	BANK (run via deposit account)					GENERAL FUND EXPENSE ANALYSIS												OPERATING FUNDS					
	ITEM	CH	IN	OUT	BALANCE	Stmnt	NOTES	Clerk	Clk/Cllr Exp	Hall Hire	Public Light	Ins/Subs Audit	Parish Maint	Other Costs	Web site	Bank Charge	TOTALS	VAT	Election Pro	Capital Prov	General Fund	Total Op Funds	
2025																							
-2026																							
Apr 1	<b>Funds Bought Forward</b>				<b>15,574.39</b>																		
	Less bal on Treasurer's a/c				500.00																		
	<b>OPERATING BAL B/F</b>				<b>15,074.39</b>	Apr																	
Apr 14	Clerks Pay & Expenses	SO		241.20	14,833.19	Apr		215.00	26.20														
	ALCA	BACS		115.16	14,718.03	Apr						115.16											
	Bank Charges			4.25	14,713.78	Apr										4.25							
	WME re Street Light Feb	DD		15.71	14,698.07	Apr					15.71												
	Precept 1st Half		4695.00		19,393.07	Apr																	
	Interest		12.43		19,405.50	Apr													200.00	1,000.00	3,495.00		
	HMRC Jan/Feb/Mar 2025 Prior Yr	DD		153.60	19,251.90	Apr	Agrees	153.60															
					19,251.90																		
May 12	Clerks Pay & Expenses	SO		241.20	19,010.70	May		215.00	26.20														
	Hall Hire for year	BACS		144.00	18,866.70	May				144.00													
	WME re Street Light Mar	DD		16.79	18,849.91	May					16.79												
	Bank Charges			4.25	18,845.66	May										4.25							
	P Smith - Internal Audit	BACS		63.00	18,782.66	May						63.00											
	Interest		13.17		18,795.83	May																	
	Zurich Insurance	BACS		264.00	18,531.83	May	Agrees					264.00											
					18,531.83	Jun																	
Jun 9	Clerks Pay & Expenses	SO		241.20	18,290.63	Jun		215.00	26.20														
	WME re Street Light Apr	DD		36.97	18,253.66	Jun					36.97												
	Bank Charges			4.25	18,249.41	Jun										4.25							
	Interest		12.43		18,261.84	Jun																	
	B Cannell Exp re Clerk's Travel	BACS		35.10	18,226.74	Jun	Agrees		35.10														
					18,226.74	Jul																	
Jul 14	Clerks Pay & Expenses	SO		241.20	17,985.54	Jul		215.00	26.20														
	WME re Street Light May	DD		37.93	17,947.61	Jul					37.93												
	Interest		10.52		17,958.13	Jul																	
	HMRC re PAYE Apr/May/Jun	DD		161.20	17,796.93	Jul		161.20															
	Bank Charges			4.25	17,792.68	Jul	Agrees									4.25							
					17,792.68	Aug																	
Aug 1	Clerks Pay & Expenses	SO		241.20	17,551.48	Aug		215.00	26.20														
	WME re Street Light Jun	DD		36.52	17,514.96	Aug					36.52												
	Bank Charges			4.25	17,510.71	Aug										4.25							
	Interest		11.33		17,522.04	Aug	Agrees																
					17,522.04	Sep																	
Sep 8	Clerks Pay & Expenses	SO		241.20	17,280.84	Sep		215.00	26.20														
	Bank Charges			4.25	17,276.59	Sep										4.25							
	Precept 2nd half		4695.00		21,971.59	Sep																	
	Interest		10.15		21,981.74	Sep																	
	ICO annual fee	DD		47.00	21,934.74	Sep	Agrees					47.00											
					21,934.74	Oct																	
Oct 13	WME re Street Light Jul	DD		37.31	21,897.43	Oct					37.31												
	WME re Street Light Aug	DD		38.14	21,859.29	Oct					38.14												
	Bank Charges			4.25	21,855.04	Oct										4.25							
	Interest		10.84		21,865.88	Oct																	
	Clerks Pay & Expenses	SO		241.20	21,624.68	Oct		215.00	26.20														
	HMRC PAYE Jul/Aug/Sep	DD		161.20	21,463.48	Oct	Agrees	161.20															
Nov 10	Clerks Pay & Expenses	SO		241.20	21,222.28	Nov		215.00	26.20														
	Vision ICT	BACS		174.00	21,048.28	Nov									174.00								
	WME re Street Light Sep	DD		37.94	21,010.34	Nov					37.94												
	Interest		11.35		21,021.69	Nov																	

