



Weston-in-Gordano Parish Council,
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3rd January 2026

Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 unless excluded by the Parish Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the commencement of the meeting given over specifically for that purpose.

To: The Chairman and all members of Weston-in-Gordano Parish Council.

You are summoned to attend a meeting of Weston-in-Gordano Parish Council, to be held at Weston-in-Gordano Village Hall on Thursday 8th of January 2026 at 7pm, when the following business will be transacted.

Liz Shayler

Locum Clerk

Before the meeting begins there will be a public participation session – *This session is open to the Public to present comments, observations, information, petitions or lead deputations and is the only time members of the public may participate. (Please note that the Council is unable to make formal decisions under this item).*

- i) Members of the public.
- ii) Ward Councillor's report.

A G E N D A

1. To receive apologies for absence.
2. To receive members' declarations of interest on any agenda item.
3. To approve as a correct record the minutes of the Parish Council Meeting held on the 4th of December 2025 (pages 1 – 5).
4. To note the training and events available and agree any attendance (page 6).
 - i) ALCA events and training from £30 each [Upcoming-events](#)
 - ii) ALCA e-learning on nimble £14 each [E-Learning Courses ALCA](#)
 - iii) Breakthrough communications training £30 [Communications Courses ALCA](#)
 - iv) Various Scribe finance training (this is our accounting package) Free [Scribe Training](#)
 - v) Various ALCA supported finance training £30 [Finance Training ALCA](#)
 - vi) Various NALC training from £32.68 www.nalc.gov.uk/nalc-events
5. To receive the Officer report/Exchange of information: Please note that the Council is unable to make any formal decision under this item (page 6).
 - i) New website
 - ii) New Unity Bank Account
 - iii) Community Infrastructure Levy update
 - iv) Streetlighting update
 - v) Highways update
6. To agree the insurance premium of £444.55 for the 2nd year of the three year agreement with AJG Insurance (page 7).
7. To discuss exploring the installation of a Parish Council post box in the phone box outside the White Hart (page 7).

8. To discuss the historic paperwork and decide what should be destroyed, archived at the Archives Centre in Taunton, kept within current parish documents (page 7 - 9).
9. To approve the following documents (pages 9 – 38)
 - i) Appraisal Policy (pages 11 - 15)
 - ii) Complaints Procedure (pages 16 & 17)
 - iii) Scheme of Delegation (pages 18 & 19)
 - iv) Dignity at Work / Antibullying & Harassment Policy (pages 20 - 22)
 - v) Disciplinary Procedure inc. Hearing Procedure (pages 23 - 29)
 - vi) Equal Opportunities Policy (page 30)
 - vii) Expenses – Travel & Subsistence Policy (pages 31 – 33)
 - viii) Grievance Policy (pages 34 - 36)
 - ix) Homeworking & Lone Working Policy (pages 37 & 38)
 - x) Sickness Policy (pages 39 & 40)
10. To authorise bills for payment for January (page 41).
11. To note the Parish Council's end of Novembers, net budget, bank balance and bank reconciliation (pages 42 – 44)
12. To discuss and agree the 2026/27 budget and precept request (page 45).
13. To note the following North Somerset planning decisions.
 - i) **25/P/1863/CQA Barn South of Clevedon Road Weston-in Gordano.**
Prior approval for the conversion of an agricultural barn to 1no dwelling with operational development including replacement roof covering, replacement and new windows and doors. **Prior approval - required and grant**
 - ii) **25/P/2441/ELE Old Pound House Clevedon Road Weston-in-Gordano BS20 8PZ.**
Notification of National Grid intention under the Electricity Act 1989 (Overhead Lines Exemption 2009) to refurbish pole mounted transformer on pole no. 18N8, including the replacement of existing 50kVa transformer with a 100kVa transformer. The existing 11.5m medium pole will be replaced with a 11.5m stout pole. **PN (Electricity) No objections**
14. Date of next meeting – Thursday 12th February 2026.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, race, gender, gender reassignment, sexual orientation, marital status, religion & belief, pregnancy & maternity and disability) Crime and Disorder, Health & Safety and Human Rights.