

Thurloxtton Parish Council.

Minutes of the meeting held on Thursday 6th November 2025 at 7.30pm
in Thurloxtton Village Hall

Present:

H Coombs (Chairman)
A Hooper (Vice Chairman)
A Quick
Helen Barrington (Clerk)
A Bradford (SC)
S Archer (new Clerk)
D Stripp (Chair, Hestercombe LCN Children & Young People Working Group)

Members of the public present: 3

Public Session:

D Stripp outlined progress on the HYPE project and provided us with a banner to display promoting the 3 youth hubs in North Petherton, Creech St Michael and West Monkton. It was also suggested that the parish council make a provision within the 2026/27 budget to cover our young peoples' transport costs to/from the hubs.

1. **Apologies:** J Trott, P Mackay, B Revans (S.C).

2. **Welcome to the new parish clerk:**

- **Formal approval of appointment including agreed rate of pay**

The new parish clerk was welcomed to the meeting by the Chair and her appointment in post from 24th November 2025 at the hourly rate of £17.50 was approved, proposed by H Coombs, seconded by A Quick, all councillors in favour.

- **Issue of draft contract of employment**

A draft contract of employment will be issued via email, and will be signed at the next meeting.

3. **Minutes** of the meeting held on 11th September 2025 were agreed and duly signed, proposed by A Quick, seconded by A Hooper.

4. **Matters arising from the last meeting:** none

5. **Planning Applications:**

- **New applications received:** none.
- **Conrad Energy Highways report- follow up from last meeting (Cllr. B Revans)**
Deferred until the next meeting.

6. **Finance**

- **Bank balance**

	Income	Expenditure
Opening Balance	£10618.15 as at 11/9/25	
1/10/25 D Lock-work in September		£91.00
1/10/25 Clerk's salary		£614.54
7/10/25 bank charges		£ 4.25
13/10/25 HMRC contributions		£20.50
4/11/25 bank charges		£4.25
Closing balance	£9883.61 as at 6/11/25	

- **Payments:**

HMRC contributions-outstanding credit from y/e 5/4/25 £7.60 offset against contributions due
£28.20-£7.70=£20.50

Payments due: none

Future payments: currently Microsoft 365 and Norton subscriptions for the parish council have been covered by the clerk's existing licences. Provision for these subscriptions to be taken out by the parish council will need to be included in the budget for 2026/27.

Bank mandate update: All old signatories have been removed from the bank mandate. Arrangements will be made for the new clerk to be added to the bank mandate.

7. Highways and Footpath issues:

Highway issues:

- **update on request to Highways for road signs/markings review**

A request has been sent to Highways with no response to date.

- **update on Highways Safety Awareness Training arrangements**

Any councillor expressing an interest in the Highways Safety Awareness Training will need to email tlc@somerset.gov.uk to enrol on the course. The clerk will send out full instructions.

- **cutting of visibility splays on Knotcroft Lane**

The cutting of the visibility splays on Knotcroft Lane have been undertaken by A Quick.

- **Footpath BW33/5 stile upgrades**

Rights of Way team had offered to upgrade the stiles along this footpath with kissing gates but the landowners involved felt it would make the fields/paddocks less stock proof and so no further action was taken.

8. Lengthsman Scheme

The lengthsman undertook 7 hours work in September: Grass cutting/strimming and drain cleaning. No invoice has yet been received for work in October.

9. Village Hall

- **Fixed asset register query**

Parish records show that the village hall is owned by the parish council through a reversionary conveyance from the Crown Estate Commissioners in 1984 for £50. The Clerk has received advice from SALC: "if the council owns the property, then it is an asset that should be recorded at the purchase price, as per the council's financial regulations". It was agreed that more investigation was needed and A Quick will check the land registry to find out who owns the village hall.

It was agreed to consider reinstating the annual donation of £500 to the village hall when the 2026/27 budget is set.

10. Book Exchange: nothing to report.

11. Hestercombe LCN update:

- **Report from LCN meeting on 24th September 2025.**

The Chair attended the Hestercombe LCN meeting on 24th September: Highways and Youth provision (as per the public session) continue to be the two main areas being taken forward by working groups.

- **HYPE banner location**

It was agreed that the banner should be erected at the Green Dragon triangle so it can be seen by traffic driving through the village. Action: A Quick/A Hooper.

12. Data Protection/IT draft policies for approval:

Draft copies of the IT policy and Data Protection policy were distributed and will be reviewed at the next meeting.

13. Matters of report and items for the next meeting: budget 2026/27, precept setting.

14. Date of next meeting:

The date of the next meeting will be Thursday 8th January 2025 at 7.30pm.

The meeting closed at 8.17pm.