

HORTON PARISH COUNCIL

YOU ARE HEREBY SUMMONED TO ATTEND THE MEETING OF HORTON PARISH COUNCIL TO BE HELD AT **BROADWAY HILL METHODIST CHURCH** ON **THURSDAY 9th April 2026** COMMENCING AT 6.30PM.



01st April 2026
Z Bougourd
Parish Clerk/RFO

3d) Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. The public's exclusion from part or all of a meeting shall be by a resolution which shall give reasons for the public's exclusion.

3e) Subject to standing order 3d) above, members of the public are permitted to make representations, ask or answer questions and give evidence in respect of any item of business included in the agenda.

3f) The period of time which is at the Chairman's discretion.

3g) Subject to standing order 3e) above, each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes unless invited by the Chairman to provide further information.

3h) In accordance with standing order 3e) above, a question asked by a member of the public during a public participation session at a meeting shall not require a response or debate. Questions from the members of the public to the council requiring an answer (if possible) must be submitted to the clerk on or before the Monday before the Parish Council meeting.

- 1. Public Forum**
- 2. Somerset Councillor Report**
- 3. Apologies for absence**
- 4. Declaration of Interests**
- 5. Approval of minutes March 12th 2026**
- 6. Finance:**
 - a. To approve and sign the Bank statements – March 2026 to date**
 - b. To approve and minute payment requests. See Appendix A**
 - c. To approve and sign bank reconciliations March 2026 to date**
 - d. Update re SSE/defib electric supply**
- 7. AGAR & year end accounts:**
 - a. To consider and sign off year end accounts**
 - b. To complete AGAR pages 4 & 5**
 - c. To instruct Clerk to submit report to internal Auditor.**
 - d. To note dates for notice of public rights 2026**
- 8. To resolve amendment to Natwest accounts, remove signatories and add Clerk.**
- 9. Grant applications:**
 - a. To consider application from Crimestoppers (South West)**
- 10. To consider a report with quotes for proposed new and replacement playground equipment.**
- 11. Update re Village sign**

12. Standing items.

a. Monthly updates:

- i. Highways/Village maintenance: Ongoing
- ii. Consider annual schedule of grounds maintenance. Ongoing.
- iii. Playing Field. Check Biffa invoices. – update from Cllr Johnson
- iv. Speed Indicator Devices –update re placement of pole/installation of device.
- v. Bus shelter refurbishment/decoration. Decoration ongoing.

13. To confirm date/time for Annual Parish Meeting and Annual Parish Council Meeting to be held at Broadway Methodist Church, Horton.

Annual Parish Meeting 14th May 2026 – 6.30pm

Annual Parish Council Meeting – 14th May 2026 immediately following APM.

First item is election of Chairman – and acceptance of office declaration and signature

Second item is election of Vice Chairman – and acceptance of office and signature

The Council is recommended to resolve that under section 1, paragraph 2 of The Public Bodies (admission to meetings) Act 1960, the press and public be excluded from the meeting for the following items of business because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

14. To consider applications for co-option as Parish Councillor.

Appendix A

Payment requests:

| | | |
|-------|----------------------------|-------|
| Clerk | Moonpig | 53.17 |
| Clerk | Amazon/external hard drive | 23.99 |
| Clerk | CiLCA/travel | 94.95 |
| HMRC | CiLCA | 30.60 |

HORTON PARISH COUNCIL

Minutes of the meeting held on 12th March 2026 at Broadway Methodist Church, Horton.
Present: Cllr B Mosley, Chair, A Johnson, vice Chair, Cllrs M Schmidt, A Winter, H Massey.

- 4431 Public Forum.** No members of the public were present.
- 4432 Somerset Councillor Report** – no report had been received. Noted that due to proposed reduction in War Cllrs at the May 2027 election, representation may reduce to one ward Councillor
- 4433 Apologies for absence:** Cllrs P Babbington & J Martin – accepted.
- 4434 Approval of minutes February 2026 – approved and signed.**
- 4435 Approval of historic minutes, unsigned due to death of previous Chairman:**
Clerk advised that minutes cannot be retrospectively signed, however all the unsigned minutes had been approved at the subsequent meetings. It was resolved to accept the unsigned minutes as true and accurate records and enter them into the minute book. Proposed Cllr Johnson, seconded Cllr Mosley. Approved unanimously.
- 4436 Finance:**
- a. **To approve and sign the Bank statements** – February 2026 to date. Approved and signed
 - b. **To approve and minute payment requests.** See Appendix A – approved and signed
 - c. **To approve and sign bank reconciliations** February 2026 to date. Approved and signed. Clerk noted that the next PC meeting will include signing end of year accounts and relevant AGAR form.
- 4437 Planning: -**
- Proposal:** Outline application with all matters reserved for a new custom/self-build.
Dwelling Location: Puddlebridge Cottage Puddlebridge Horton Ilminster Somerset TA19 9RL.
The PC considered that this application was unacceptable due to various material objections:
- Plot is very small for proposed dwelling.
 - Plot appears to be an “infill”.
 - Dwelling is very close to existing public footpath
 - Parking provision appears inadequate.
 - Dwelling is not in keeping with location.

- Plot location appears very close to water course, with serious potential for flooding.

Clerk requested an extension to 16th March 2026, a response noting the PCs concern will be sent to SC planning department with requests to include rain water harvesting and the use of photovoltaic panels.

- 4438 Parish matters: To consider upgrading and/or replacing play equipment.**
The Pc agreed to consider this matter.
- 4439 Parish matters: To consider a report from Cllr Johnson regarding upgrades to the playing field & play area.** The suggestion is to install a zip wire and replace or repair old equipment, including installing hardstanding for a tennis court or football paddock. Cllr Mosley noted that the Broadway Hill developers had indicated that funding to improve the sports facilities would be available. Noted that this could be several years in the future. Noted that the recreation area is considered to be underfunded in comparison to other nearby facilities, e.g Ashill & Broadway.
Clerk noted that according to current financial regulations for contracts above £3,000 a minimum of three fixed price quotes must be obtained.
For repairs to existing equipment, quotes are not normally required, however for replacement equipment the replacement cost must be included in the total quote.
- 4440 Parish matters: Village sign update from June 2025.** Deferred to future meeting for input from Cllr Martin
- 4441 Parish Council matters: To consider & adopt a “WhatsApp” policy for council communications.** Clerk tabled a “Whatsapp” policy which was agreed and adopted unanimously. Cllr Johnson has set up the group Horton Parish Council. Noted that council documents will be sent by email.
- 4442 Parish Council Matters: Update register of interest declarations and Civility & Respect pledge.** Cllrs were reminded to read the Civility & Respect pledge and for those Cllrs who had joined the council in the last 12 months, to read the standing orders and financial regulations. Clerk will resend documents to Cllrs. Cllrs were also reminded that their register of interests is a living document and should be updated if any relevant information changes.

4443 Standing items.

a. Monthly updates:

- i. Highways/Village maintenance: Ongoing
- ii. Consider annual schedule of grounds maintenance. Ongoing.
- iii. Playing Field. Check Biffa invoices. One collection has been completed - clerk will continue to monitor **contract Cllr Johnson will contact Biffa to try and establish why collections are not always successful aNd report back t the next PC meeting**
- iv. Speed Indicator Devices –update re placement of pole/installation of device. Cllrs Mosley & Babbington are dealing with this matter.
- v. Bus shelter refurbishment/decoration. The bench has been re-varnished by Cllr Schmidt, further decoration may be carried out through the School. Defib electric supply. Clerk has received an invoice from SSE, which has yet again been referred to a debt collection agency without prior notification. Complaint has been raised with SSE, awaiting response. **Cllrs agreed to pay the outstanding balance with the credit removed. Clerk to contact SSE.**

The Council is recommended to resolve that under section 1, paragraph 2 of The Public Bodies(admission to meetings) Act 1960, the press and public be excluded from the meeting for the following items of business because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

4444 Clerk – Confirm satisfactory completion of probationary period. Confirmed that the probationary period had been satisfactorily completed.

Meeting closed at 19.45hrs

Date and time of next meeting: April 09th 2026, Broadway Methodist Church @ 6.30pm

Appendix A

Payments for authorisation:

| | | |
|------------------------|--------------------------------|--------|
| HMRC | PAYE & NI Month 11 | 139.71 |
| Blubook | Payroll services to 31/3/26 | 144.00 |
| Clerk | Consumables/printer cartridges | 217.68 |
| Defib Store(paid) | Replacement defib pads | 369.59 |
| SLCC/Clerk | Assertion 10 webinar | 8.34 |
| Milage as per contract | Attend meetings | 87.40 |
| CiLCA travel/parking | Wells | 12.73 |

Horton Parish Bank recs

| Mar-26 | CURRENT ACCOUNT | Income | Interest | Expenditure | Balance C/F |
|-----------------|------------------------------|--------|----------|-------------|-------------|
| Date | | | | | |
| 02/03/2026 | Opening Balance | | | | 1176.55 |
| 13/03/2026 | Transfer from reserves | 1000 | | | |
| 13/03/2026 | Bluebook/payroll | | | 144 | |
| 13/03/2026 | SSE - final payment | | | 339.73 | |
| 13/03/2026 | Office supplies/CILCA travel | | | 326.15 | |
| 13/03/2026 | HMRC - final 2025/6 | | | 224.84 | |
| 30/03/2026 | Clerk | | | 356.4 | |
| 30/03/2026 | HMRC | | | 80.91 | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| Closing balance | | | | 1472.03 | 704.52 |
| | | | | | |
| | Reserve Account | | | | |
| 13/03/2026 | Opening balance | | 32199.87 | | |
| 13/03/2026 | Transfer to C/A | | 1000 | | |
| 31/03/2026 | Interest | | 24.46 | | |
| | | | | | |
| | | | | | |
| Closing balance | | | 31224.33 | | |
| | | | | | |
| Signed | | | | | |
| Date: | | | | | |

| Horton Receipts & Payments 2025/26 | | | | Expenditure | | | | | | | | | | | | | | | | | | | | | | | | |
|------------------------------------|-------------------------------|-----------------|-----------------|-------------|--------------------------------|--------|--------------|--------|-----------|-------|-------------------|----------|-------|----------------|-----------|---------------|---------|-----------------|---------|-----------------------|---------|----------|---------------------------|-----------------------|-------------------------|-------------|----------|-----------------|
| Income | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Date | | Current account | Reserve account | Date | Detail | Chq No | Salary/HM RC | Admin | Insurance | Audit | Village Hall Hire | Training | GDPR | Payroll/Ad min | SALC Subs | Playing Field | Website | Parish Projects | Grants | Election Contingen cy | SIDS | Reserves | Grass cutting/maintenance | Devolved services SCC | Defibrillato r/electric | CL Payments | VAT | DEFIB/ELE CT/RC |
| | Brought fwd | 26314.85 | 5,203.53 | | | | | | | | | | | | | | | | | | | | | | | | | |
| 30/04/2025 | Interest | | 5.22 | 19/05/25 | Neroche/PFA | 929 | | | | | | | | | | | | | 1000 | | | | | | | | | |
| 15-Apr-25 | Precept | 16400 | | 19/05/25 | Clerk salary | 926 | 646.56 | 220.54 | | | | | | | | | | | | | | | | | | | | |
| 30/05/2025 | Interest | | 4.71 | 19/05/25 | Woodram Construction | 928 | | | | | | | | | | | | | 5109.00 | | | | | | | | | 1021.80 |
| 13/05/2025 | CIL | 1,610.92 | | 19/05/25 | SALC | 927 | | | | | | | | | 411.70 | | | | | | | | | | | | | |
| 09/07/2025 | Credit 602437 | 3,160.80 | | 24/06/25 | E Thorne - bee hives | 930 | | | | | | | | | | | | | 247.50 | | | | | | | | | |
| 01/08/2025 | Woodram refund | 3,160.80 | | 27/06/25 | Insurance | 931 | | | 1064.98 | | | | | | | | | | | | | | | | | | | |
| 18/08/2025 | HMRC - VAT | 212.87 | | 10/07/25 | Cancelled Transaction | | | | | | | | | | | | | | 3160.80 | | | | | | | | | |
| 01/09/2025 | Bank interest | | 18.76 | 21/07/25 | Campaign to protect | DD | | | | | | | | | | | | | | 120.00 | | | | | | | | |
| 15/09/2025 | Play equip | | | 22/07/25 | BPO Collections | 932 | | | | | | | | | | | | | | | | | | | | | | |
| 15/09/2025 | M Salaman | | | 24/07/25 | Clerk salary | 933 | 956.31 | | | | | | | | | | | | | | | | | | | | | |
| 14/10/2025 | Transfer from current account | | 29505.77 | 05/08/05 | Village Hall hire | 934 | | | | | 10.00 | | | | | | | | | | | | | | | | | |
| 31/10/2025 | Bank interest | | 18.05 | 12/09/25 | Defib power supply | | | | | | | | | | | | | | | | | | | | | | | |
| 28/11/2025 | Bank interest | | 25.33 | 15/09/25 | Payment correction | | | | | | | | | | | | 165.00 | | | | | | | | | | | |
| 12/12/2025 | CIL | 4832.75 | | 15/09/25 | Clerk salary | | 756.46 | | | | | | | | | | | | | | | | | | | | | |
| 31/12/2025 | Bank interest | | 32.26 | 29/09/25 | Clerk salary | | 356.40 | | | | | | | | | | | | | | | | | | | | | |
| 07/01/2026 | Refund National Grid | 193.65 | | 29/09/25 | HMRC | | 80.91 | | | | | | | | | | | | | | | | | | | | | |
| 16/01/2026 | Transfer to Current acc | 5000.00 | -5000.00 | 28/10/25 | Clerk salary | | 356.40 | | | | | | | | | | | | | | | | | | | | | |
| 13/02/2026 | Transfer to Current account | 2500.00 | -2500.00 | 28/10/25 | HMRC | | 80.91 | | | | | | | | | | | | | | | | | | | | | |
| 13/03/2026 | Transfer to C/A | 1000.00 | -1000.00 | 14/11/25 | TEEC | | | | | | | | | | | | | | | | | | | | | | | |
| 30/01/2026 | Bank interest | | 29.13 | 14/11/25 | N Compton | | | | | | | | | | | | | | | | | | | | | | | |
| 27/02/2026 | Bank interest | | 24.36 | 14/11/25 | National Grid disconnect defib | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | 14/11/25 | B Mosely Poppy Wreath | | | 24.49 | | | | | | | | | | | | | | | | | | | | |
| | | | | 14/11/25 | P Babbington/Bus Shelter | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | 14/11/25 | Ash PC CILCA training | | | | | | 100.00 | | | | | | | | 161.75 | | | | | | | | | |
| | | 59553.89 | | 28/11/25 | Clerk salary | | 356.40 | | | | | | | | | | | | | | | | | | | | | |
| | | | | 28/11/25 | HMRC | | 80.91 | | | | | | | | | | | | | | | | | | | | | |
| | | | | 12/12/25 | National Grid disconnect defib | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | 22/12/25 | BIFFA | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | 29/12/25 | Clerk salary | | 356.40 | | | | | | | | | | | | | | | | | | | | | |
| | | | | 29/12/26 | HMRC | | 80.91 | | | | | | | | | | | | | | | | | | | | | |
| | | | | 07/01/26 | ICO GDPR | | | | | | | | 47.00 | | | | | | | | | | | | | | | |
| | | | | 16/01/26 | TEEC | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | 16/01/26 | N Compton | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | 16/01/26 | Elan City SID | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | 16/01/26 | CILCA training | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | 16/01/26 | Base Planning | | | | | | | 278.31 | | | | | | | | | | | | | | | | |
| | | | | 16/01/26 | Broadway Meth Church | | | | | | 336 | | | | | | | | 1800.00 | | | | | | | | | |
| | | | | 26/01/26 | Biffa | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | 28/01/26 | HMRC | | 80.91 | | | | | | | | | | | | | | | | | | | | | |
| | | | | 28/01/26 | Clerk salary | | 356.4 | | | | | | | | | | | | | | | | | | | | | |
| | | | | 13/02/26 | G Taylor/SID pole | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | 13/02/26 | SLCC | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | 13/02/26 | M SALAMAN | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | 13/01/00 | Clerk CILCA/overtime | | 124.48 | | | | | | | | | | | | | | | | | | | | | |
| | | | | 23/02/26 | Defib pads | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | 23/02/26 | Biffa | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | 02/03/26 | Clerk | | 356.4 | | | | | | | | | | | | | | | | | | | | | |
| | | | | 02/03/26 | HMRC | | 80.91 | | | | | | | | | | | | | | | | | | | | | |
| | | | | 13/03/26 | Blue Book | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | 13/03/26 | SSE | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | 13/03/26 | Clerk/office supplies | | | 181.4 | | | | | | | | | | | | | | | | | | | | |
| | | | | 13/03/26 | Clerk mileage/CILCA | | 108.47 | | | | | | | | | | | | | | | | | | | | | |
| | | | | 13/03/26 | HMRC - 2025/6 payment | | 224.84 | | | | | | | | | | | | | | | | | | | | | |
| | | | | 28/03/26 | Clerk | | 356.4 | | | | | | | | | | | | | | | | | | | | | |
| | | | | 28/03/26 | HMRC | | 80.91 | | | | | | | | | | | | | | | | | | | | | |
| | Plus Unrepresented Chqs | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Net Bank Balance | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | 59553.89 | 31,199.87 | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | 704.52 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | Budget | | 4200 | 600 | 1200 | 200 | 300 | 100 | 40 | 150 | 450 | 500 | 265 | | 500 | 500 | 2500 | 6470 | 1500 | 1352 | 350 | | | |
| | | | | | Reserve | | | | | | | | | | | | | | | | | 29506 | | | | | | |
| | | | | | Balance | | -1678.29 | 173.57 | 135.02 | 200 | -46 | -477.48 | -7 | 6 | -32.1 | 140 | -93.8 | | -867.5 | 500 | -839.99 | 35976 | 539.3 | 1352 | -1657.6 | -1751.15 | -29343.6 | |
| | | | | | Balance % | | -40% | 29% | 11% | 100% | -15% | -477% | -18% | 4% | -7% | 28% | -35% | | -174% | 100% | -34% | 556% | 36% | 100% | -474% | ##### | #DIV/0! | #DIV/0! |

HORTON PARISH COUNCIL

GRANT APPLICATION FORM for Voluntary organisations in the parish

| | |
|---|---|
| NAME OF ORGANISATION | Crimestoppers in the West Country |
| CONTACT NAME AND ADDRESS & PHONE NO: | Karen MacDonald Regional Manager in the South West karen.macdonald@crimestoppers-uk.org 07917793636 |
| ORGANISATION ACTIVITIES | <p>We're an independent charity that gives you the power to speak up to stop crime, 100% anonymously.</p> <p>Whoever you are, wherever you live, from communities to companies.</p> <p>By phone and online, 24/7, 365 days a year.</p> <p>We also share advice on how to protect the people you care about from crime, so everyone can feel safe.</p> <p>After receiving your call or a completed anonymous online form, we create a report that brings together all the information you gave us, making sure it doesn't contain any information that could identify you.</p> <p>Your report is sent to the relevant authority with the legal responsibility to investigate crimes, make arrests and charge people in order to bring them to justice. This could be your local police force or an agency such as the UK Border Agency or HM Revenue & Customs.</p> |
| NUMBER IN ORGANISATION | Nationally over 100 Regionally just the regional manager and under 10 volunteers |

| | |
|--|--|
| DESCRIPTION OF PROJECT OR PURCHASE AND REASON FOR GRANT | <p>Purpose of grant ; Increase reporting of crime , improve public confidence to report and increase community safety.</p> <p>What will the money help you achieve ; Raise awareness of our independent charity . We are the only crime fighting charity offering anonymous reporting through our free number 0800 555 111 or our website www.crimestoppers-uk.org</p> <p>What will you spend the money on ; Digital, social and print media including a bannervan visit within your parish plus virtual presentation to a parish meeting explaining our call to action which is to speak up, stop crime and stay safe whilst remaining 100% anonymous. Always .</p> <p>Anticipated benefit to the Parish ; Increase reporting of crime , improve public confidence to report , decrease crime and improve cohesion in your community.</p> |
| TOTAL COST | £200 |
| AMOUNT OF GRANT REQUESTED | £200 |
| HOW MUCH IS TO BE RAISED BY THE ORGANISATION TOWARDS THIS PROJECT | Resources are being contributed - Project management , volunteer time and presentation to parish council and registration into our Ambassador programme Community Ambassadors Crimestoppers |

| | |
|--|------------------------|
| DESCRIBE HOW YOU WILL RAISE FURTHER MONEY TOWARDS THIS PROJECT | Already covered |
| HAVE YOU APPLIED FOR OTHER LOCAL GOVERNMENT GRANTS TOWARDS THIS PROJECT | No |

| | |
|--|--------------------------------|
| <p>WHAT ARE YOUR BANK BALANCES AT THE TIME OF APPLICATION</p> | <p>See attached</p> |
| <p>HAVE YOU RECEIVED A GRANT FROM THIS COUNCIL IN THE LAST 5 YEARS</p> | <p>no</p> |
| <p>PLEASE ENCLOSE A COPY OF YOUR LAST 1 YEAR CERTIFIED FULL YEAR ACCOUNTS: NEW GROUPS NOT COMPLETED ONE YEAR WILL BE ACCESSED ON THEIR BANK BALANCE</p> | |
| <p>PLEASE USE THIS REMAINING SPACE TO GIVE ANY ADDITIONAL INFORMATION RELATING TO YOUR APPLICATION</p> | |
| <p>SIGNED</p> | <p><i>KEMacDonald</i></p> |
| <p>POSITION</p> | <p>Regional Manager</p> |