

WEST CREWKERNE PARISH COUNCIL

Incorporating Clapton, Hewish, Woolminstone, Roundham & Henley Manor

Minutes of the Ordinary Council Meeting held 24th July 2025

Present: Cllrs J. Borland, C. Broom, J. Archer, and J. Holt. Also in attendance was Clerk to the Council R. Richards

329 Members to receive apologies for absence and to approve the reasons given – All councillors in attendance

330 To receive any Declarations of Interest (pecuniary or non-statutory Interests) – None received

331 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.

332 Approve the Minutes of the Annual Council Meeting held 22nd May 2025

Resolved: Members approved the Minutes **Proposed:** Cllr Archer **Seconded:** Cllr Broom **Vote:** 4-0-0

333 Outstanding Items Update

- a) Update on the fitting of the posts for Speed Indicator Devices

Two posts have been erected in the wrong position. We are now waiting the third S171 application to be granted

- b) Update on the possibility of online banking

Resolved: Members approved setting up online banking **Proposed:** Cllr Borland **Seconded:** Cllr Archer **Vote:** 4-0-0

- c) Decision required for CIL Spending

Action: Clerk to send out spending criteria to all councillors ready for the September meeting.

334 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: 25/01271/FUL

Applicant: AH Warren

Location: Home Farm Roundham Crewkerne Somerset TA18 8RH

Proposal: The stopping up of an existing and the formation of a new vehicular access

Observations required by: 23rd June 2025

Resolved: In order to meet the deadline members had responded to the Clerk by email giving their reasons for objecting to the application

- Application Reference: 25/01656/LBC

Applicant: Mr & Mrs Andrew & Olga Eastwood

Location: The Granary Henley Manor Henley Crewkerne Somerset TA18 8PQ

Proposal: The proposal comprises the installation of a replacement screen on the north elevation within the existing structural opening, to include an openable door panel on the ground floor, and openable window panels at the first floor.

Observations required by: 7th August 2025

Resolved: Members resolved to support the planning application

Proposed: Cllr Borland **Seconded:** Cllr Archer **Vote:** 4-0-0

- b) Applications Decisions received: None

c) Applications Awaiting Decision: 24/03010/FUL Land Adj to Crewkerne Straight Crewkerne TA18 8RJ

335 Finance

Proposals:

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

Resolved: Members agreed the July payments and approved the bank reconciliations for May and June

Proposed: Cllr Holt **Seconded:** Cllr Broom **Vote:** 4-0-0

- b) Members to authorise the Clerk to become a bank signatory

Resolved: Members approved the Clerk becoming a bank signatory

Proposed: Cllr Borland **Seconded:** Cllr Archer **Vote:** 4-0-0

336 Document Review

Proposal: Members to review and adopt the following policies:

- a) Councillors Code of Conduct
- b) Complaints Procedure
- c) Training Policy

Resolved: Members reviewed and adopted all 3 policies **Proposed:** Cllr Archer **Seconded:** Cllr Broom **Vote:** 4-0-0

337 Report from the Joint Burial Committee – See Appendix 1

338 Highways Matters and Flooding Issues

Members discussed the fact that the drains from Hewish Crossroads to Clapton Farm still haven't been cleared even though Highways have advised that this has been done. The drains along Cathole Bridge Road are still also in need of cleaning. **Action:** Clerk to contact Highways for an update and Kier for a breakdown on their quote.

339 Public Rights of Way

Members to discuss the proposed diversion of public footpath CH 27/21.

Members approved the proposed diversion as this will improve safety for pedestrians crossing the railway line

340 Report on the Crewkerne and Ilminster LCN Meeting

Cllr Archer reported on the meeting which covered flooding and flood risk assessments. Although WCPC don't have their own risk assessment the parish is included in Crewkerne Town Council's risk assessment. Representatives from the SRA at the meeting explained the grants they have available.

341 Clerk's Report – The Clerk read a short report on the past two months activities

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.

342 Date of Next Meeting: 25th September 2025

Meeting Closed: 8.20pm

Approved by West Crewkerne Parish Council on: 25th September 2025 - Minute No: 346

Signed: Chairman

Appendix 1

Crewkerne and West Crewkerne Joint Burial Committee

At the meeting held on 3rd June 2025 in the Cemetery Chapel, Townsend Cemetery Councillor Julia Borland was elected as Chair for 2025/26 and Councillor Mike Best was elected Vice-Chair for 2025/26.

The Annual Cemetery walkaround by all members of the Joint Burial Committee took place at 6pm on 3rd June 2025.

The following actions were agreed

The sinking graves in both the old and new to be back filled with soil when available.

The Town Clerk to ask stone masons if there was a way to fix memorials to counteract future sinkage.

The Town Clerk to seek arborist input on trees #39 and #50, both look unhealthy.

Two dead trees are to be removed #2457 and the holly tree marked with a blue dot.

The Town Clerk is to speak to the contractor about the mowing patterns within the cemetery grounds.

The major immediate tree work within the cemetery was to fell T020 due to excessive internal decay.

Due to the location of this tree which is alongside the A30 clarification was to be sought as to whether traffic management would be required whilst this work was carried out.

This tree has now been felled, and did not require any traffic management.

The next meeting will be on 7th October 2025 at 6.45pm in the Council Chamber at the Town Hall in Crewkerne.

Councillor Julia Borland

Chair Joint Burial Committee.