

Draft Minutes of the Dunkerton & Tunley Parish Council Meeting 26 May 7.30 pm Tunley Recreation Centre

Ref	Agenda Item	Minute	Action
	ATTENDANCE	Cllr Batchelor (Chair) Cllr Robinson (Vice Chair), Cllr Willert, Cllr Mannings, Cllr Pilkington, Cllr Ball, Cllr Orme (until agenda item 3), Ward Cllr McCabe, and the Clerk Kathryn Manchee.	
1	APOLOGIES FOR ABSENCE	Cllr Prescott and Cllr Hookway.	
2	Declarations of Interest/Dispensations	None.	
3	Election of Chair	Cllr Robinson took the chair. Cllr Orme didn't want to stand as chairman again and is retiring from the parish council. As the sole candidate Cllr Batchelor was unanimously elected chair.	
4	Receive the declaration of Acceptance of Office by the Chair	The chair signed the declaration of office witnessed by the clerk.	
5	Election of Vice Chair	As the sole candidate It was unanimously resolved that Cllr Robinson be appointed as vice chair.	

6	Receive the declaration of Acceptance of Office by the Vice Chir	The vice chairman signed the declaration of office witnessed by the clerk.	
7	Reappointment of Internal Auditor	It was unanimously resolved that the internal auditor be reappointed.	
8	Representatives to Parish Organisations		
8.1	Receive Reports from Parish Representatives	The Annual reports from the DPH representative and the Nature Team were circulated prior to the meeting and presented at the meeting.	
8.2	Appoint Representatives to Parish Organisations	It was unanimously resolved that the existing parish representative Cllr Mannings for the DPH remain in place. It was unanimously resolved that TRC representative position be taken by Cllr Hookway. It was unanimously resolved that there was no need for a Manders Orchard representative.	
9	Appointments to Grievance and Disciplinary Sub Committees	It was unanimously resolved that Cllr Prescott, Cllr Robinson and Cllr Pilkington form the grievance subcommittee and Cllr Mannings, Cllr Willert and Cllr Ball form the disciplinary subcommittee.	

10	Reappointment of Clerk and RFO under the existing contract	Unanimously approved.	
11	Review and Confirm or Amend Website Accessibility Statement	Unanimously resolved to approve the updated statement. This to be posted on the website.	Clerk
12	Review and Confirm or Amend Standing Orders, Financial Regulations and Privacy Notices	Unanimously resolved for all to stay as is.	
13	Review and Confirm or Amend Banking Arrangements	Unanimously resolved to stay as is.	
14	APPROVAL OF MINUTES OF PREVIOUS MEETINGS	The minutes of the meeting held on 28 April 2026 were approved and signed by the chair.	
15	MATTERS ARISING		
15.1	Update on Response from BANES re future of the A367	Ward Cllr McCabe to chase BANES on this.	Ward Cllr McCabe

	Dunkerton Bus Shelter Street Light and possible funding for the bus shelter lighting		
15.2	Update on Bus Service Campaign	Progress is being made. The parish council is very grateful for all the work being undertaken by the Forgotten Valley Bus Campaigner and Cllr Ball.	
15.3	Update on Various Speed Measures on the B3115	Tunley village 20 mph comes into operation mid-August. Nothing new to report on the other changes.	
15.4	Update on Progress with new website and associated emails	Due to the heavy workload at this time of the year this work to recommence next month.	Clerk
15.5	Update on Cricket Club Relationship Management	Cllrs Batchelor and Cllr Pilkington have met with the contractor who will be providing a quote. Clearance work to be undertaken later in the year. Next year work to be commissioned earlier. The cricket club's sponsor has been undertaking some work at the pavilion – the old hot water tanks and pipework have been removed and a new outside door has been fitted.	Cllrs Batchelor, Pilkington and Mannings

		Cllr Mannings to meet with a trustee of the hall regarding the future management of the relationship with the cricket club.	
15.6	Progress Report on Adding Additional Signatories to the Bank Account	As none of the new signatories have been invited to register for internet bank Unity to be chased on progress.	Clerk.
16	URGENT BUSINESS AS AGREED BY THE CHAIRMAN	None.	
17	FINANCE		
17.1	Financial Report	The balance of funds as at 26 May is £17,720.84.	
17.2	Payments For Approval	Approved. Details can be found in Appendix 1.	
17.3	Internal Audit Report and Approval of Resulting Action if Required	A copy of the report and its recommendations have been circulated prior to this meeting. Nothing of significance to report other than the non-compliance with Assertion 10 digital compliance. The internal auditor is aware that a plan is underway to meet this and should be fully in place by the next internal audit. A couple of minor improvements were suggested in financial reporting which were	Clerk

		• Number the vouchers associated with receipts and • When reporting on tax and NI quarterly payments provide a total as well as details of the individual monthly payments. These two practices will be adopted for the financial year 2026 2027.	
17.4	Approval of the Annual Governance Statement 2025 2026	Approved and signed by the chair and the clerk.	
17.5	Approval of the Accounting Statement and supporting information 2025 2026	Approved and signed by the chair and the clerk.	
17.6	Approval of List of Transactions over £100 2025 2026	Approved.	
17.7	Approval of the Exemption from External Audit 2025 2026	As the income and expenditure for 2025 2026 were both less than £25k the parish council unanimously resolved to exempt itself from an external audit. The parish council is still audited “internally”. The chair and RFO signed the certificate which will	Clerk/RFO

		be submitted to the external auditor.	
17.8	Consideration of Purchase of Second Hand Mower for Vegetation Clearance	It was unanimously approved to purchase the Hayter mower at a cost of £75 serviced.	Cllr Robinson
18	PLANNING		
18.1	BANES Planning Decisions	Planning Application REF 25/04195/FUL Blossom Manor Tunley Road Tunley Erection of detached 3no bed dwelling and garage on land south of Blossom Manor. REFUSED. Parish Council OBJECTED and further information submitted to the appeal. APPEAL IN PROGRESS. Planning Applications REF 26/00147/FUL and 26/00148/LBA Church House Church Road Dunkerton Demolition and replacement of an existing outbuilding to contain annexe residential accommodation. DECISION PENDING. Parish Council SUPPORTED. Planning Application REF 26/01487/FUL – Lower Tunley Farm, Stoneage Lane, Tunley 2No extensions to existing farm buildings. Parish Council SUPPORTED SUBJECTED TO	

		CONDITIONS. DECISION PENDING. Planning Application REF 26/01684/FUL - Highacres , Bath Road, Tunley Erection of a Tractor Shed and partial demolition of the stable block (retrospective) Parish Council SUPPORTED. DECISION PENDING. Planning Application REF 26/01238/EOUT Parcel 4234, Combe Hay Lane, Combe Hay Outline application for phases 3 and 4 for up to 200 dwellings. Parish Council OBJECTED. DECISION PENDING.	
18.2	Planning Correspondence and Planning Related Matters	The local plan consultation will take place soon.	
18.3	Consideration of a Response to Planning Applications REF 26/01338/FUL and 26/01339/LBA Crossways House Crossways Lane Various internal and external alterations to Crossways House including the	The parish council unanimously resolved to support these applications.	

	reinstatement of a front porch; erection of curtilage wall, gates and railings; removal of the former inn car parking at the front and rear and reinstatement of soft landscaping; timber car port with integrated workshop; reconstruction of the former skittles building and change of use to C3 as an extension of the existing dwelling		
18.4	Update on Draft Local Plan Somerset Coal Canal Policy	The parish council will know more when the local plan consultation commences.	
19	NEW ISSUES RAISED BY COUNCILLORS/PARISHIONERS		
19.1	Music Festival Tunley 26 June 2026 to 28 June 2026	This is a private event but will be attended by 500 to 700 people. Concerns have been raised about the impact of the traffic on Stoneage Lane. In response the camping and related parking has been relocated. The police and health and safety are satisfied with the arrangements. In hindsight the parish council should have responded to the licence application sooner and better communication from the event organiser would	

		have helped allay concerns.	
20	OTHER ISSUES FOR THE ATTENTION OF DISTRICT WARD COUNCILLORS	There has been a marked increase in dirt bikes coming down the Fosseway very quickly. This issue to be flagged to highways. Cllr McCabe reported on the introduction of a new system for checking Section 106/CIL agreements. Testing and training to involved parish clerks. Clerk thanked BANES for their plans to introduce a new consultation system.	Clerk
21	DATE OF NEXT MEETING		
	Thursday 25 June 7.30 pm Dunkerton Parish Hall		

Appendix 1 – Payments for Approval**Dunkerton & Tunley Parish Council Payments for approval at meeting 26 May 2026****Payments to Ratify**

30 April	Bank Charge	Bank Admin Fee April	£7.00
30 April	Standing Order	Clerk Net Salary April	£666.76
5 May	Bank Transfer	Bus Campaign Banner	£28.89

Payments for Approval

None.