



OLD CLEEVE PARISH COUNCIL NOTICE OF THE NEXT COUNCIL MEETING

13 August 2025

Members of Old Cleeve Parish Council, you are hereby summoned to a meeting to be held at 7.00pm on Monday 18 August 2025 at Church Rooms, Old Cleeve to transact the business on this agenda. If you are not able to attend, please advise the Clerk.

Andrea Johnson, Parish Clerk | clerk@oldcleeveparishcouncil.gov.uk

AGENDA

- 1. To note apologies for absence and approve reason, where appropriate**
- 2. Declarations of Interest/Dispensations** in respect of matters on the agenda at this meeting
- 3. Minutes:** to sign as a correct record the minutes of the meeting held on 21 July 2025
- 4. Matters arising from the meeting held on 21 July 2025:** to receive a verbal update from Cllr Johnson-Smith on discussions with the Parish Council's Bus Champion regarding the reduction in the bus services for Roadwater
- 5. Public Participation**
- 6. Fossil Collecting at Blue Anchor Beach:** To consider concerns raised by a resident regarding increased fossil collection activity, including potential commercial collecting, and to discuss possible actions to protect the geological heritage of the area.
- 7. Flooding:**
 - a. to note the letter sent by the Environment Agency to riparian owners and agree any actions
 - b. to note the recommendation of the Community Facilities Working Group on stock levels in the Parish flood and salt stores and agree any actions
- 8. Finance**
 - c. Bank Reconciliation: to note the statement on 31 July 2025 as approved by the Chair of the Finance Committee
 - d. To note expenditure against budget for the year to date
 - e. To resolve to make the payments shown on the schedule.
- 9. Planning:**
 - a. To agree a representative to attend the Parish Council Planning Update Event being held by Exmoor National Park Local Planning Authority on 16 September 2025 at Luxborough Village Hall from 6.30pm to 8pm
 - b. To agree a response to the following Planning Application(s)

Number	Location	Proposal
6/26/25/003	Roadwater Methodist Church	Proposed conversion of existing church into a single affordable residential unit (amended description).



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10. Highways:

- a. To review the proposed locations for Speed Indicator Devices (SIDs), confirm their compliance with Somerset Council's siting criteria, and resolve to submit the list to Somerset Council for formal assessment and approval.
- b. To consider whether to respond to Somerset Council's consultation on its Transport Policy and, if so, to agree:
 - i. the key points to be addressed in the response, and
 - ii. the process for collating councillors' input and submitting the final response on behalf of the Council.
- c. To consider and resolve to request Somerset Council to install rumble strips on the approach to Bilbrook as a traffic calming measure.
- d. To consider the following concerns and to determine whether any further actions by the Parish Council are appropriate.
 - i. a vehicle that has been parked on the roadside at Willow Grove for an extended period
 - ii. speeding between Dragons Cross and Blue Anchor
 - iii. overnight sleeping at Blue Anchor seafront

11. Policies: to review and adopt the Standing Orders

12. Puthill Copse and Bellevue Play Area – Site Survey

- a. To resolve to commission a RICS-accredited rural surveyor or land management consultant to carry out a condition survey of Puthill Copse and the Bellevue Play Area, including an assessment of vegetation, boundaries, access, and drainage, and to provide recommendations for clearance, habitat management or restoration, along with indicative costs.
- b. To delegate authority to the Clerk to obtain quotes for the work, and to the Clerk and Chair of the Finance Committee to review the quotes and appoint the preferred provider within an agreed budget.

13. Washford Recreation Ground:

- a. To **consider** applying to:
 - i. the National Lottery for grant funding towards the installation of a climbing track; and
 - ii. Sport England for funding to resurface the Multi-Use Games Area (MUGA) and to mark out Pickleball lines.
- b. To **resolve** to delegate authority to the Clerk, in consultation with the Chair and the Chair of the Community Facilities Working Group, to progress and submit the applications on behalf of the Council, obtain any necessary quotations or supporting documentation, and take any further steps required to support the bids.



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14. Items for information only

Clerk's Report

BATCIC update (Cllr Smith)

Update from Bus Champion (Cllr Stabb)

CCTV – update and to confirm on track for September agenda (Cllrs Dutton, Short, Baker, Gannon and Scofield)

Parish Preparedness Survey – update and to confirm on track for October agenda (Cllr Gannon, De'Ath and Stabb)

Parish Plan - update and to confirm on track for October agenda (Cllrs Stabb, De'Ath , Gannon, Dutton and Scofield)

15. Items for future agendas

16. Confidential item: To resolve under the Public Bodies (Admission to Meetings) Act 1960, that the press and public be excluded from the meeting during consideration of the following item, on the grounds that publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted, namely a contractually and financially sensitive matter.

17. Payment Dispute: to consider the request for payment of an invoice and to agree the Council's position on the matter, noting the terms of the contract and possible options for resolution

Next meeting – 15 September 2025



OLD CLEEVE PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 21 JULY 2025 at 7PM AT ROADWATER VILLAGE HALL

Present: Cllr Stabb (Chairman), Cllr Smith, Cllr Eggar, Cllr Dutton, Cllr Baker (left after item 070/25), Cllr Scofield, Cllr Gannon, Cllr Johnson-Smith (from item 06/25 to item 087/25), Cllr De’Ath, Cllr Cridland, Cllr Gaskin, Cllr Strom and Cllr Short.

In attendance: Andrea Johnson (Clerk), Dr Paul Elliston (Somerset Rivers Authority) and 3 members of the public

Absent:

Prior to the commencement of the meeting, a minute’s silence was observed for reflection and remembrance of those affected by the recent school bus incident in Minehead.

Minute

061/25 Co-option of Councillor(s)

Mrs Laura Short and Ms Cara Strom had both submitted expressions of interest. They were each invited by the Chairman to speak, following which it was unanimously **resolved** that the vacancy in the Washford ward should be filled by Mrs Short and the vacancy in the Old Cleeve ward should be filled by Ms Strom. Both made their Declaration of Acceptance of Office and took their seats on the Council.

Action: Clerk to forward the Register of Interests form to Somerset Council arrange email addresses and training.

062/25 Apologies for Absence

Apologies had been received from Cllr Johnson-Smith, who joined the meeting during this item.

063/25 Declarations of Interest

Cllr Smith declared an interest in item 078/25 as a Director of Blus Anchor Toilets Community Interest Company. Cllr Dutton declared that a close family member worked at Torre Cider Farm and Cllr Gaskin declared that his property neighboured The Stables Cottage, Rodhuish.

064/25 Minutes of the meeting on 16 June 2025

It was unanimously **resolved** by those Councillors present at the meeting on 16 June 2025 that the Chair should sign the minutes as a correct record.

Proposed: Cllr Eggar **Seconded:** Cllr Gaskin

Action: Chair to sign the minutes and Clerk to add to website.

065/25 Matters Arising from the meeting on 16 June 2025 – Bus Champion

Cllr Stabb had met with Mr. Philip Bramall, who had expressed interest in becoming the Bus Champion for the Parish Council. Cllr Stabb was impressed with his knowledge, passion and enthusiasm. It was unanimously **resolved** to appoint him as Bus Champion.

Proposed: Cllr Stabb **Seconded:** Cllr Gaskin

Action: Clerk to advise Mr. Bramall and Somerset Bus Partnership



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ROADWATER VILLAGE HALL

Minute

066/25 **Matters Arising – 20mph Washford**

As agreed at the previous meeting, Cllr De’Ath had met with the Headmistress of Old Cleeve School in relation to the proposal to introduce a 20mph speed limit in Washford (excluding the A39). The Headmistress was very supportive of the proposal and indicated that funding might be available to contribute towards the £5,000 cost. It was unanimously **resolved** to request the adoption of a 20mph limit in Washford, including on the A39.

Proposed: Cllr De’Ath **Seconded:** Cllr Cridland

Action: Finance Committee to consider a virement from general reserves to a budget line to cover the costs. Clerk to advise the Highways Authority.

067/25 **CCTV at Washford Recreation Ground**

Following the recent incidences of vandalism, it was **unanimously resolved** to appoint Cllrs Dutton, Short, Baker, Gannon and Scofield to investigate the possibility of installing CCTV at Washford Recreation Ground and to report back to the September meeting.

Action: Clerk to add to September agenda.

068/25 **Use of Washford Recreation Ground**

It was noted that Old Cleeve Primary School uses the Recreation Ground for sports lessons during term time and for its annual Sports Day event. This arrangement has been informal, with no written agreement, event management plan, or exchange of risk assessments or insurance documentation. In light of the recent fire incident affecting the Recreation Ground, it was **unanimously resolved** that the arrangement should be formalised to clarify responsibilities and reduce liability risks for the Council.

Action: Clerk to write to Old Cleeve School to request appropriate documentation. Clerk to prepare a draft agreement to formalise the arrangement for consideration by the Council

069/25 **Fire risk assessment at Washford Recreation Ground**

It was **unanimously resolved** to adopt the fire risk assessment.

Proposed: Cllr Stabb **Seconded:** Cllr Dutton

Action: Clerk to ensure mitigating actions identified in the assessment are in place.

070/25 **Tree inspection at Washford Recreation Ground**

It was **unanimously resolved** to commission a professional tree survey and to delegate authority to the Finance Committee and the Clerk to review the quotes and appoint a qualified contractor.

Action: Clerk to obtain quotes and liaise with the Chair of the Finance Committee to arrange the survey.



OLD CLEEVE PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 21 JULY 2025 at 7PM AT
ROADWATER VILLAGE HALL

Minute

071/25 Public participation

A member of the public spoke about the letter received from the Environment Agency advising that they intended to cease conveyancing maintenance on the Washford River and Traphole Stream, and the attendant concerns that this might have a serious impact on future flooding. It was agreed to place the matter on the agenda for the August meeting.

Action: Clerk to add to the August agenda.

A director of Blue Anchor Toilets Community Interest Company asked that in the future the Parish Council discuss succession planning for the toilets.

072/25 Telemetry project

Dr Paul Elliston, Community Engagement Officer (Flooding) at Somerset Rivers Authority referred to the earlier discussion about the letter received from the Environment Agency. He clarified that the Environment Agency’s powers under section 165 of the Water Resources Act 1991 are permissive, not mandatory. This means that while the Agency may choose to carry out maintenance works on rivers such as the Washford River, it is not legally obliged to do so.

Dr Ellison then spoke about the Telemetry project. He explained that Roadwater is not covered by the Environment Agency flood warning system and explained how the telemetry unit would work. He explained the implications for communities, specifically the responsibility to have an effective Community Emergency Plan and to clear vegetation from around the unit. There is also a need to have community volunteers to receive the alerts and trigger the plan.

Somerset Rivers Authority is committed to meeting the cost of the project up until the end of March 2026. This may be extended for a further 12 months. If not, the ongoing costs are £4 per month for the Sim card, together with £500 per year per gauge for the Community Flood Hub.

It was noted that Roadwater currently has 3 gauges, and the question was raised as to who currently maintains these. It was unanimously **resolved** to ask Somerset Rivers Authority to investigate a further gauge on the bridge in Roadwater.

Proposed: Cllr Eggar **Seconded:** Cllr Gannon.

Action: Clerk to liaise with SRA. Clerk also to understand who maintains the current gauges and to review the current Emergency Plan.

073/25 The Parish Preparedness Survey

The Parish Preparedness Survey was discussed, and it was unanimously **resolved** that a working group of councillors led by Cllr Gannon and including councillors Stabb and De’Ath should be established to report back to the October meeting. Other councillors were asked to consider whether they could provide any input.

Action: Clerk to add to the October agenda.



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074/25 **Torre Cider Farm, Old Cleeve**

Application WK/000054845 to vary the premises licence at Torre Cider Farm was discussed. It was unanimously **resolved** not to object to the application.

Action: Clerk to submit the response to the Licensing Authority.

075/25 **Little Stamborough, Roadwater**

Applications 6/26/25/006 and 6/26/25/007LB for consent to for the proposed internal and external alterations, as an alternative to approved application 6/26/17/104 & 6/26/17/105LB was discussed.

It was **unanimously resolved** not to object to the application.

Action: Clerk to submit the comments to the Planning Authority.

076/25 **The Stables Cottage, Rodhuish**

Application 6/26/25/008 for the proposed erection of a single storey extension, together with installation of solar panels was discussed. It was noted that a precedent had already been set for solar panels and the proposal was well thought out. It was unanimously **resolved**, to support the application.

Proposed: Cllr Eggar **Seconded:** Cllr Cridland.

Action: Clerk to submit the response to the Planning Authority.

077/25 **Finance Committee**

The draft minutes from the Finance Committee meeting on 16 July 2025 were noted. It was noted that consideration of the grant application from Roadwater Cricket Club had been deferred.

078/25 **Blue Anchor Toilets Community Interest Company (BATCIC).**

Cllr Smith left the room. The recommendations of the Finance Committee in relation to the grant application was discussed. It was noted that the Finance Committee agreed that BATCIC should be supported but had struggled to agree the appropriate amount. The Finance Committee recommended that the Parish Council award £1500 now, and £1500 by the end of September under the power afforded by s87 Public Health Act 1936. Further awards would be considered when the Finance Committee met again in October, at which time it was anticipated that actual figures for the year ended 31 March 2025 and for the first 6 months of the current financial year would be available. The Finance Committee also wished to see evidence of concerted fund raising efforts, rather than reliance on the Parish Council. It was **resolved**, with Cllr Smith abstaining, to accept the recommendations of the Finance Committee.

Proposed: Cllr Dutton **Seconded:** Cllr Gannon.

Action: Clerk to arrange payment.



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ROADWATER VILLAGE HALL

Minute

079/25 Old Cleeve Community Orchard

Cllr Smith rejoined the meeting. It was unanimously **resolved** to accept the recommendation of the Finance Committee to make a donation of £610 towards the insurance costs and the costs of cutting the grass, under the power afforded to the Parish Council under s9 and 10 of the Open Spaces Act 1906.

Proposed: Cllr Dutton **Seconded:** Cllr Gannon.

Action: Clerk to arrange payment.

080/25 Local Government

No Somerset Councillors were present to report. It was unanimously **resolved** that Cllr De'Ath would attend the next meeting of the LCN Highways sub-group.

081/25 Noticeboards

It was noted that whilst Washford Memorial Hall is happy for the current noticeboard to be replaced, they do not wish to have two noticeboards outside the hall. It had been suggested (subject to approval by the Hall Committee) that a lockable noticeboard could be purchased, with both the Parish Council and the Hall holding a key. However, this defeated the purpose of the Parish Council having a discrete noticeboard for displaying statutory notices, without the risk of them being removed or covered by other notices. As the noticeboard at the Post Office had now been replaced, it was decided that there was no need for a further noticeboard on the Village Hall.

Action: Clerk to advise Washford Memorial Hall

082/25 Parish Plan and the S106 priority list

It was unanimously **resolved** that Cllrs Stabb, De'Ath and Scofield, supported by the Clerk, should review the Council's current priorities as set out in the Parish Plan and the S106 priority list and bring an updated draft to the October meeting.

Action: Clerk to add to the October agenda.

083/25 Committees

It was **unanimously resolved** to accept the draft terms of reference for the Environment Committee and to appoint Cllrs Scofield, Gaskin, Gannon, Strom and Cridland to the Committee.

Proposed: Cllr Gaskin **Seconded:** Cllr Scofield

Action: Clerk to update the website and to arrange the first meeting.

It was **unanimously resolved** to appoint Cllr Scofield, to the vacant position on the Personnel Committee.

Proposed: Cllr Stabb **Seconded:** Cllr De'Ath

Action: Clerk to update the website



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Minute

084/25

Highways licences

Somerset Council has advised that parish councils need to apply for a licence to carry out works on or near the highway. To obtain the licence the individual carrying out the work must undergo appropriate training. This includes any litter picking activity carried out near the highway. It was unanimously **resolved** to apply for a licence for the grounds maintenance work and the tasks connected with the SID and to consider the need for training for those undertaking litter picking.

Action: Clerk to arrange the licence and the training.

085/25

Mature Drivers Event

Cllr Smith left the room during this discussion.

Action: Clerk to ascertain further details of the requirements.

086/25

Speed Indicator Device

It was noted that the current locations for the Speed Indicator device are predominantly in Old Cleeve and it was **unanimously resolved** that Roadwater and Washford councillors should meet to identify new locations and bring a proposal to the August meeting. Cllr Smith returned to the room during this discussion.

Action: Clerk to circulate the criteria for new locations and add to the August agenda.

087/25

Bus service in Roadwater

Cllr Johnson-Smith explained that there has been a reduction in the frequency of the bus services from Roadwater. It was agreed that Cllr Johnson-Smith should liaise with the Bus Champion and report back to the August meeting.

Action: Cllr Johnson-Smith to liaise with the Bus Champion and Clerk to add to August agenda.

088/25

Bank Reconciliation Statement and Expenditure against budget

The bank reconciliation statement at 30 June 2025 had been reviewed and approved by the Chair of the Finance Committee. Expenditure against budget was noted; there were no exceptional items to report.

089/25

Payments made since the previous meeting

The following payments were verified as in line with the Council’s contractual obligations and the powers granted to the Parish Council

Payee	Description	Amount£
A Johnson	Salary & Homeworking allowance June	696.25
Peninsula Pensions	Pension Contributions	187.20
ICO	Data Protection Fee	47.00
Noticeboard Company	Noticeboard - Washford Post Office	456.00
TSSC	Collapsible road signs	189.35
Clear Councils	Insurance	796.31
Defib Store	Defibrillator Cabinet – Blue Anchor	526.80
Defib Store	Defibrillator Cabinet – Roadwater	462.00
CPRE	Membership subscription	60.00



OLD CLEEVE PARISH COUNCIL

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Minute

090/25

Payments for authorisation

It was unanimously resolved to make the following payment under the powers granted to the Parish Council by S111 Local Government Act 1972, totalling £979.06.

Payee	Description	Amount£
Cloud Next	Domain Registration	60.00
Cloud Next	Email hosting	59.98
A Johnson	Mileage	7.20
A Johnson	121 Domain Registration	227.88
Playsafety Limited	Annual Inspections	192.00
Garden Care and Creation	June account	432.00

Proposed: Cllr Cridland **Seconded:** Cllr Gannon

Action: Clerk to arrange payments.

091/25

Matters For Information only or for future meetings

The Clerk’s Report was noted. The ROSPA Annual Inspection of Washford Recreation Ground found that the Multiplay Tower was rotten. In line with the Inspector’s recommendations, it will be removed. Various replacement solutions were being considered.

The following were requested to be added to the agenda for the August meeting:

- The poor state of the wall on the A39 at Washford
- Speeding between Dragons Cross and Blue Anchor
- Overnight sleeping on Blue Anchor seafront
- Stationary vehicle consistently parked on or near Willow Grove
- Parking on corner of Castle Mead.

092/25

There being no further business, the meeting was closed at 8.30pm.

Signed.....

Dated: 18 August 2025



Fossil Collecting at Blue Anchor Beach

Prepared by: Andrea Johnson, Clerk to the Parish Council

Date: 18 August 2025

Background:

1. A resident has contacted the Parish Council with concerns regarding an observed increase in large-scale fossil collecting at Blue Anchor Beach over the past two years. In particular, the resident noted individuals filling car boots with fossils, potentially for commercial purposes.
2. When the resident approached the individuals, she was verbally abused. Unfortunately, the resident is unable to attend the meeting to outline her concerns in person.
3. The resident also highlighted that Watchet has taken steps to promote responsible fossil collecting and discourage commercial-scale removal and suggested Old Cleeve Parish Council explore similar protective measures for Blue Anchor.

External Expertise

4. Following correspondence, Geckoella Ltd - a consultancy previously engaged by Watchet Town Council to address similar issues -has kindly agreed to attend this meeting to brief councillors on the approach taken in Watchet and whether similar strategies could be applied at Blue Anchor.

Matters for Consideration:

5. Councillors may wish to consider:
 - whether to pursue a local code of conduct for Blue Anchor, with supporting signage
 - Liaison with external bodies regarding existing protections and enforcement
 - Possible community engagement or education initiatives
 - Commissioning expert support to develop and implement protection measures.

Our ref: SSOM
Date: 11th July 2025

Dear Riparian Owner

Notice for withdrawing watercourse maintenance on your land

We are writing to you regarding the future maintenance of the Washford River and Traphole Stream..

As you will be aware, over recent years the Environment Agency has carried out conveyancing maintenance on the banks of the Washford River and Traphole Stream.

The maintenance carried out by the Environment Agency was under permissive statutory powers at its discretion (Section 165 of the Water Resources Act 1991) and subject to funding availability and flood risk priority. These powers are discretionary with no legal duty to exercise them.

Our funding for routine maintenance is limited and therefore is under regular review. We have had to prioritise maintenance subject to the funding and resources available to us to ensure that we continue to reduce the risk of flooding to the maximum possible number of people and properties. Following our review of this location, available funding, and flood risk priority, we will not be carrying out further conveyancing maintenance of this watercourse at this location.

This letter is to give you 6 months' notice from the date of this letter of our intention to stop carrying out maintenance of the Washford River and Traphole Stream..

As an owner of watercourse land, you are a Riparian owner and have responsibilities for the stretch of watercourse you own. Given this, you may wish to arrange for maintenance work to be carried out on your behalf. For help and advice on this please see information regarding riparian responsibilities and guidance for best practice maintenance on page 19 of Your Watercourse. In the **Your Watercourse : rights and roles** document at the bottom of the page on www.gov.uk/guidance/owning-a-watercourse website.

For any work in the channel or near a watercourse, we advise that you apply for the correct permission to do this work where required. More information can be found on page 34 of the **Your Watercourse : rights and roles document** www.gov.uk/permission-work-on-river-flood-sea-defence

Old Cleeve Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

9 August 2025 (2025-2026)

Administration & Technology

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
4	Homeworking allowance				312.00	104.00	208.00	208.00 (66%)
7	Insurance				1,000.00	796.31	203.69	203.69 (20%)
8	Member Subscriptions				700.00	89.40	610.60	610.60 (87%)
9	Election fees				100.00		100.00	100.00 (100%)
10	Audit fees				500.00	50.00	450.00	450.00 (90%)
11	Training				1,300.00	125.00	1,175.00	1,175.00 (90%)
14	Hall hire				600.00	154.00	446.00	446.00 (74%)
41	Expenses				250.00	61.10	188.90	188.90 (75%)
47	Defibrillator Consumables				850.00		850.00	850.00 (100%)
48	Bank service charge				100.00	24.00	76.00	76.00 (76%)
51	Personnel Costs				13,000.00	3,416.04	9,583.96	9,583.96 (73%)
52	Administration and Technology				1,500.00	376.89	1,123.11	1,123.11 (74%)
SUB TOTAL					20,212.00	5,196.74	15,015.26	15,015.26 (74%)

Assets: maintenance

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
18	Bus shelter cleaning and				2,000.00	175.00	1,825.00	1,825.00 (91%)
32	War Memorial				200.00		200.00	200.00 (100%)
35	Sand Stores and Sheds				100.00	70.81	29.19	29.19 (29%)
40	Grounds Maintenance and				3,500.00	1,375.00	2,125.00	2,125.00 (60%)
57	Emergency Blood Kits							(N/A)
58	Noticeboards					380.00	-380.00	-380.00 (N/A)
59	Speed Indicator Device					157.79	-157.79	-157.79 (N/A)
SUB TOTAL					5,800.00	2,158.60	3,641.40	3,641.40 (62%)

Capital funds

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
27	Washford Recreational				4,000.00	2,190.40	1,809.60	1,809.60 (45%)
28	Bus shelter replacement				300.00		300.00	300.00 (100%)
29	Reserves							(N/A)
33	Defibrillator				200.00	439.00	-239.00	-239.00 (-119%)
56	Puthills Copse							(N/A)
SUB TOTAL					4,500.00	2,629.40	1,870.60	1,870.60 (41%)

Old Cleeve Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

9 August 2025 (2025-2026)

Donations

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
25	Donations fund				4,000.00	995.00	3,005.00	3,005.00 (75%)
26	Blue Anchor Toilets				6,000.00	1,500.00	4,500.00	4,500.00 (75%)
SUB TOTAL					10,000.00	2,495.00	7,505.00	7,505.00 (75%)

Income

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
12	Precept	44,750.00	44,750.00					(0%)
30	Interest		633.94	633.94				633.94 (N/A)
34	VAT reclaim							(N/A)
SUB TOTAL		44,750.00	45,383.94	633.94				633.94 (1%)

Summary

NET TOTAL	44,750.00	45,383.94	633.94	40,512.00	12,479.74	28,032.26	28,666.20 (33%)
V.A.T.					1,058.17		
GROSS TOTAL		45,383.94			13,537.91		



OLD CLEEVE PARISH COUNCIL

Schedule of Payments

Payments made pursuant to contractual obligations or agreed in previous meetings and to be verified

Payee	Description	£	Power to pay
A Johnson	Salary & Homeworking allowance July	696.25	S111 Local Government Act 1972
Peninsula Pensions	Pension Contributions July	187.20	

Payments to be authorised 18 August 2025

Payee	Description	£	Power to pay
Garden Care & Creation	Grass cutting & removal of play tower	1728.00	S9 & 10 Open Spaces Act 1906 S164 Public Health Act 1875
Tyron Barrett	Bus shelter cleaning	250.00	S4 Local Government (Miscellaneous Provisions) Act 1953
Norfolk Parish Training & Support	New councillors training 3 councillors x 2 sessions	234.00	S111 Local Government Act 1972

Total payments to be authorised: £2212



OLD CLEEVE PARISH COUNCIL

STANDING ORDERS

Version	Date	Changes
01	11 March 2019	Reviewed and Adopted NALC version July 2018
02	20 January 2020	Reviewed and Adopted NALC version July 2018
03	15 March 2021	Reviewed and Adopted NALC version July 2018
04	21 February 2022	Reviewed and Adopted NALC version July 2018
05	16 January 2023	Reviewed and Adopted NALC version January 2023
06	18 August 2025	Reviewed and Adopted bespoke version

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Introduction

Standing orders are the written rules of Old Cleeve Parish Council (the council). They are not the same as the policies of the council but may refer to them.

Parish councils operate within a wide statutory framework. It is not possible for these standing orders to contain or reference all the statutory or legal requirements which apply to local councils. For example, it is not practical to document all our obligations under data protection legislation. Where these standing orders incorporate and reference the statutory requirements to which the council is subject, they are shown in **bold type**. However, the statutory requirements to which the is subject apply whether or not they are incorporated in these standing orders.

These standing orders do not include the financial procedures the council must follow. Those requirements are set out in our Financial Regulations.

These standing orders will be reviewed annually, or more frequently if required.

1. Meetings

1.1. Meetings

- a. **Meetings shall not take place in premises which, at the time of the meeting, are used for the supply of alcohol, unless no other premises are available free of charge or at a reasonable cost.**
- b. **The council must have an annual meeting in May, in an election year this meeting must take place on or within 14 days of councillors taking office.**
- c. **In an election year, if the current Chair has not been re-elected as a councillor, they shall still chair the first item at the annual council meeting. They do not have an original vote but must exercise their casting vote in the event of a tie.**
- d. **In addition, the council must meet on at least three other occasions during the year** and may hold further meetings as required.
- e. **If no other time is fixed, the annual meeting of the council shall take place at 6pm.**
- f. The council generally meets on the third Monday of every month at 7pm, the Clerk may call additional meetings as required including for the election of a new Chair as and when the role becomes vacant.
- g. Meeting dates for the following year are set at the Annual Meeting of the Council.
- h. **The Chair may convene, with three clear days' notice, an extraordinary meeting at any time. The public notice giving the date, time and place and the summons sent to councillors detailing the agenda for such a meeting shall be signed by the Chair.**
- i. **If the Chair does not call an extraordinary meeting of the council within seven days of having been requested in writing to do so by two councillors, any two councillors may convene such a meeting. The public notice giving the date, time and place and the summons sent to councillors detailing the agenda for such a meeting shall be signed by the two councillors.**

- j. **The quorum for a meeting shall be at least one third of the whole number of members of the council (rounded up) and no less than three.** The quorum for the council is five members.
- k. **If a meeting is or becomes inquorate no business shall be transacted,** and the meeting shall be closed. The business on the agenda for the meeting shall be adjourned to another meeting.
- l. **All decisions at a meeting shall be decided by a majority of councillors, and non-councillors with voting rights, present and voting.**
- m. **Voting shall be by a show of hands. A councillor may ask for the vote to be recorded so that how each councillor voted is recorded in the minutes,** this should be done immediately prior to the vote.
- n. A meeting shall not exceed a period of 2.5 hours.

1.2. Agendas (and Summons)

- a. **All items to be decided at a meeting must be detailed on the agenda.**
- b. **The date, time and place of a council meeting must be published at least three clear days before a meeting of the council (excluding the day of issue and meeting date, Sundays and bank holidays a day of the Christmas break, a day of the Easter break and days appointed for public thanksgiving or mourning).**
- c. **The date, time and place of a committee meeting must be published at least three clear days before a meeting of the committee (excluding the day of issue and meeting date, unless the meeting is convened at shorter notice).**
- d. **Publication must be in a conspicuous place in the parish (noticeboards) and, if the receipts and payments of the council are both under £25,000, on the council's website.**
- e. **The summons, to include the agenda, must be sent to councillors at least three clear days before a meeting of the council (excluding the day of issue and meeting date, Sundays and bank holidays and days appointed for public thanksgiving or mourning).**
- f. **The agenda/summons must be signed by the clerk and dated.**
- g. Notices and agendas can be sent electronically where councillors' consent, in line with The Local Government (Electronic Communications) (England) Order 2015.
- h. Items for inclusion on the agenda should be given in writing to the Clerk by a councillor by 5pm on the Monday preceding the meeting.
- i. The final say on the content of the agenda rests with the Clerk.
- j. The agenda and supporting papers shall not disclose or undermine confidential information or personal data without legal justification.
- k. The agenda should be sent to the Unitary councillor(s) representing the division in which Old Cleeve sits. This is an invitation to attend but as a member of the public.
- l. The agenda will detail the following in this order:
 - Receipt or approval of apologies for absence

- Receipt of declarations of interest and consideration of requests for dispensations
 - Confirmation of the accuracy of the minutes of last meeting and matters arising
 - Public participation
 - Other items for discussion such as planning matters; financial reports; progress of projects etc.
- m. **The agenda for the annual council meeting must include, as a first item, the election of Chair.** Further items may include:
- Election of Vice-Chair
 - Review of delegation arrangements to committees and officers
 - Review of the terms of reference for committees
 - Appointment of councillors to committees and working parties
 - Review of policies
 - Review of membership of external bodies
 - In the year of an ordinary election the re-adoption of the General Power of Competence, if appropriate
- n. The following items can be considered at a meeting even if they are not on the agenda:
- to appoint a councillor to chair the meeting (if Chair and Vice-Chair are not present)
 - to defer consideration of an item until a future meeting
 - to exclude the public from a meeting in respect of confidential or other information which is prejudicial to the public interest
 - to temporarily suspend the meeting
 - to suspend a particular standing order (unless contrary to legislation)
 - to adjourn the meeting
 - to close the meeting
- o. An agenda item, that would result in a reversal of a decision made within the last six months, shall not be included unless requested in writing by three councillors.

1.3. Apologies

- a. A councillor, if unable to attend a meeting, must give their apologies and the reason to the Clerk.
- b. **If a councillor fails throughout six consecutive months to attend any meetings of the council, or its committees or sub-committees of which they are a member they cease to be a councillor unless there is a 'statutory' reason for the absence such as military service, or failure to attend is approved by the council. The period begins with the last meeting attended.**

1.4. Debate

- a. Items on the agenda shall be considered in the order that they appear, but the order can be changed at the discretion of the Chair.
- b. No speech on any item shall be longer than five minutes.
- c. An amendment to an item must not negate the original item. It will be voted upon separately and before the original item.
- d. A councillor raising a point of order shall identify the standing order which they consider has been breached or specify the other irregularity in the proceedings of the meeting they are concerned by.
- e. A point of order shall be decided by the Chair of the meeting and their decision shall be final.
- f. Disturbance by any councillor or member of the public will be followed by a request from the Chair to desist. If ignored, any councillor or the Chair can move that the person be no longer heard or be excluded from the meeting. The motion, if seconded, shall be put to the vote without discussion.
- g. If the resolution is ignored, the Chair of the meeting may take further reasonable steps to restore order or to progress the meeting. This may include suspending or closing the meeting.

1.5. Press and Public

- a. When responding to the press on behalf of the council, officers and councillors must only report on agreed decisions or policies of the council.
- b. Members of the public (including Unitary councillors) have the right to attend all meetings of the council.
- c. Under the Public Bodies (Admissions to Meetings) Act 1960, members of the public can be required to leave if the council decides that the item is of a confidential nature for one of the following four reasons:
 - (i) engagement, terms of service, conduct and dismissal of employees
 - (ii) items of tenders and proposals and counter proposals in negotiation for contracts
 - (iii) preparation of cases in legal proceedings
 - (iv) the early stages of any dispute
- d. Public Participation time shall not exceed 15 minutes and no one person shall speak for more than 3 minutes, in both cases unless directed otherwise by the Chair.
- e. Members of the public may make representations, ask questions and give evidence at a meeting which they are entitled to attend. A question does not require an answer at the meeting, if required, the Chair will advise when an answer will be given
- f. A person who speaks at a meeting, shall direct their comments to the Chair of the meeting. The Chair shall direct the order of speaking.
- g. A member of the public may film, photograph or make an audio recording of the meeting. This does not allow for oral commentary which would be disruptive.
- h. **The press shall be provided with reasonable facilities for the taking of their report of all or part of a meeting at which they are entitled to be present.**

1.6. Minutes

- a. Minutes shall include:
 - the date, time and place of the meeting
 - the names of councillors and officers who are present
 - interests declared
 - dispensations granted
 - when a councillor arrives late, leaves early, or is absent for period of time
 - the public participation session
 - the decisions made
- b. The minutes of a meeting shall not disclose or otherwise undermine confidential information or personal data.
- c. If issued to councillor prior to the meeting, minutes shall be taken as read.
- d. The minutes of a meeting must be agreed at the same or next meeting of the council and signed by the person presiding at that meeting.
- e. Discussion on the minutes must relate to their accuracy and any amendment must be agreed by the council and signed by the councillor presiding.
- f. If the Chair of the meeting does not consider the minutes to be an accurate record of the meeting to which they relate, they shall sign the minutes and include a paragraph in the following terms or to the same effect:

“The Chair of this meeting does not believe that the minutes of the meeting of Old Cleeve Parish Council held on [insert date] in respect of (insert relevant item) were a correct record but their view was not upheld by the meeting and the minutes are confirmed as an accurate record of the proceedings.”
- g. **If the receipts and payments of the council are both under £25,000, the minutes, if necessary, in draft form, must be published on the council’s website within one calendar month of the meeting.**

2. Chair, Councillors and Clerk

2.1. Chair

- a. **The council must elect a Chair who must be a member of the council.**
- b. **The appointment of Chair must be an annual appointment.**
- c. **At the moment when the new Chair accepts office the previous Chair automatically retires.**
- d. **Following their election, the Chair must sign a declaration of acceptance of office unless the council, at that meeting, permits the declaration to be made at or before a later meeting. The declaration must be made in the presence of a member or the council's proper officer and delivered to the council.**
- e. **The person presiding at a meeting may vote and if there is an equality of votes, they may use their second or casting vote. If the item is the election of a Chair, then the casting vote, if it is necessary, must be used.**
- f. The casting vote does not have to be used in the same way as the original vote.
- g. **The Chair or in their absence the Vice-Chair (if any) must preside. If both are absent the council must appoint some other councillor to preside.**
- h. The decision of the Chair regarding any standing order at a meeting is final (with the exception of an order which supports a legal requirement).

2.2. Clerk and Responsible Financial Officer

- a. **Employees must have a Contract of Employment supported by a Job Description on or before the first day of employment.** The contract must include details of grievance and disciplinary procedures or make reference to separate documents.
- b. The council is an employer, and any matters relating to staff members must be treated confidentially and in accordance with employment law.
- c. A council may appoint a proper officer (Clerk) for the discharge of the council's functions, and any other staff as required.
- d. **Duties of the Clerk include to**
 - **convene meetings of the council for the election of a new council Chair, occasioned by a casual vacancy in that office;**
 - **facilitate inspection of the minute book by local government electors;**
 - **receive and retain copies of bylaws made by other authorities;**
 - **serve on councillors in a manner agreed by them, a signed summons confirming the time, place and the agenda of a council meeting;**
 - **provide in a conspicuous place a public notice of the time, place and agenda of a council meeting.**

- Respond to requests made under freedom of information legislation and rights exercisable under data protection legislation,
 - Receive and send general correspondence and notices on behalf of the Council except where there is a resolution to the contrary,
 - assist in the organisation of, storage of, access to, security of and destruction of information held by the Council in paper and electronic form subject to the requirements of data protection and freedom of information legislation and other legitimate requirements (e.g. the Limitation Act 1980),
 - arrange or manage the prompt authorisation, approval, and instruction regarding any payments to be made by the Council in accordance with its Financial Regulations,
 - respond to the local planning authority as resolved by the Council.
 - Manage access to information about the Council via the publication scheme.
- e. The Clerk may be given delegated authority to deal with matters, the detail may be included in their Job Description, a scheme of delegation or agreed at a meeting of the council (and minuted).
- f. The Clerk may have delegated authority to spend money in the event of an emergency and the detail of this is included in Financial Regulations.
- g. **A council must appoint a Responsible Financial Officer.**
- h. The personnel committee shall upon a resolution conduct a review of the performance and annual appraisal of the work of the Clerk. The reviews and appraisal shall be reported in writing to the Clerk and subject to approval by resolution by the personnel committee.
- i. Regarding the handling of grievance matters, the Clerk shall contact the Chair of the personnel committee in respect of an informal or formal grievance matter, and this matter shall be reported back and progressed by resolution of the personnel committee.
- j. Regarding the handling of grievance matters, if an informal or formal grievance matter raised by the Clerk relates to the Chair of the personnel committee, this shall be communicated to another member of the personnel committee, which shall be reported back and progressed by resolution of the personnel committee.
- k. Any persons responsible for all or part of the management of staff shall treat as confidential the written records of all meetings relating to their performance, capabilities, grievance or disciplinary matters.
- l. The council may appoint one or more of its councillors to be officers, but without remuneration. **A period of 12 months after leaving as a councillor, must elapse before payment can begin.**

2.3. Councillors

- a. No councillor (including the Chair) has the authority to issue instructions, or orders to any employee including the Clerk, or to act on behalf of the council.
- b. The council may delegate to a committee (see Committees, Sub-committees and Working Parties).

- c. **All councillors must complete their declaration of acceptance of office forms at or before the first meeting after they are elected or if they are co-opted before they take office, unless the council at that meeting permits the declaration to be made at or before a later meeting. The declaration must be made in the presence of a member or the council's proper officer and delivered to the council.**
- d. **All councillors must observe the Code of Conduct adopted by the Council, at all times whilst acting or perceived to be acting as a councillor.**
- e. **Code of Conduct complaints must be referred to the Unitary Council Monitoring Officer, their advice must be followed, and the complaint must not be investigated or considered by the council.**
- f. **All councillors must complete a Declaration of Interests Form within 28 days of taking office.**
- g. **Councillors are responsible for keeping their Declaration of Interest Form up to date and must complete a new form within 28 days of any changes.**
- h. A dispensation request should be sent to the clerk in writing, prior to the meeting starting.
- i. A dispensation will be decided by the council or the committee as appropriate.
- j. **If a dispensation is not granted, the councillor must not take part in the item and should consider leaving the room, returning to the meeting after the item has been concluded.**
- k. **A dispensation may be granted for the following reasons:**
 - i. **without the dispensation the number of persons prohibited from participating in the particular business would be so great a proportion of the meeting transacting the business as to impede the transaction of the business**
 - ii. **granting the dispensation is in the interests of persons living in the council's area or it is otherwise appropriate to grant a dispensation.**
- l. **A councillor who wishes to resign must send their written resignation to the Chair of the council. The Chair resigns to the council. The Chair should send a copy of their written resignation to the Clerk.**
- m. **Any vacancy arising must be advertised for a period of 14 days, if a poll is claimed by ten electors a by-election takes place. If no poll is claimed the council must fill the vacancy by co-option as soon as practicable. It is not bound to do this if the vacancy has less than six months to run.**
- n. **The decision to co-opt, along with all decisions, must be made by the majority of councillors present and voting.** Councillors should follow the process set out in the Council's Co-option Policy.
- o. Where more than one vacancy is to be filled by co-option, each vacancy should be considered separately.
- p. **Co-option must be considered at a meeting and is not a valid reason to exclude the public under the Public Bodies (Admission to Meetings) Act 1960.**

3. Committees and Working Parties

- a. **The council may appoint committees and delegate many of their functions to them. Some items cannot be delegated to a committee, for example: setting the budget and precept, considering an auditor's report or signing AGAR, borrowing money, adopting the general power of competence, adopting or revising the code of conduct.**
- b. **The council decides terms of reference for the committee**, including the number of meetings, membership, functions, budget (if any), how the Chair of the committee shall be appointed.
- c. **A committee will have an agenda, be open to the public, and have minutes.**
- d. The quorum of a committee should be no less than three.
- e. **Non-councillors can be appointed to committees, unless that committee regulates and controls the finances of the council. Non-councillors only get a vote if the function of the committee is the management of land, tourism functions or the management of a festival.**
- f. Non-councillors must abide by the council's Code of Conduct.
- g. A committee may delegate any of its functions to a sub-committee.
- h. Standing Orders of the council shall apply to all committees and sub committees.
- i. The council may appoint a working party. The council decides the brief of the working party. A working party cannot make decisions. A working party need not have agendas, does not have to meet in public and there is no requirement for minutes, however 'notes' of meetings should be kept.

4. Contracts and Procurement ¹

- a. **A public contract with an estimated value more than £30,000 (including VAT) but less than the published relevant thresholds referred to below, must comply with the Procurement Act 2023 and the Procurement Regulations 2024 unless the Council proposes to use an existing list of approved suppliers.**
- b. Subject to additional requirements in the Financial Regulations of the council, the tender process for contracts for the supply of goods, materials, services or the execution of works shall include, as a minimum, the following steps:
 - i. a specification for the goods, materials, services or the execution of works shall be drawn up; an invitation to tender shall be drawn up to confirm
 - (v) the council's specification,
 - (vi) the time, date and address for the submission of tenders,
 - (vii) the date of the council's written response to the tender and
 - (viii) the prohibition on prospective contractors contacting councillors or officers

¹ must be included in Standing Orders

to encourage or support their tender outside the prescribed process.

- ii. the invitation to tender shall be advertised in a local newspaper and in any other manner that is appropriate;
 - iii. tenders are to be submitted in writing in a sealed marked envelope addressed to the Proper Officer;
 - iv. tenders shall be opened by the Proper Officer in the presence of at least one councillor after the deadline for submission of tenders has passed;
 - v. tenders are to be reported to and considered by the appropriate meeting of the council or a committee or sub-committee with delegated responsibility.
 - vi. Neither the council, nor a committee or a sub-committee with delegated responsibility for considering tenders, is bound to accept the lowest value tender.
- c. **Where the value of a contract is likely to exceed the thresholds specified by the Cabinet Office from time to time, the Council must consider whether the Procurement Act 2023 or the Procurement Regulations 2024 apply to the contract and, if either of those Regulations apply, the Council must comply with procurement rules.**
- d. A legal deed, on behalf of the council, must be authorised by a decision of the council and signed by two councillors, with the Clerk witnessing the signatures.

5. Information Management

5.1. Data Protection

- a. **The council must ensure that a written record of its processing activities is maintained.**
- b. **The council must have a Data Protection Policy and procedures in place to respond to data protection enquiries, as well as a privacy statement and a record of any data protection breaches.**
- c. **The council shall have in place, and keep under review, technical and organisational measures to keep secure, information relating to personal data held in both hard copy and electronic format, held either by the clerk or by councillors on council or privately owned devices.**
- d. **The council must have in place a Data Retention and Destruction Policy for the retention and safe destruction of all information including personal information which it holds.**
- e. **Councillors, officers and contractors must have regard to the legislation when considering the processing, sharing or disclosing of personal information.**

5.2. Freedom of Information Act

- a. **The council must have a Freedom of Information publication scheme displayed on its website and respond to requests for information in line with the Freedom of Information Act 2000.**

5.3. Transparency Requirements

- a. **The council must publish information in accordance with the requirements of the Smaller Authorities (Transparency Requirements) (England) Regulations 2015 if the receipts and payments of the council are both under £25,000.**
- b. If the gross annual income or expenditure exceeds £200,000, the council shall publish information in accordance with the requirements of the Local Government (Transparency Requirements) (England) Regulations 2015.



Proposal to Apply for National Lottery Funding

Prepared by: Andrea Johnson, Clerk to the Parish Council

Date: 18 August 2025

1. Purpose of the Paper

To propose that Old Cleeve Parish Council applies to the National Lottery Community Fund under its Awards for All England scheme, seeking £14,000 to improving the facilities at Washford Recreation Ground through the installation of a new climbing track.

This application is also intended to address comments received from Somerset Council in relation to a separate application for Section 106 (S106) funds for additional play equipment. Somerset Council has expressed a preference for seeing a broader funding mix for the project and this Lottery bid is designed in part to meet that expectation.

2. Summary of the Awards for All England Fund

The National Lottery Awards for All England scheme offers grants from £300 to £20,000 to support community-led projects that aim to do one or more of the following:

- Bring people together and build strong relationships in and across communities;
- Improve the places and spaces that matter to communities;
- Help more people to reach their potential by supporting them at the earliest possible stage;
- Support people, communities, and organisations facing increased challenges due to the cost-of-living crisis.

3. Proposal

It is proposed that the Parish Council applies for funding to purchase and install a climbing track at Washford Recreation Ground designed to encourage physical activity, outdoor play, and community interaction. Features include gymnastics hoops, monkey bars, traversing nets, and climbing steps (see image in Appendix A).

The proposal responds to feedback from residents regarding the need for improved recreational facilities within the parish. Details of the proposed climbing track were shared on social media with over 70 respondents reacting favourably.

The project costs are as follows:



OLD CLEEVE PARISH COUNCIL

Supply of climbing apparatus	£7,250
Installation/fitting	£3,500
Safety surface	<u>£3,250</u>
Total	£14,000

6. Application Support

The proposed application is set out in Appendix B. This has been professionally prepared by Finding Fitness Ltd, a consultancy that specialises in applications to the National Lottery Community Fund. They have a proven success rate of approximately 90% for this type of funding.

There is no cost to the Parish Council for this service. Finding Fitness Ltd are reimbursed by Redlynch Leisure, the proposed supplier and installer of the climbing frame, should the funding bid be successful.

The proposal aligns closely with the National Lottery's funding priorities by:

- Bringing people together: Creating a local hub for families and young people to interact and build relationships;
- Improving places that matter: Enhancing a key public green space in Washford;
- Helping people reach their potential: Supporting children's social, physical and cognitive development;
- Addressing cost-of-living impacts: Providing a free, local, accessible recreational opportunity in an area with high levels of deprivation and limited public transport.

Additionally, this application demonstrates proactive efforts to diversify funding sources, in line with Somerset Council's feedback on S106 dependency.

8. Recommendation

That the Parish Council approves the proposal to apply for a £14,000 grant from the National Lottery Awards for All England fund and delegates authority to the Clerk to submit the application using the draft content provided.



Appendix A



Appendix B

What would you like to do?

Old Cleeve Parish Council represents 1,600 people who live in a few small villages / hamlets in West Somerset, including Washford. Our area is challenged, both economically and geographically. These challenges can have a negative impact on families, limiting opportunities for children to reach their potential.

59.4% of households in Washford are classed as deprived in at least one dimension, and a high proportion of working households have very limited disposable income. Often, families can't travel, or access paid recreational services outside the village.

Rural isolation compounds our deprivation. We have poor public transport connections, with only a limited bus service. Residents, including children and young people, face significant barriers to accessing wider facilities in nearby towns such as Minehead or Taunton. For low-income households without access to a private car, this contributes to social exclusion and a lack of safe, age-appropriate recreation facilities in which they can develop.

What our community needs is good local facilities, that can be accessed on foot and without charge. Sadly, this is lacking. Our local recreation ground in Washford has a lack of play equipment - it only has a set of swings and a set of goal posts. There's nothing to inspire and excite young people. Children therefore stay at home and are isolated for long periods, which leads to poor fitness levels, poor social skills and a severe lack of confidence.



OLD CLEEVE PARISH COUNCIL

To correct these issues, our community wishes to install climbing apparatus at the recreation ground. The equipment will be accessed by children of all ages and even adults. It will feature many dimensions, including gymnastics hoops, monkey bars, traversing nets and climbing steps. It will help to transform the recreation ground into a place where families want to be, helping children to develop and reach their potential.

How does your project meet our funding priorities?

Our community needs to come together to support each other, practically and emotionally. But a lack of places suitable for communal gatherings limits the opportunities for people to get to know each other. Our project promises to transform the recreation ground into a place where families want to be. Children will meet, parents will meet and families can create new friendships which have a positive impact on their lives.

The lack of a suitable local play facility is leading to children being inactive, having a lack of peer interaction, having poor mental health and being isolated. With the implementation of something exciting and beneficial, this will change. Children will get out more and improve physical skills and social skills, whilst becoming more creative, resilient and better at conflict resolution. These skills will enable them to perform better at school, have better employment opportunities and reach their potential.

How does your project involve your community?

Local feedback from parishioners, schools, and community groups repeatedly highlights the absence of inclusive outdoor recreation facilities as a key issue for residents. The consistent requests for improvements has led us to undertaking a survey to harvest the public opinion. Results of the survey showed that 70 respondents asked for improvements. This strong response told us that it was something we needed to do.

Residents have helped guide us in terms of telling us what equipment they'd like and where they'd like it. We've listened to and taken on their views. They will also help with the promotion of it, photographs of families using the new equipment will be shared among local Facebook groups, with the intention of advertising it and inspiring others to use it.

We feel that this project will be successful, largely because of the high level of community involvement and support. We'll gather residents' opinions once the new equipment has been in long enough for people to give it a good go. This will help us judge this project's effectiveness and give us an idea of how we can further help them in the coming years.



CLERK'S REPORT August 2025

1. Planning Applications – awaiting decision

3/26/24/009 Chapel Cleeve Manor, Cleeve Park, Old Cleeve
3/26/24/010 Land north of Huish Lane, Washford
APP/W3330/W/24/3353593 Chapel Cleeve Manor, Cleeve Park, Old Cleeve
3/26/25/001 Land to the West of The Old Post Office, Washford
APP/F9498/C/24/3357392 Orchard View, Rodhuish
3/26/25/002 The Coach House Old Cleeve
6/26/25/003 Roadwater Methodist Church, Roadwater
6/26/25/006 & 6/26/25/007LB Little Stamborough, Roadwater

2. Planning Applications - decided

Planning application 6/26/25/004 for the erection of a single storey side extension at Hunters Rest, Roadwater has been granted with conditions.

3. Playing Pitch Strategy, Built Sports Facilities Strategy and Open Space Assessment

Somerset Council is currently producing a new Playing Pitch Strategy, Built Sports Facilities Strategy and Open Space Assessment. These are intended to help to support provision of high-quality playing pitches, sports facilities and open space (including play areas) across the Council area, including spaces which are not in Council ownership.

Council officers will be out and about on-site at many playing pitches, built sports facilities and open/play spaces from August to October to carry out a non-technical visual assessment of facilities.

This will be followed by a 'provider and operator' survey for the Parish Council to complete in relation to playing pitches, sports facilities and open/play spaces managed and / or owned by the Parish Councils.

4. Correspondence from Parishioners

Subject matter	Action
Commercial Fossil hunting at Blue Anchor	Added to meeting agenda
Locating SID in Washford	Cllr De'Ath visited the parishioner and discussed possible locations (on agenda)
Speeding in Bilbrook	Cllr De'Ath visited the parishioner and discussed possible actions (on agenda).