



NOTICE OF PARISH COUNCIL MEETING

I hereby give you notice that the monthly meeting of Ansford Parish Council will be held in:

Caryford Community Hall, on Wednesday 8th July 2026, at 6:30pm

All members of the Parish Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

Signed: *Simon Pritchard* – Simon Pritchard PSLCC
Responsible Finance Officer & Acting Proper Officer

❖ **Public Observations/Question Time:**

Before the start of the meeting, in accordance with Standing Order 3(e) there will be an opportunity for members of the public to comment on agenda items. In accordance with Standing Order 3(f) the question/comment time is limited to 3 minutes each, and the session should not exceed 15 minutes (unless directed by the Chair of that meeting). Contributions from members of the public do not form part of the official meeting and will normally not be included in the official minutes unless they are deemed helpful in explaining subsequent Council decisions. Questions may be answered in writing. The Public are reminded that once the meeting has started, they have no right to speak.

❖ **Reports from Somerset Council:**

Somerset Councillors Henry Hobhouse & Kevin Messenger are invited to give their verbal reports before the start of the formal meeting. This is also an opportunity to engage with the Somerset Councillors.

FORMAL MEETING AGENDA

1. Appointment of Parish Clerk (Proper Officer):

To receive the Appointment Panel recommendation. To resolve on an appointment.

2. To receive any apologies for absence:

To note and approve the reason given.

3. Declarations of interests:

Members are reminded of their obligation to declare any Pecuniary or Other Interests they have under the Localism Act 2011 and the Somerset Code of Conduct. Members are reminded that they should leave the room for any item they have an interest in.

4. Adoption of previous council meeting minutes:

To adopt the minutes of: **Wednesday 10th June 2026**

5. Items for decision requiring further action/decisions:

A. Fairfield Maintenance:

- 1. Pump Track Repair Cost** – To confirm that APC obtained a quote and this was sent to CCTC. To confirm that no risk assessment has been received to date for CCTC. To receive any further information from CCTC. To resolve on any further action or the appointment of a contractor.
- 2. Fence Repair Cost** - to receive information requested from CCTC as to the length and exact location of the proposed fence.
- 3. Bench (X2) Repair Cost** – to receive copy of invoice (£312) from CCTC for having two benches repaired. To resolve on any contribution towards the repair.
- 4. Giant Hogweed** – to receive a report of the discovery of the weed. To resolve on the action to take including costs.

B. Emergency Procedure Policy: to receive and adopt.

C. New Parish Council Logo: to receive designs and agree if to adopt.

D. Maggs Lane Field Development: to receive verbal update on meeting held with a projects consultant. To resolve on the appointment of the projects consultant including costs.

E. Bartlett Square Play Area Rules: to consider if rules should be displayed on a sign. To resolve on any rules.

F. Parish Survey: To resolve on any updates to the survey. To resolve on have the survey will be distributed.

G. Fingerpost Hillcrest School: To resolve on adding a fingerpost at the top of the footpath by Hillcrest School.

H. Superfluous SID: To resolve to advertise the spare SID, including the price.

6. Written & verbal reports (items for report only):

NB: the written reports are available from the Parish Council's website.

- a) Chair's report (Cllr Houlton)
- b) LCN – Somerset Council (Cllr Edwards)
- c) Local Highways (Cllr Houlton)
- d) Open Spaces & Footpaths (Cllr Edwards)
- e) Long-term Fairfield Governance Agreement (Mr Pritchard)
 1. Legal advice on management
 2. Talks with CCTC Clerk
- f) Health and Safety (Cllr Parker)
- g) The Adoption of Maggs Lane Field (Cllr Henderson)
- h) Resilience Plan (Mr Houlton)
- i) Joint Neighbourhood Plan Update (Cllr Henderson)
- j) New Play Area, Bartlett Square, Lovells Farm (Mr Pritchard)
- k) Parishioner contact verbal report (Clerk and Cllrs)

7. Parish Council finance:

- a) To receive the payments made since the last meeting list.
- b) To approve the payments requested list.
- c) To note the financial reports and bank reconciliation.

9. Dates and Times of all meetings until May 2027:

To agree the calendar of meetings until May 2027

10. Confidential session:

To pass a resolution to exclude the press and public from the next agenda item as it relates to a staffing matter.

11. Staffing matter:

To receive a verbal report and resolve on any further action.