AGENDA –

ANNUAL MEETING OF WALTON PARISH COUNCIL

FRIDAY May 8th, 2026, AT 7PM IN WALTON VILLAGE HALL

All Walton Parish Councillors are summoned to attend this meeting of the Parish Council. This is an open meeting, and the press and public are welcome to attend.

Helen Moore *May 1st, 2026*

1. **The election of the Chairman**
2. **To receive and consider reasons for non-attendance.**
3. **The election of the Vice Chairman**
4. **Councillors**
   a. Registers of Interests – Councillors are reminded that these should be kept up to date.
   b. Disclosure of any undeclared interests and notification of dispensations granted.
   c. Councillor training – feedback and requests
   d. Councillor Vacancy
5. **Minutes**
   a. To approve the minutes of the meeting of 10th April 2026
   b. To approve the minutes of the extra ordinary meeting of 15th April 2026
6. **Public Speaking & Correspondence**
   a. **Declaration of interest in speaking on agenda item[s]**: To speak for no more than 3 minutes on items on the agenda [Public participation shall not exceed 30 minutes in total.]
   b. **Opportunity to raise issues/concerns not on this agenda**: To speak just for information. Council to agree if the item is added to the agenda of a future meeting or not. [Maximum of 5 speakers per meeting and 2 minutes per item]
   c. **Correspondence received from members of the public:** regarding issues/concerns not on this agenda – just for information. Council to agree if the item is added to the agenda of a future meeting or not.
7. **Planning**
   a. To receive any planning decisions reported.
   b. To consider planning applications received.
      i. **2026/0584/FUL Creation of 2no. Traveller and Gypsy caravan pitches together with the erection of 1no. day room. Land At 346610 136027 East Mead Lane Walton Somerset**
      ii. **2026/0785/HSE Single storey rear & side extension 22 Mildred Road Walton Somerset BA16 9QR**
      iii. **2026/0761/VRC Variation of condition 1 (Plans List), condition 3 (Ecology Nest Boxes etc), condition 6 (Footpath/Pavement/Pedestrian Crossing), condition 7 (Estate Roads) and condition 8 (Surface Water Drainage) on consent 2019/2516/REM The Walton Gateway 160 Main Street Walton Somerset BA16 9QU**
   c. General planning concerns to note including:
      i. Somerset Local Plan timetable update
   d. Neighbourhood plan
      i. To receive a general update
      ii. To consider community involvement and the formation of a village working group.
8. **Election of Councillors to areas of responsibility**
   a. Bank signatories.
   b. representatives to the Walton Trust.
   c. representatives to the Walton Allotment Society.
   d. representatives to the Avalon & Poldens Local Community Network.
   e. finance working group.
   f. staffing working group.

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g. newsletter/communications working group.
h. East Mead Community Area working group.
i. Book exchange [telephone box library] working group.
j. Footpaths working group.
k. Neighbourhood plan working group.
l. Facebook
m. Other.

9. **Transfer of Community Assets from Somerset Council**
   a. To receive reports regarding initial costs and consider any action required.
10. **Community Tree Trail**
   a. To receive reports regarding the project and its potential future development and consider Council involvement, funding, and external grant funding.
11. **Council Policies**
   a. To review and adopt Standing orders, financial regulations, and code of conduct.
   b. To note and consider for review [if there are legislation changes, if advised by NALC, or if the Council, a Cllr, or Clerk requests a review.] including: communications policy, statement of financial control and annual review of effectiveness of internal control, complaints procedure, data protection policy, audio visual recordings and photography at Council meetings policy, audio recording retention policy, auto Speedwatch camera policy & privacy risk assessment, review of effectiveness of internal audit, tree and plant policy, IT policy.
12. **Parish Council Insurance**
   a. To consider a report regarding insurance and the impact on this year's budget.
13. **Finances**
   a. To receive and consider approval of the monthly financial report.
   b. To consider authorisation of the invoices for payment schedule.
   c. To receive the report from the Internal auditor
   d. Annual Governance and Accountability Return:
      i. Consideration of annual governance statement
      ii. Consideration of accounting statements
13. **Review of Annual meeting**
14. **Village upkeep**
   a. To receive a report and consider allocation of tasks for this month
15. **Reports for information but not decision**
   a. Somerset Unitary Councillor
   b. Parish Councillors
16. **Dates of future meetings**
   Monthly parish council meeting – Friday 12th June – 7pm at the Village Hall

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Councillors are reminded of their duty under the Code of Conduct: The 7 principles of public life: Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty, and Leadership.
Councillors are reminded that the council has a general duty to consider the following matters in exercise of any of its functions: Equal opportunities, crime and disorder, health and safety, human rights, and biodiversity.

Councillors are reminded that if there is anything that they would like to see discussed at the JUNE 2026 parish council meeting, the title of the item (which is used on the agenda); a brief description of the issue, recommendation (what the Cllr would like the Council to do); background to the issue and supporting papers if any, need to be with the Clerk by Midday on Wednesday 3rd June 2026, at the latest this is to enable the circulation of reports and information with the agenda of that meeting.

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