

# Bishops Hull Parish Council



## MINUTES OF THE MEETING OF BISHOPS HULL PARISH COUNCIL Held at The Bishops Hull HUB on THURSDAY 2<sup>nd</sup> APRIL 2026

### Members Present:

Cllr T Taylor – Chairman      Cllr J Hunt – Parish and Somerset  
Cllr J Emmott                      Cllr B Fernandes  
Cllr P Hopkins                      Cllr M Turner  
Cllr R Reed                          Cllr J Wilson

**Also Present:** Helen McGladdery – Clerk and RFO

### Have Your Say

**Cllr Hunt** updated on the progress of the resurfacing work on Wellington Road and Silk Mills roundabout. He advised Wessex water will need to close BH Hill on 7/8<sup>th</sup> April for urgent repair work.

### Meeting starts 7.10pm

#### 786. To receive apologies for absence and approve reasons given

Cllr M Trout - Work commitment  
Cllr N Fernandes – Medical reasons  
Cllr H Harper – Medical reasons  
SC Cllr Ellis

#### 787. Declaration of Interest not already recorded

None

#### 788. To Agree Minutes of Parish Council meeting held on Thursday 5th March 2026

The minutes of the meeting were agreed as a true and accurate record of the meeting and signed by the Chairman

**Action:** The Clerk to add the minutes to the website

#### 789. Planning – To receive the planning panel report on planning applications received:

**05/26/0006** - Demolition of flat roof extension and conservatory and erection of a single storey extension, with part first floor extension, to the rear of the The Cottage, Netherclay, Bishops Hull

**Resolved:** No comment

Members were also advised that planning application:  
**05/25/0018** - Demolition of coach house and erection of 1 No. two storey dwelling with garage at Tytherleigh House, Netherclay, Bishops Hull has been withdrawn by the applicant

**Action:** The Clerk to submit the response

#### **790. Kinglake**

**To confirm the transfer of the land has completed**

Awaiting confirmation from Persimmon of transfer document. Transfer imminent.

**Update on actions carried out**

Insurance Company have confirmed once the land transfer goes through the land will automatically be cover for public liability insurance under the PC's current policy. Play inspection quotes from SC have been received.

**Resolved:** To instruct SC to carry out monthly safety inspections at a cost of £414.48 per year plus set up fee of £70 once the transfer goes through.

**Action:** The Clerk to advise SC

**To agree bank accounts for reserves**

The Clerk supplied members with different options to invest the funds

**Resolved:** To defer until transfer goes through

**Action:** The Clerk to add to May agenda

**Any additional actions required**

**Action:** Risk assessment of open spaces/play area to be completed when transfer goes through

#### **791. Devolution – Bishops Hull Play Park**

**To receive latest update from The Playing Field Trust on the land transfer of the play park from Somerset Council**

SC solicitor has advised copies of the deed of release documents have been sent to the Trust solicitor awaiting action. No further actions required from PC at present.

**To discuss any further actions required prior to transfer**

**Resolved:** To instruct SC to carry out monthly safety inspections at a cost of £294.48 per year once the transfer goes through

**Action:** The Clerk to advise SC

#### **792. Bishops Mead**

**To receive update on response from SC to request to install drainage measures to prevent mud on paths in Bishops Mead**

None received from SC

**Action:** The Clerk to chase SC for response

**To review all illegal encampment measures at Bishops Mead**

It was agreed to not take any further action

**To receive update from SC on request to install handrail on steps from playing fields to Gillards**

None received from SC

**Action:** The Clerk to chase SC for response

### 793. Financial Matters

#### **Detail of Receipts and Payments since previous meeting**

##### **Receipts:**

HMRC VAT return	£2,091.48
CN advert	£30.00
Allotment rent	£700.00
CIL interest	
Reserves Interest	

##### **Payments:**

Bank service charge	£6.00
Frank Bond Centre grant - Defib	£164.00
HB HUB hire - March	£30.00
SALC - Clerk training 50%	£40.00
Parsons - Painting steps	£384.00
Carly Press- March CN	£190.00
SALC Cllr Emmott training	£25.00
Mobile phone - March	£8.54
Carly Press - April CN	£190.00
SC quarter 4 charges	£608.40
SC Pensions - March	£532.44
HMRC - March	£436.81
H McGladdery - March Expenses	
/Clerks Allowance/Mileage	£93.79
The Clerk's March salary was paid in this period	

##### **Invoices to be approved**

Gerald Eysers – Allotments March	£54.00
HUB hire – April	£30.00
Parsons Bishops Mead – March	£332.02

**Action:** The Clerk to make the payments

**To receive budget to spend monthly report - Attached**

##### **To approve the statement of internal controls**

The statement of internal controls was signed by the Chair and Clerk

**Action:** The Clerk to add to the website

##### **To discuss the Insurance renewal and confirm if Members wish play equipment damage to be covered**

**Resolved:** To obtain quote with and without cover for play equipment and confirmation of excesses that would be applied.

**Action:**

1. The Clerk to obtain quotes
2. Add to May agenda

## **794. Governance**

### **To receive update on applying for The NALC Local Council's awards scheme**

The Clerk has devised a checklist to complete before applying for the award

**Action:** The Clerk to add to the May meeting for an update

### **To adopt new IT policy and Data Audit**

**Resolved:** Cllr Hopkins wished to simplify the policy; therefore this was deferred until the May meeting

**Action;** Cllr Hopkins and Cllr N Fernandes to put forward a proposal to the May meeting

### **To approve all reviewed Parish Council policies**

**Resolved:** The following policies were reviewed and approved by Members

- Allotment risk assessment
- CIL Funds policy
- Complaints procedures
- Cllr Code of Conduct
- Equal opportunities policy
- Financial regulations
- FOI publication scheme
- Grants policy
- Privacy policy
- Privacy notice
- Risk assessment
- Standing Orders
- Social media policy

**Action;**

1. Add Reserves policy to May agenda to be adopted after decision made on Kinglake funds
2. Update all policies on the website

### **To agree Councillors areas of responsibility and representatives of Trusts in the Parish**

**The Following areas of responsibility were agreed:**

Footpaths: Gordon Everett as PPLO, Tony Taylor, Bev Fernandes

Community News proof readers: Nick Fernandes and Jacqui Wilson (Helen McGladdery – Editor)

Internal Controls: Nick Fernandes

Allotments: Mandi Trout (onsite) Helen McGladdery – admin

Defibrillator: Tony Taylor (bi-monthly checks)

SID – Tony Taylor, Rachel Reed, Nick Fernandes

Open spaces – Hilary Harper

Play parks – Rota between Mandi, Bev, Tony, Rachel and Nick

Representatives:

BHPF Trust: John Hunt

BH HUB: Tony Taylor

Netherclay Woodland: Mandi Trout

Youth Club Liaison: Rachel Reed  
Facebook admins: Helen McGladdery and John Hunt  
LCN: Tony Taylor

**795. Clerks Report which will include all matters arising from previous minutes and items of interest**

The Clerks report was distributed to Members detailing minute actions

**796. Parish maintenance:**

**Update on additional maintenance carried out**

None

**To agree any areas requiring additional maintenance**

None

**Update on compost heap removal**

Members were concerned over the future management of the compost heap.

**Action:** Cllr Taylor seeks confirmation on the following:

- Who will be responsible for the future management of the compost heap to ensure it will not get out of control again
- Who will be allowed to use the compost heap

**797. Update on Parish Council proposal to reduce speed limits on A38**

**To receive latest update from Kate Brown - SC**

Kate Brown advised she is finalising the design for the 30mph extension scheme. New orders cannot be issued until beginning of April.

Once she has a programme date she will advise the PC.

**798. Suggested items from Councillors for inclusion in next meeting**

- Election of Chair and Vice Chair
- Update on Local Council awards
- Kinglake transfer
- Insurance renewal
- IT policy
- Reserves policy
- PF Trust grant application
- War memorial cleaning

**799. Date of next meeting: Annual meeting followed by Annual Parish Council meeting Thurs day 7th May 7.15pm at Bishops Hull HUB**

**Meeting closed: 8.20pm**

**Cllr Tony Taylor – Chairman**

**Attachment:**

- 1. Budget to spend report**

## Budget to spend report

RECEIPTS	Actual	Budget	Variance	
Precept	£ 74,000.00	£ 74,000.00	£ -	
Interest	£ 3,761.25	£ 1,000.00	£ 2,761.25	
Community News	£ 2,848.00	£ 2,850.00	-£ 2.00	
Allotments	£ 877.50	£ 815.00	£ 62.50	
Loan	£ 1,835.38	£ 1,835.38	£ -	
Grants	£ 1,250.00			
CIL Payments	£ -		£ -	
Vat refund	£ 5,202.84		£ 5,202.84	
<b>Total Receipts</b>	<b>£ 89,774.97</b>	<b>£ 80,500.38</b>	<b>£ 9,274.59</b>	
				<b>6 months costs</b>
PAYMENTS				
VAT	£ 5,170.78		£ 5,170.78	
Clerks salary	£ 21,987.01	£ 30,000.00	-£ 8,012.99	-£ 4,006.50
Pension Contributions	£ 5,850.98	£ 8,400.00	-£ 2,549.02	-£ 1,274.51
Clerks allowance	£ 312.00	£ 350.00	-£ 38.00	-£ 19.00
Establishment costs	£ 754.18	£ 1,500.00	-£ 745.82	-£ 372.91
Local amenities	£ 2,535.98	£ 5,000.00	-£ 2,464.02	-£ 1,232.01
Supporting local groups	£ 1,231.97	£ 1,500.00	-£ 268.03	-£ 134.02
Allotments	£ 1,815.67	£ 1,000.00	£ 815.67	£ 407.84
Community news	£ 2,443.00	£ 2,850.00	-£ 407.00	-£ 203.50
Audit (Establishment cost)	£ 422.50	£ 750.00	-£ 327.50	-£ 163.75
Insurance (Establishment cost)	£ 503.04	£ 1,500.00	-£ 996.96	-£ 498.48
CIL funds	£ 16,931.92	£ -	£ 16,931.92	£ 8,465.96
Local services	£ 217.00	£ 6,500.00	-£ 6,283.00	-£ 3,141.50
137	£ 25.00	£ -	£ 25.00	£ 12.50
Membership	£ 1,491.03	£ 1,400.00	£ 91.03	£ 45.52
Loan	£ 1,835.38	£ 1,853.38	-£ 18.00	-£ 9.00
Training	£ 408.00	£ 500.00	-£ 92.00	-£ 46.00
Footpath maintenance	£ 217.00	£ 1,000.00	-£ 783.00	-£ 391.50
Rospa play inspection		£ 1,000.00	-£ 1,000.00	-£ 500.00
Playground repairs		£ 2,000.00	-£ 2,000.00	-£ 1,000.00
Speed indicator device	£ 550.52	£ 500.00	£ 50.52	£ 25.26
Bishops Mead	£ 3,720.44	£ 10,000.00	-£ 6,279.56	-£ 3,139.78
Bishops Hull Playing Fields Trust		£ 1,000.00	-£ 1,000.00	-£ 500.00
Community Woodland		£ 1,000.00	-£ 1,000.00	-£ 500.00
Planting	£ 63.99	£ 1,000.00	-£ 936.01	-£ 468.00
Emergency plan	£ 709.84			
<b>Total Payments</b>	<b>£ 69,197.23</b>	<b>£ 80,603.38</b>	<b>-£ 17,286.77</b>	<b>-£ 2,560.86</b>
Surplus / Defecit	<b>£ 20,577.74</b>			