

CHARLTON HORETHORNE PARISH COUNCIL

Clerk: Ann Lee 3, Sparkford Road, Sparkford, Yeovil, BA22 7FA

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AGENDA

Charlton Horethorne Annual Parish Council at the Village Hall, Charlton Horethorne on Monday 27th JULY 2026 at 7.30pm.

The meeting will commence after an opportunity for members of the electorate of the Parish to speak. In normal circumstances this is restricted to approximately 15 minutes in total and is at the Chairman's discretion. The public may speak for 3 minutes. Please note, any new items raised by the public in this session are not discussed by the council and will not be minuted. Items for inclusion on the agenda should be put to the Clerk in writing prior to the meeting as listed in the final item.

1. **Apologies** To receive and approve apologies for absence including reasons given (Local Gov. Act 1972 s85 (1)).
2. **Declarations of interest** (Members are reminded of their obligation to declare any Pecuniary or Other interests they may have under the Localism Act 2011 and the Council's Code of Conduct).
3. **To APPROVE as a correct record the minutes of the extraordinary meeting held on Monday 22nd June 2026.** (Local Government Act 1972 Sch 12)
4. **To APPROVE as a correct record the minutes of the Annual Parish Council meeting held on the 20th May 2026 .** (Local Government Act 1972 Sch 12)
5. **To APPROVE as a correct record the minutes of the Annual Parish meeting held on the 20th May 2026.** (Local Government Act 1972 Sch 12)
6. **To review all matters arising from the previous meetings.**

Minute item	Action	Responsibility
26.1.26	To provide any further updates from Abri (PC to keep communications open or any other agencies regarding affordable social housing 16.3.2026). No further updates. Monitoring to continue.	Cllr Archer On-going
16.3.26	To NOTE any further progress with Charwell Fields land adoption to the PC. Remains on going.	On-Going

7. **Reports**
 - a) **To RECEIVE the Chairmans report.**
 - b) **To RECEIVE any relevant police notifications.**
 - c) **To RECEIVE Unitary Councillor reports for June and July reports from Cllr Hayward Burt.**
8. **Planning**
 - a) **To RECEIVE an update on the 23/02275 Hybrid appeal and the statement of facts following application refusal by Somerset Council: Cllr McHugh**
 - b) **To NOTE any new Planning Applications for decision by Committee Cllr Lynch.**

Application	Proposal	Applicant details
26/01554/HOU Deadline 5 August 26	Location: Ashmead Bramley Close Charlton Horethorne Sherborne Dorset DT9 4PL	Mr and Mrs paul manning

	Applicant Proposal: Erection of front and rear single storey extensions to include a rear balcony and first floor side extension :	
26/01343/S73A	Golden Valley Farm Water Lane Charlton Horethorne S73 application to vary condition 2 (approved plans) for a conversion of 3 agricultural barns into 3 dwellings, demolition of a 4th agricultural barn to allow for the erection of a 4th dwelling with existing access from Water Lane and creation of a new access from Daw's Lane and ancillary works. Location: Golden Valley Farm Water Lane Charlton Horethorne Sherborne Dorset DT9 4NX	Applicant: Hopkins Estates Ltd

c) **To note recent SSDC Planning Decisions or any ongoing, open applications: Cllr Lynch**

Application number	Proposal	Applicant details	Decision
25/02158/FUL Validated 30.9.25	Location: Dragon Manor Farm Stowell Lane Charlton Horethorne, Sherborne, Dorset, DT94PD Proposal Erect two modest agricultural dairy workers dwellings	Mr Kingsman	Awaiting decision Appeal Status unknown
26/00649/FUL Validated 22. 4.26	Location: Kings Arms Hotel North Road Charlton Horethorne, Sherborne Dorset DT94NL Proposal: Conversion of Rear 2 Storey previous extension to No. 2 Two-Bedroom Flats and Change of Use of Barn Conversion from Staff dwelling to an independent dwelling and associated car parking. Alter outbuilding. Install solar panels.	Mr and Mrs T & S Lethbridge Planning Officer: Eren Balkir Response date extended to the 26 May 2026	Awaiting decision
26/00971/LBC	Location: The Stables Milborne Port Road Charlton Horethorne Proposal: Remove existing timber doors and windows and install powder-coated aluminium replacements	Applicant Mr and Mrs Watkins Response date by the 8 June 2026.	Approved 3rd July 2026 with conditions

d) **To resolve CIL section 106 administration for Playground funding. (deferred from May 20th meeting)**

9. Finance

- A) To **NOTE** Receipts and Payments made since the last meeting with matched bank reconciliation for July 2026 and estimate year end performance with quarter 1 results.

To **APPROVE** payments for May 2026 as detailed in the schedule.

Payee	Particulars	Amount	VAT
HMRC	PAYE month 3	£ 41.40	
Ann Lee Clerk	Salary June	£ 166.08	
Ann Lee Clerk	Salary July	£ 166.08	

Ann Lee Clerk	HW and Phone June/July	£ 72.00	
Ann Lee Clerk	Travel June/July	£ 30.68	
Pinnacle	Wages	£ 54.00	9.00
Milborne Computing	Security licence fee	£ 83.98	14.00
SALC	Training	£ 45.00	
TOTAL		£ 659.22	23.00

*Including fees of £ for charges against the Community Plan

Following payment will reduce the available funds to:- **£tbc**

NB remaining restricted reserves from the grant of **£5,000** for the Community Plan of **£3,989.50 (Expenditure to date £1,010.50)**

NB The second half of the precept will arrive in September (Total precept value of £11,248.92)

- B) To AGREE to a grant award of £1,000 to the Millennium Green (agreed in principle at March 2026 meeting, and therefore using funds allocated in 2025-26 budget year).**
- C) To AGREE to a grant award of £5,000 to the Millennium Green.**

10. Council Matters

- a) To RECEIVE the Highway Safety Defects documents that provides evidence of activity relevant to the Parish Cllr Archer.**
- b) To APPROVE the new Community Plan and its publication Cllr Archer.**
- c) To AGREE working group lead for:-**
 - 1. Getting Around - Traffic, Roads and safety - Cllr Thornham**
 - 2. Building for the Future - Housing Jobs and Sustainable Development – Cllr Lynch**
 - 3. Protecting What's Special - Rural Character and Environment – Cllr Archer**
 - 4. Valuing What's Important - Community Assets and Facilities – Cllr Pipe**
 - 5. Bringing People Together - Community Life, Communication and Inclusion - Cllr McHugh**
- d) To RECEIVE a progress report to Notice Boards within the Parish. Cllr Lynch.**
- e) To RECEIVE an update from the latest LCN meeting Cllr Archer.**
- f) To AGREE a new PC domain name for website: name. Either charltonhorethorneparish.gov.uk or charltonhorethorne-pc.gov.uk**
- g) To AGREE Clerk email address clerk@charltonhorethorne-pc.gov.uk**
- h) To AGREE new mail addresses for Cllrs eg tim.archer@charltonhorethorneparish.gov.uk or t.archer@charltonhorethorne-pc.gov.uk.**
- i) To AGREE Items for the next meeting Cllr Archer.**

Date of Next meeting – The proposed date for the next Parish Council meeting is TBC, in September 2026. All items for inclusion on the agenda and all items to be listed under issues arising from previous meetings must be received by the Clerk in advance of the meeting.

Ann Lee Parish Clerk