

CHARLTON HORETHORNE PARISH COUNCIL

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

Tel: 07841 392242 or 07702667083

E-mail: clerk@charltonhorethorne.org.uk

MINUTES

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

The meeting commenced after there had been 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 were not discussed by the council and are minuted. Residents commented on the need to brace the remaining branch of the Weeping Ash as well as concerns relating to blocked walkways. Residents also commented on the improvement made to the notice board on the Village Green.

The Parish Council meeting opened at 19.40 hrs

Present: Cllr Archer, Cllr Pipe, Cllr Lynch, Cllr McHugh

In attendance: Ann Lee Parish Clerk, 20 residents of the parish.

1. **Apologies** To receive and approve apologies for absence including reasons given (Local Gov. Act 1972 s85 (1). **Cllr Thornham, Cllr Burt, Cllr Clark**
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). **Cllr Archer declared an interest in the Harvest Lane, Kings Arms, Ashmead, and Dragon Manor planning applications. Cllr Lynch declared an interest in the Harvest Lane planning application.**
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). **The minutes were proposed as an accurate account by Cllr McHugh, seconded by Cllr Pipe and unanimously carried.**
4. **To APPROVE as a correct record the minutes of the Annual Parish Council meeting held on the 20th May 2026. Proposed as** (Local Government Act 1972 Sch 12) **The minutes were proposed as an accurate account by Cllr Archer, seconded by Cllr Lynch and unanimously carried.**
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). **Cllr Archer proposed the minutes as accurate, seconded by Cllr Lynch and unanimously carried.**
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
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7. Reports

a) To RECEIVE the Chairmans report. Cllr Archer reported that:-

Somerset Council has been served a Best Value Notice. All local authorities have a statutory duty under the Local Government Act 1999 to secure continuous improvement in the way their functions are exercised, having regard to economy, efficiency and effectiveness. This a formal notice issued by Government where Ministers require additional assurance that a council is taking the necessary action to meet that duty. It sets out Government concerns and provides a framework through which improvement can be monitored and supported.

In practical terms, it means that the Government wants evidence that: The Council is improving, governance arrangements are effective, financial management is robust, services are delivering value for money, The organisation is moving towards long-term sustainability.

The notice reflects concerns regarding the Councils financial resilience, the pace of transformation and pressures in key service areas including Adult Social Care, Children's Services and SEND.

This is a serious step and represents the highest level of Government concern short of formal intervention.

According to the draft notice, the Government concerns include: -

- Somerset's continued fragile financial position, the need to accelerate transformation activity, weaknesses in financial resilience and financial management, continued reliance on Exceptional Financial Support, low reserves, and the need to address external audit recommendations.
- Demand and performance pressures in Children's Services, Adult Social Care and SEND.

CSLR report - Cllr Archer briefed those present that progress on pothole repairs to this locality was significantly higher than other Parish Councils experiences.

Grit Bin locations and readiness for Winter. Cllr Archer reported that he had undertaken an audit on the state of repair for the parish grit bins and the volume of sand salt and grit contained in each receptable as detailed below.

2026	Location	W3W	PC comment
1	Cowpath Lane - Centenary Cottages	///waitress.leathers.always	3/4s full
2	Cowpath Lane - Manor Close	///suitably.loafing.bump	3/4s full
3	North Road - Maperton Rd Junction	///motored.else.yield	Full
4	Stowell - Church	///wasps.loving.resort	Full

Community Plan Cllr Archer noted that whilst on the agenda he wanted to extended thanks on behalf of the PC for all significant work that has been undertaken by the working group who have actively engaged to inform the new community plan with a framework that will carry the work streams going forward.

b) To **RECEIVE** any relevant police notifications. Nothing relevant to report on this occasion.

c) To **RECEIVE** Unitary Councillor reports for June and July reports from Cllr Hayward Burt. Cllr Archer outlined key elements of Cllr Burt's reports: -

- 1) **Use of Dorset (Sherborne) recycling facilities:** - The discussions remain ongoing.
- 2) **Dorset & Somerset Air Ambulance:** - The Charity are launching a community consultation on proposals for a new airbase in Yeovil next to Leonardo Helicopters.

- 3) **Somerset NHS Foundation Trust Annual General Meeting (AGM) and Marketplace, which will be held on Thursday 17 September 2026 at Somerset County Cricket Club, The Cooper Associates County Ground, Taunton, Somerset, TA1 1JT.**

The event is open to members of the public, patients, carers, partner organisations and colleagues, and we welcome everyone with an interest in local health and care services. The theme for this year's event is 'The NHS 10-Year Health Plan', which sets out a vision for improving health outcomes and transforming the way healthcare is delivered over the coming decade.

- 4) **Finger post signage repairs.**

Somerset Council report that they do not currently have a mechanism to support the fingerpost restoration project as there are a number of issues to work through. This does unfortunately mean that we are currently unable to assist with funding or resources for any fingerpost works across Somerset. Any works required (refurbishments/dismantling/erection and new components/parts) will need to be managed and paid for by the Parish Council.

Cllr Burt recommends contacting the Countryside Charity Somerset as they may be willing to sponsor the repairs.

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. Cllr McHugh reported that there were no further updates forthcoming. A decision is anticipated in October/November at the earliest.

- 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 Applicant Proposal: Erection of front and rear single storey extensions to include a rear balcony and first floor side extension :	Mr and Mrs Paul manning
Declaration of interest declared by Cllr Archer who did not participate in the debate or vote.		

Cllr McHugh proposed no objection from the PC, seconded by Cllr Pipe, unanimously carried.		
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
Cllrs noted their previous response and resolved to make no further comments.		

- c) **To note recent SSDC Planning Decisions or any ongoing, open applications: Cllr Lynch.** Cllrs noted decisions made by Somerset Councils planning Officers.

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
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 & Mrs Lethbridge Planning Officer: Ms. 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 until planning determined and to be removed from the forth coming agenda in September)

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.
The Clerk reported the following:

April 2026

Balances brought forward for 2026/2027 in were: -

Business Reserve Account £8,652.80

Business Current Account held £17,225.30

The PC received half the value of the precept on the 9th April **£5,624.46**.

This brought the balance in the Current Account to **£22,849.76**

Interest of **£6.05** was received into the Business Reserve Account which left a balance of **£8,658.85**.

Total funds available in April were £31,508.61

May 2026

Following payments in May, the available funds were: -

Current Account £20,005.24

Business Reserve Account £8,664.70.

Total funds available in May were £28,669.94

June 2026

Receipts in June received included Interest of £6.46 received into the Business reserve account.

The total balances in June equated to £28,674.00

Cllr Archer and Cllr Lynch signed the bank statements and approved the bank reconciliation.

- B) To **APPROVE** payments for July 2026 as detailed in the schedule.

Payee	Particulars	Amount	VAT
HMRC	PAYE month 3	£ 41.40	
Ann Lee Clerk	Salary June	£ 165.88	
Ann Lee Clerk	Salary July	£ 165.88	
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		£ 659.18	23.00

*Including fees of £0 for charges against the Community Plan NB remaining restricted reserves from the grant of £5,000 for the Community Plan of £3,989.50 (Expenditure to date £1,010.50)

Cllr Archer proposed and Cllr Lynch seconded the proposed payments and this was unanimously carried.

The Clerk noted that following payment, the total funds available will reduce to:- **£28,014.74**. The Clerk reminded Cllrs that the second half of the precept will arrive in September (Total precept value of £11,248.92).

- C) 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).

Payment of £1,000 to the Millennium Green was proposed by Cllr Archer; seconded by Cllr Pipe and unanimously carried.

- D) To AGREE to a grant award of £5,000 to the Millennium Green. Cllrs unanimously resolved to award a grant payment of a further £1,000 to the Millennium Green Playground project.**

Cllrs expressed their desire to award the remaining reserves from the Village Green project to the Millennium Green project at the September meeting.

10. Council Matters

- a) To RECEIVE the Highway Safety Defects documents that provides evidence of activity relevant to the Parish Cllr Archer noted progress on repairs related to the PC.**
- b) To APPROVE the new Community Plan and its publication Cllr Archer. The approval of the Community plan was proposed by Cllr Archer, seconded by Cllr McHugh and unanimously carried.**
- c) To AGREE working group leads. Cllrs unanimously agreed to the following work stream leads:-**
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. The notice boards are now functional and tidy.**
- e) To RECEIVE an update from the latest LCN meeting Cllr Archer. Cllr Archer will attend the AGM in August**
- f) To AGREE a new PC domain name for website: name. Either charltonhorethorneparish.gov.uk or charltonhorethorne-pc.gov.uk. Cllr Archer proposed charltonhorethorneparish.gov.uk seconded by Cllr Pipe and unanimously carried.**
- g) To AGREE Clerk email address clerk@charltonhorethorneparish.gov.uk proposed by Cllr Archer, seconded by Cllr Pipe and unanimously carried.**
- h) To AGREE new mail addresses for Cllrs, should they wish to use them Cllr Archer proposed the following style t.archer@charltonhorethorneparish.gov.uk. This was seconded by Cllr Pipe and unanimously carried.**
- i) To AGREE Items for the next meeting Cllr Archer.**
To agree the allocation of remaining reserve funds from the Village Green project to the Millennium Green project.

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