

Bishops Hull Parish Council



MINUTES OF THE MEETING OF BISHOPS HULL PARISH COUNCIL Held at The Bishops Hull HUB on THURSDAY 2nd 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 7/8th 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house and erection of 1 No. two storey dwelling with garage at Tytherleigh House, Netherclay, Bishops Hull has been withdrawn by the applicant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	£238.75
Reserves Interest	£558.07

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	
Total Receipts	£ 89,774.97	£ 80,500.38	£ 9,274.59	
PAYMENTS				6 months costs
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			
Total Payments	£ 69,197.23	£ 80,603.38	-£ 17,286.77	-£ 2,560.86
Surplus / Defecit	£ 20,577.74			