

Melchet Park & Plaitford Parish Council

Minutes of meeting held at Plaitford Village Hall on 11th May 2026

Present

K Curtis (Chairman)

N Curtis

Councillor G Bailey (TVBC)

S Bowles

AW Porter

PJ Cross

CS Stacey

16/26 Election of Chairman and signing of Acceptance of Office

Cllr Bowles proposed and Cllr N. Curtis seconded that that Cllr K Curtis should be elected as Chairman: this was resolved and the signing of the Acceptance of Office was witnessed by the Proper Officer (Clerk).

17/26 Apologies

Apologies were received from Cllr N Adams-King (TVBC, HCC).

18/26 Election of Vice-chairman

Cllr Porter proposed and Cllr Cross seconded that Cllr Stacey should be elected Vice-chairman: this was resolved.

19/26 Election of Councillor with Responsibility for Staffing

Cllr Stacey proposed and Cllr Porter seconded that Cllr Cross should be elected as the councillor with special responsibility for staffing: this was resolved.

20/2026 *The minutes of the 16th March 2026 meeting were agreed and signed.*

21/26 Interests

No interests were declared.

22/26 Matters Arising

It was agreed that the Clerk should try to find another contractor for the re-instatement of the path across the verge at the west gate of Plaitford Church.

23/26 Planning Applications

a) Oaktree Paddock, Flowers Lane (TVBC ref: 26/00883/FULLS) - Demolition of stable building and erection of day room. It was agreed that the response should be "No objection".

b) Land Opposite Gardeners Farm, Flowers Lane (TVBC ref: 26/00947/FULLS) - Demolition of three agricultural buildings (two with extant consent for a C3 dwellinghouse) and the erection of two dwellinghouses, as well as the conversion of a stables (with extant consent for conversion to a C3 dwellinghouse) with associated parking, package treatment plants, landscaping and associated works. It was agreed that the response should be "No objection".

24/26 IT Policy

Cllr Cross proposed and Cllr Stacey seconded that the IT Policy previously circulated should be adopted: this was agreed.

25/26 Councillors' Reports

Cllr Porter informed the meeting that he believed the landowner of Bolder Wood was intending to clear and replant this autumn.

27/26 Finance

a) End -of-year 2025-26

- i. Cllr K Curtis proposed and Cllr Porter seconded that the end-of year Accounts (2024-25) should be approved: this was resolved.
- ii. Cllr K Curtis proposed and Cllr N Curtis seconded that the year-end Bank Reconciliation should be approved and signed by the Chairman.: this was resolved.

b) Current Year 2026-27

- i. The Budget Control Report was received.
- ii. Income of £2100.00 from TVBC (precept) and £41.56 from HMRC (VAT refund) has been received.
- iii. D/Ds already paid were noted.

Date Paid	Recipient	Amount	Reason
17-Mar-26	Lloyds Bank	£4.25	Standing charge
18-Mar-26	Hugo Fox	£2.99	mailbox
17-Apr-26	Lloyds Bank	£4.25	Standing charge
18-Apr-26	Hugo Fox	£2.99	mailbox
22-Apr-26	HMRC	£186.08	PAYE (month 10-12 2025-26)
- iv. The following invoices were approved for payment by BACS

Recipient	Amount	Reason
HALC	£232.00	Membership
MJ Martin	£50.00	Internal Audit
Zurich Insurar	£214.00	Insurance
J Wright	£211.04	April salary

c) AGAR 2025-2026

- i. Cllr Porter proposed and Cllr Bowles seconded that the Certificate of Exemption should be signed: this was resolved.
- ii. The Annual Internal Auditor's Report was noted.
- iii. The Annual Governance Statement was considered, Cllr Stacey proposed and Cllr N Curtis seconded that it should be approved and signed: this was resolved.
- iv. The Accounting Statement was considered, Cllr Cross proposed and Cllr Bowles that it should be approved and signed: this was resolved.
- v. The explanations for the year-on-year variances were noted.
- vi. It was agreed that the date for the Notice of Public Rights shall commence on 2nd June 2026

Urgent Items

Meeting closed at 9.40 pm

Date of Next Meeting

20th July 2026 in Plaitford Village Hall at 7.30 pm