

Brent Knoll Parish Council

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COUNCIL SUMMONS AND AGENDA

The next Monthly Meeting of Brent Knoll Parish Council will be held on

**Wednesday November 2025 at the Jubilee Room in the
Parish Hall at 7pm**

Public Session and Agenda Items

1. **Apologies for absence** (resolution to approve)
2. **Declarations of Pecuniary** (Registerable Interests and Dispensations)
3. **Approve the Minutes from 1st October 2025**(Resolution to approve)
4. **Public Session : The chairman will ask for any submissions from members of the public** (*agenda items only*) or other matters at the chairman's discretion)
5. **Planning Matters**
07/25/00027 : Variation of condition 2 of planning permission **07/24/00008** (Erection of extension to East Elevation, Erection of extension to West Elevation on site of existing conservatory (to be demolished) and erection of terrace and steps into rear garden to amend the approved plans in schedule A. **At 157, Brent Street Brent Knoll TA9 4BE**
6. **Clerks report** and Correspondence matters / and Surgery report

Correspondence (Pre Circulated) Consider any matters for future consideration
Report from the **Surgery 4th November 2025** OJC/RF

Working Group reports (Where appropriate pre circulated)
(Share Project Tracker October 2025)

To present and receive reports

The Footpaths Team	AR/DK
The Highways Team	MB/JG
The Village Green Toilet Block/ Car Park/ Hill Lane	Rota member report
The Audit and staffing group	OJC/RF/CT
The Shop Liaison Group	AR/DK/
The Flood Action Group	DK
Contract review Group	OJC/AR/DK

IT Working group/ Website meetings	OJC/JR/CW
Policy Introduction and Updates	
(a) No New Policy updates for November	OJC

The Report from the Somerset Council member. Cllr R Filmer

7. **Financial Report** and payments for **October 2025 (OJC)**

Payment List Statutory approval for **November 2025** (Approved under Minute no (241/23 (March 5th 2025)
(resolution to approve)

To Consider variable Payment Listing **for November 2025**
(resolution to approve)

Room Hire Charges for the period 3rd June/30th Sept 2025	£ 140.00
Water 2 Business account for the period 14/03/22/09 DD	£ 326.06
Paul Dixon to install cycle racks village Car park	£ 155.00
Clerks expenses and Office account July to September 2025	£ 308.91
To consider the remaining part of Steve Pinn invoice 748	£ 360.00
Final quote on new Laptop and Office 365 Subscription	£ 584.00
PWLB Payment for 17th November 2025 DD	£ 1456.43
Somerset Forge Milestone A38 (contributed by local resident)	£ 474.00
Scribe Subscription for 2025/2026	£ 414.72

Other Financial matters

- (i) Payment List for October pre circulated (**questions**)
- (ii) Budget for 2026/2027 Discussions and proposals to set a budget (pre circulated)
- (iii) Council Contract Tender to be discussed, considered and approved
- (iv) Toilet Cleaning Contract going forward
- (v) Quotes for the Play surface replacements/ Repair other quotes

8. **Matters for Consideration** and Decisions **for October 2025**

- (a) Damage to SID / Batteries / quotes / ANPR Alarm any decisions OC
- (b) Website upgrade and Domain OC/CW/JR
- (c) To consider permission for drop box Community shop (if requested)
- (e) Report on the Preparedness on 15th October AR/AP
- (g) Any updated information (Flood alleviation project rear of Church AR/DK)

(h) Confidential Matter

That in accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the following business to be transacted.

9. **Matters of Report** and agenda Items for **December 3rd 2025 (No Decisions)**

Date of Next Meeting and Surgery dates

The next full meeting of the Parish Council will be **3rd December 2025** at 7pm
Parish Surgery on **2nd December 2025** 10am to 12 Noon. Provisional meeting **19th November 2025** as required.

