

## WEST CREWKERNE PARISH COUNCIL

Incorporating Clapton, Hewish, Woolminstone, Roundham & Henley Manor

### Minutes of the Ordinary Council Meeting held 27th March 2025

**Present:** Cllrs J. Borland, C. Broom, and J. Holt.

Also in attendance was Somerset Councillor Steve Ashton and Clerk to the Council R. Richards

#### **290 Members to receive apologies for absence and to approve the reasons given**

Apologies were received from Cllr Archer and the reason given approved.

#### **291 To receive any Declarations of Interest (pecuniary or non-statutory Interests) – None Received**

#### **292 Open Forum including Somerset Councillors Reports**

*Members of the public can ask questions of, raise concerns, or make comments regarding the Parish Council. A speaker in the Open Forum may only represent his, her or their own point of view and shall not speak for more than 3 minutes. Issues raised may be referred to the Clerk to respond to within 10 working days or listed on a subsequent agenda.*

#### **293 Approve the Minutes of the Ordinary Council Meeting held in January 2025**

**Resolved:** Members approved the Minutes of the meeting held on 25th January 2025

**Proposed:** Cllr Broom **Seconded:** Cllr Holt **Vote:** 3-0-0

#### **294 Outstanding Items Update**

- a) Update on the SRA Grant process – After consideration it was agreed not to apply for a grant
- b) Update on the ditch at Coppersfield bungalow – This has now been cleared by the person who rents the field where the ditch is located
- c) This has now been cleared by the residents

#### **295 Planning Matters**

*West Crewkerne Parish Council is a Statutory Consultee for Planning Applications and as such does not make the final decision on any application. Any decisions and comments made by the Parish Council will be reported to the Planning Officer. Somerset Council is the Planning Authority and will issue the final decision notice.*

- a) Members to resolve Applications received:
  - Application Reference: 25/00593/LBC – Applicant: Ms Isabella de Sabata  
Location: Middle Manor Henley Manor Henley Crewkerne TA18 8PQ  
Proposal: Re-open a previously blocked opening between the Kitchen & Dining room. Form steps down into Dining room.  
Observations required by: 4th April 2025

**Resolved:** Members resolved to support the application **Proposed:** Cllr Borland **Seconded:** Cllr Broom **Vote:** 3-0-0

- b) Applications Decisions received:  
Application 24/02171/FUL Higher Bridge Farm Axe Road Drimpton - Permitted with Conditions
- c) Applications Awaiting Decision: 24/03010/FUL Land Adj to Crewkerne Straight Crewkerne TA18 8RJ

#### **296 Finance**

Proposals:

- a) Members to note the March schedule of payments and approve the previous two months bank reconciliations

**Resolved:** Members noted the schedule of payment and approved the bank reconciliations for January and February **Proposed:** Cllr Borland **Seconded:** Cllr Broom **Vote:** 3-0-0

- b) Members to accept the 2025/26 quote from Zurich Insurance

**Resolved:** Members reviewed and accepted the quote from Zurich Insurance

**Proposed:** Cllr Broom **Seconded:** Cllr Holt **Vote:** 3-0-0

### **297 Document Review**

Proposal: Members to review and adopt the following policies:

- a) Financial Regulations – Updated to NALC’s Model Document issued May 2024
- b) Standing Orders – No change
- c) Recording Decisions made by Officers - No change

**Resolved:** Members reviewed and adopted all 3 policies **Proposed:** Cllr Borland **Seconded:** Cllr Broom **Vote:** 3-0-0

### **298 Report from the Joint Burial Committee – See Appendix 1**

### **299 Highways Matters and Flooding Issues**

Cllr Holt reported that complaints had been received about the state of the surface part of the Cathole Bridge Road and the ditch that is always full with water. **Action:** Clerk to approach Highways regarding resurfacing and Chair to speak to landowner re ditch clearing. Clerk to once again contact LN at Highways regarding drain and gully clearing from Hewish Crossroads to Clapton Farm and the section along Cathole Bridge Road near the Wydale factory which regularly floods.

### **300 Public Rights of Way – Nothing to report**

### **301 Members to decide on Anti-virus, anti-spyware and firewall Software**

It was agreed that the Clerk would instal Norton on the Council’s laptop

### **302 Crewkerne and Ilminster LCN Local Plan mini workshop** Cllr Ashton reported on the meeting

### **303 Clerk’s Report and Correspondence**

- Complex details of the SRA Grant criteria discussed with Cllr Borland
- WCPC’s response to planning application 24/03010/FUL submitted to Somerset Council Planning
- Two speed indicator devices ordered and have been received
- Steve Ashton asked if he knew anyone who could fit the posts for the SIDs
- Eyelid Productions and Stable Designs both contacted in regards to quoting for a new website
- Ryan Evis Grounds Maintenance contacted regarding providing a quote for posts for SIDs
- Elan City contacted re specifications for posts
- Chased Kier re drain and gully clearing. They are currently working on costings.
- Approached Kier re posts for SIDs. They can assist so I have requested a quote.

### **Confidential Items**

*Proposal: Under Standing Orders 3d and 10xi the Parish Council resolves that in view of the confidential nature of the business to be transacted (legal, personal, or commercial), the press and public be excluded and they are instructed to withdraw.*

### **304 Members to decide on a quote for the posts to be used for the purchased Speed Indicator Devices**

No quotes have been received. Clerk to contact Cosgrove Construction to see if they can help.

### **305 Members to decide whether to use online banking and the safeguards that will need to be used**

**Resolved:** A full discussion was held on how this can be set up safely. Further research to be undertaken before a decision is made.

### **306 Date of Next Meeting:** 22nd May 2025

Meeting Closed at 8.24pm