

## DOULTING PARISH COUNCIL

### SUMMONS AND UPDATED AGENDA FOR THE ANNUAL MEETING OF DOULTING PARISH COUNCIL TO BE HELD ON WEDNESDAY 13<sup>th</sup> MAY 2026 AT DOULTING VILLAGE HALL, DOULTING COMMENCING AT 7.30pm.

2605/1 - Apologies for absence.

2605/2 - Election of Chairman

2605/3 - Election of Vice Chairman

The Chairman, Vice Chairman and any new councillors are required to sign a Declaration of Acceptance of Office.

2605/4 – Confirmation of Proper Officer

2605/5 - Confirmation of Responsible Financial Officer

2605/6 - Appointment of Glebeland Committee.

Appointment of Parish Council representatives and Committee members.

2605/7 - Appointment of Representative on the Village Hall Committee.

NB - Councillors individual responsibilities to be confirmed at the next meeting.

2605/8 - Declarations of Interest:

Members are required to act in accordance with the Parish Councils Code of Conduct adopted on 14<sup>th</sup> March 2023 where a matter arises at the meeting in which he/she has a disclosable pecuniary interest or other interest as detailed in the Code. Unless a dispensation has been granted the member shall not participate in the discussion or vote on the matter or shall withdraw from the meeting as required by the Code.

Voting procedures – as previously agreed, votes will be recorded.

2605/9 - Public Forum:

The Chairman will adjourn the meeting and allow a maximum of 15 minutes for public participation on matters included on the agenda only. The normal rules governing public participation apply including a three-minute limit on speaking time for each member of the public.

- i) Matters on the Agenda including planning.
- ii) Somerset Councillors reports – circulated.

2605/10 - Confirmation of the Minutes of previous meetings:

- i) That the Minutes of the Meeting held on 11<sup>th</sup> March 2026 be agreed and signed as a true record.
- ii) That the Minutes of the extraordinary Meeting held on 22<sup>nd</sup> April 2026 be agreed and signed as a true record.

2605/11 - Parish Council Response to Planning Applications:

- i) 2026/0758/AGB - Application for prior notification of agricultural development for a proposed building. Merryfield Farm Merryfield Lane Doulting Shepton Mallet Somerset BA4 4RF.
- ii) 2026/0723/HSE and /724/LBC - Removal of existing conservatory & replaced with single storey side extension at Bodden Cross Farm Bodden Lane Bodden Shepton Mallet Somerset BA4 4PU
- iii) 2026/0822/FUL - Alter the allocated access route to the two lodges at Knapps Farm to another existing access route, install a parking area and pedestrian path to one of the lodges. Knapps Farm Kings Road Doulting Shepton Mallet Somerset BA4 4LA

2605/12 - Parish Council Matters.

- i) Somerset Council Highway Service Devolution proposals:
  - a. Highway Maintenance update and Working Group.
  - b. Volunteer Highway Maintenance scheme.
  - c. Highway works commissioned by the Parish Council – Schedule of works and anticipated costs.
- ii) Somerset Council matters
  - a. LCN – AGM 28<sup>th</sup> June 2026, Council Offices, Shepton Mallet.
- iii) Highways and traffic –
  - a. Doulting Hill signs.
  - b. Roads around Brottens Lodge.
  - c. Matters of report.
- iv) Parish Paths Liaison Officers report.
- v) Speedwatch.
- vi) SID's information, Somerset MOU and purchase of equipment.
- vii) Village Hall matters.
- viii) Somerset Bus Partnership.
- ix) Dog Control consultation.
- x) Health and Wellbeing survey.
- xi) SALC Training events.
- xii) Bus shelter repair.
- xiii) Parish Council website and email addresses.

2605/13 - Matters relating to The Glebeland:

- i) Skate Park refurbishment.
- ii) Possible re-structure of the Glebeland Committee

2605/14 - Matters relating to Padfield Green.

- i) Planting troughs around perimeter.
- ii) Willow shading structure.
- iii) Matters of report.

2605/15 - Matters relating to Prestleigh, Bath and West Showground and Waterlip.

- i) Matters of report.

2605/16 - Financial:

- i) Payment of Clerks Salary and expenses.
- ii) Payment of HMRC Tax.
- iii) Invoice for gulley emptying.
- iv) Agreement of Audited Accounts.
- v) Completion of AGAR Process:
  - Internal Auditors Report
  - Annual Governance Statement
  - Annual Accounting Statement
  - Exercise of Electors Rights.

2605/17 - Matters of Report

2605/18 - Date and Time of future Parish Council Meetings

Wednesday 17<sup>th</sup> June 2026 at Doultling Village Hall.  
Meetings commence at 7.30pm

**Alan Butcher,**  
**Parish Clerk,**  
**6<sup>th</sup> May 2026**  
**01749 870358;**  
**email: [parish.clerk@doultlingparish.org](mailto:parish.clerk@doultlingparish.org)**

