Compton Bishop Parish Council

Minutes of the meeting held at 7 p.m. on Wednesday 14th October 2026 at Cross Memorial Hall, Cross
Present: Chairman T. Mason, Cllr. H. Dean, Cllr. R. Glyde, Cllr D. Ham, Cllr. D. McCarthy, Cllr. C. Settle.

In attendance: Sally Ferguson, Clerk, and Unitary Councillor B. Filmer

Draft Minutes

26/10/A

Apologies were received from Cllr G. Hancock; there were no declarations of interest.

26/10/B

The minutes of the meeting held on 9th September 2026 were approved as a true record.

26/10/C

Public speaking: There were no residents present.

26/10/D

Planning applications: None received.

Planning decisions noted:

- 21/26/00008 Land to West of Kennel Lane, Webbington, BS26- Granted permission
- 21/26/00009/JMS Glebe House, Vicarage Lane, Compton Bishop, Axbridge, Somerset. BS26 2HL. - Granted permission.
- 21/26/00010 Cumbtune Farm, Webbington Road, Compton Bishop, Axbridge, Somerset .BS26 2ER. - Withdrawn after registration.

26/10/E

The Clerk had sent all correspondence by email.

26/10/F

The Unitary Councillor's report was received and will be published on the website with the minutes.

26/10/G

- Clerk Expenses = £52.00
- Salary/ backpay = £623.20
- HMRC (Tax and N.I.) = £210.10
- SLCC (50% WordPress course) = £138.60
- Scribe lite= £14.40
- Bank charges = £4.25
- SALC (training)= £35.00
- John Cheek (grounds maintenance) = £95.00

The account balances after October payments are:

- Current Account=£351.14

- Deposit Account= £46,232.32

The Clerk's initial draft budget for 2027–2028 was reviewed. Reserves were reviewed and allocated, with further monitoring planned for next month.

26/10/H

As discussed at the September meeting, a quote has been requested to upgrade from Scribe Lite to the full package, which offers additional features and reports. Having introduced more than six councils to the system, the Clerk negotiated a 50% discount on the initial payment, reducing it from £199 to £99.50 plus VAT. This payment covers all future Scribe training for councillors and staff. A further £3 per month discount was offered (£28 to £25) for the full package. For comparison, Scribe Lite cost £173 last year, plus £71 for the year-end check, totalling £244. The full package would cost £360 per year going forward. The Clerk would not require a year-end check because she has extensive experience with the system.

On Thursday 8th October, the Clerk and Vice Chair Settle attended the Somerset Parishes Conference. The workshops were informative, and the Clerk gathered details about Unity Trust Bank, which specialises in services for local authorities, to share with the Council in the November meeting.

Contact has now been established with the new PCSO, Arlie, and SID report data has been shared with him.

The draft Budget is taking shape and will be presented for discussion at the meeting on 14th October.

The Council may like to consider showing the National Peoples Emergency screening. Over 50 people attended a showing at Lympsham.

Planning referral arrangements change on 31 October. The national scheme of delegation requires local planning authorities to remove automatic committee-referral triggers, including arrangements that let a parish or town council require a committee decision. Parish and town councils keep their statutory consultation role.

Proper-practices and internal-audit changes are being proposed. CIPFA (Chartered Institute of Public Finance and Accountancy) is consulting on a proposed Proper Practices Code and Internal Audit Code for smaller authorities, covering the Annual Governance Statement, reserves, accounts presentation and internal audit. Subject to approval, the framework would apply from 2027/28, not the current year. Councils and clerks can respond until 31 October.

26/10/I

Councillor reports from Cllr. Dean and Cllr. McCarthy covered footpaths and traffic-calming ideas.

26/10/J

Three assessments of the Hall's energy use had been completed, but there was no significant update since last month. The Clerk now has access to the Hall Committee minutes.

26/10K

The Council considered a request to reduce the speed limit in Cross to 20 mph. It agreed to seek further information from Traffic Management about other areas of the village and revisit the matter next month.

26/10/L

The Council considered a request to add Bow Bridge to the Somerset Heritage List. It was agreed that the Clerk would action this request.

26/10/M
The Council considered Scribe's quotation for upgrading from Scribe Lite to a package offering more detailed budgeting reports. It was resolved to accept the quote.

26/10/N
The Clerk reported on letters sent to residents about overgrown hedges and trees obscuring highway signs. New information indicated that part of the hedgerow may be on Somerset Council land, so the Clerk was asked to report the affected stretch online and request that it be cut back.

26/10/O

It was resolved to agree the 2027 Meeting Dates proposed by the Clerk.

26/10/P
The Clerk would send out the latest response from the National Trust regarding wildfire prevention and enquire when a meeting could be convened.

The general meeting closed at 8.15 pm.

26/10/Q
A Staffing Committee session then took place to review the Clerk's probationary period. This will now be reported to full Council next month.

These minutes remain in draft until approved by the Council.

DRAFT