

# East Harptree Parish Council

Serving our community - Caring about our future

## Minutes of the Parish Council Meeting held on

**Tuesday 17<sup>th</sup> March 2026 at 7.30pm in The Theatre, East Harptree**

**Present:** Cllrs John Vinson (Chair), John Darvill, Alan Harper, Andrew Jones, Ed King and Chris Pope.

**Clerk:** Sarah-Jane Streatfeild-James

**Ward Councillor:** Simon McCombe

### Minutes - 2026/03

1. **Apologies for absence noted and accepted:** Cllr Richard Davis
2. **Declarations of interest:** none
3. **Public forum:** no members of the public present

**Report from Ward Councillor** – requested EHPC send a list of roads that need resurfacing.

A Certificate of Lawful Existing Use has been permitted for a log cabin in woodland in Back Lane, there is no recourse for this as the cabin was erected more than 10 years ago. Enforcement Case: 25/00264/UNDEV Parcel 5532, Land E of Buckley Cottage, East Harptree. Ward Councillor Combes advised that a Section 16 Notice has been issued to the landowners, this requests they send a letter of intention of their plans for the land to B&NES. A planning application will not be submitted this year because the necessary surveys must first be completed.

### 4. **Confirmation of the minutes of the previous meeting:**

That the minutes of the Parish Council meeting held on 17<sup>th</sup> February 2026 are a true and accurate record.

### 5. **Planning applications:** none

**To note: Enforcement Case:** 25/00264/UNDEV Parcel 5532, Land E of Buckley Cottage, East Harptree. *Please see above.*

### 6. **Formal motions requiring a decision:**

- i) More quotes for work on the clock tower are needed; Cllr Darvill will coordinate with the Clerk and clock watcher to arrange access and gather quotes.

Signed by..... Date.....

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- ii) Annual Village Meeting on Tuesday 19<sup>th</sup> May, 5-7pm, agreed Clerk to advertise the Annual Village Meeting to residents, to ask if previous community group speakers would like the opportunity to provide updates. If any residents are interested in taking HNS matters forward, the village meeting may be a good opportunity for them to test support for their ideas. An update on renewable energy opportunities for residents may be another possible topic.

**7. Finance:**

- i) To note standing orders:  
     SJ Streatfeild-James - clerks salary (February)  
     Paul Sperring - sweepers salary (February)

- ii) Agreed the following payments -

Date	Item	Payee	Net	VAT	Total
18.03.26	Clerk expenses – HWA	SJ Streatfeild-James	£12.00		£12.00
	Printing		£2.60	£0.65	£3.25
	Canva		£3.61	£0.72	£4.33
	Microsoft Office				£27.00
18.03.26	Salaries + PAYE & NI Clerk & Sweeper (month 11, Feb-March)	HMRC & employees			£952.20
18.03.26	Salaries, PAYE & NI Clerk & Sweeper (month 12, March-April)	HMRC & employees			£952.20
18.03.26	Annual Data Protection Fee	Information Commissioners' Office			£47.00 (DD)

**8. Matters of report:**

- i) A large sinkhole developed on the verge on Smithams Hill, it was reported to B&NES via Fixmystreet on 14<sup>th</sup> Oct, it has been filled in but immediately washed out again. B&NES notified and awaiting further repairs.
- ii) Nominations are requested for the years Chelwood Bridge Rotary Club Awards, the deadline is August. Advised that groups can't be nominated, to promote to residents for nominations.
- iii) The new website and email provision has been developed by Parish Online, and is now available. EHPC will move to new emails as quickly as possible given issues with current provider. Clerk will move additional website information across, and liaise with the hall committee to move the hall booking app etc. To request Parish Online migrate emails from current provider.
- iv) Our village sweeper is returning to work, thank you to everyone that has helped keep the village tidy in his absence. Thank you to those who pick up litter regularly on their walks, it is much appreciated.

Signed by..... Date.....

**9. Correspondence received:**

- i) Email from resident about planning consent recently given to a cabin in woods, please see above.
- ii) Email from resident concerning large vehicle restriction for Middle Street, clerk to reply.

Meeting ended 8.09pm

Next meeting **Tuesday 28th April 2026** at 7.30pm in The Theatre, East Harptree

Annual Village Meeting **Tuesday 19<sup>th</sup> May 2026** at 5-7pm in The Theatre, East Harptree

Signed by..... Date.....

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