



OLD CLEEVE PARISH COUNCIL NOTICE OF THE NEXT COUNCIL MEETING

16 October 2025

Members of Old Cleeve Parish Council, you are hereby summoned to a meeting to be held at 7.00pm on Monday 27 October 2025 at Roadwater Village Hall, Roadwater 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. **To sign as a correct record the minutes of the meeting held on 15 September 2025**
4. **Public Participation**
5. **Planning:**
 - a To **note** that an appeal has been made to the Secretary of State against Somerset Council's decision to refuse application 3/26/25/007 for a Lawful Development Certificate for Home Farm, Blue Anchor Road, Carhampton and **agree** whether to make any further response.
 - b To **agree** whether to respond to [Exmoor National Park Authority's Local Validation Checklist consultation](#), and, if so, to agree to provide comments to the Clerk by 3 November for submission.
 - c To **agree** a response to the following Planning Application(s)

Number	Location	Proposal
3/26/25/015	Monesi, Station Road, Washford	Conversion of detached double garage into annexe to include minor external alterations
3/26/25/012	Home Farm, Blue Anchor Road, Carhampton	Change of use of storage buildings into 1 No. holiday lets
3/26/25/013	Home Farm, Blue Anchor Road, Carhampton	Change of use of storage buildings into 3 No. holiday lets
3/26/25/011	Warren Bay Holiday Village, Cleeve Hill, Watchet	Variation of Condition No. 02 of application 3/26/05/030 to vary the wording of the condition to enable year-round use of the static caravans for holiday purposes

6. **Policies and plans:**
 - a To **review** and **agree** the following
 - The Parish Preparedness Survey
 - [The Co-Option Policy](#) (on website - no changes suggested)
 - [The Expenses Policy](#) (on website - no changes suggested)
 - b To **review** and **agree** the Parish Plan , decide the preferred methods for publishing and distributing it, and **authorise** any associated expenditure.

7. Washford Recreation Ground:

- a To **agree** whether to respond to Somerset Council's [Sports Pitch Operator](#) and/or [Provider](#) Survey and if so, to **agree** to provide comments to the Clerk for collation and submission by 2 November 2025.
- b To **note** the findings of the recent tree survey and cost of remedial work and **agree** to appoint the contractor to carry out the recommended work.



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8. Highways:

- a. To **note** the following and agree any actions:
 - The response of Somerset Council to the request for a pedestrian crossing in Washford
 - the update from Somerset Council regarding the B3191 closure (previously circulated)
- b. To **consider** whether to offer refreshments at the Mature Drivers Event on 12 November 2025 and **agree** any actions.

9. Finance

- a. Bank Reconciliation: to **receive** and **note** the statement on 30 September 2025 as approved by the Chair of the Finance Committee
- b. To **receive** and **note** expenditure against budget for the year to date
- c. To **resolve** to make the payments shown on the schedule.

10. Reports for information only – no decisions to be made

- a Clerk's Report
- a War Memorial: Preparations for Remembrance Sunday - Cllr De'Ath
- b 20 is Plenty - Cllr Scofield
- c Highways update including Speed Indicator Device - Cllrs De'Ath and Eggar
- d Roadwater Flood Store – Cllr Eggar
- e Exmoor National Park Local Planning Authority Parish Council Planning Event- Cllr Strom
- f New Councillor training - Cllrs Short, Strom and Cridland
- g West Somerset Flood Group Meeting – Cllrs Stabb and Strom
- h Washford Recreation Ground play equipment - Cllr De'Ath

11. Items for future agendas: Next meeting – 17 November 2025

- Additional cycle route and 20mph signs from Dragons Cross to Blue Anchor – Cllr Smith
- Draft budget and precept recommendations – Finance Committee

12. Exclusion of the Press and Public: To **resolve** that, under the provisions of the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded from the remainder of the meeting due to the confidential nature of the business to be transacted, namely consideration of staffing matters and quotations for professional services work.

13. To **agree** the recommendation of the Personnel Committee to increase the Clerk's contracted hours from 45 hours to 73 hours per month, with effect from 1 November 2025 and note the corresponding adjustment to salary and budget provision.

14. Puthills Copse:

- a To receive and consider a paper concerning the timing of the proposed purchase of Puthills Copse and agree any further steps.
- b Subject to the above, to **review** the quotes for an ecology survey of Puthills Copse and Belle Vue play area and **agree** appointment of a contractor.
- c Subject to the above: to **review** the quotes for a condition and risk survey of Puthills Copse and Belle Vue play area and **agree** appointment of a contractor.



OLD CLEEVE PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 15 SEPTEMBER 2025 at 7PM AT
CHURCH ROOMS OLD CLEEVE

- Present:** Cllr Stabb (Chairman), Cllr Smith, Cllr Dutton, Cllr Baker (during item 121/25), Cllr Johnson-Smith (during item 129/25), Cllr De’Ath, Cllr Cridland, Cllr Strom, Cllr Scofield and Cllr Gaskin and Cllr Short.
- In attendance:** Andrea Johnson (Clerk) and 2 members of the public
- Absent:** Cllrs Gannon and Eggar

Minute

119/25 Cllr Lawrence

The Parish Council noted with regret the resignation of Cllr Lawrence from Somerset Council. The Council resolved to write to her to record its sincere thanks for her dedicated service and valuable contributions to the community over the years.

Action: Chair to send letter of thanks.

120/25 Apologies for Absence

Apologies for absence were received from Cllrs Gannon and Eggar.

121/25 Declarations of Interest

There were no declarations of interest.

122/25 Minutes of the meeting on 18 August 2025

It was resolved that the Chair should sign the minutes as a correct record.

Proposed: Cllr Baker **Seconded:** Cllr Cridland

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

123/25 Public participation

A member of the public expressed concern about the impact of the decision by the Environment Agency to reduce the maintenance of the Washford River.

124/25 Environment Agency – River Maintenance

Councillors noted their disappointment with the response received from the Environment Agency concerning the reduction in river maintenance.

The Office of Rachel Gilmour MP had requested a briefing, contact had been made with her researcher, but nothing further had been heard. Ashley Fox MP (Bridgwater) had raised questions in the House of Commons and had been promised a response.

The issue was also the subject of the West Somerset Flood Group meeting on 17 September. Cllr Gannon usually attended on behalf of the Parish Council but was away. In the circumstances it was agreed that Cllr Stabb would attend, alongside other councillors if possible.



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- 125/25 **Complaints Committee**
It was resolved that the Parish Council convenes its Complaints Committee to consider the complaint received concerning the pre-application consultation process, in accordance with the Council's adopted Complaints Policy.
Proposed: Cllr Strom **Seconded:** Cllr Dutton
Action: Clerk to convene a meeting of the Complaints Committee
- 126/25 **Hill House, Brendon Hill**
It was resolved to support application 6/26/25/009 there being no material planning reason not to do so.
Proposed: Cllr De'Ath **Seconded:** Cllr Strom
Action: Clerk to submit the response to the Planning Authority
- 127/25 **Lower Sminhays Farm**
It was resolved to support application 6/35/25/005 there being no material planning reason not to do so.
Proposed: Cllr Baker **Seconded:** Cllr Short
Action: Clerk to submit the response to the Planning Authority
- 128/25 **Washford Recreation Ground**
The letter received from the trustees of the Recreation Ground Charity was noted. It was resolved to apply to re-register Washford Recreation Ground with HM Land Registry in the name of Old Cleeve Parish Council as Sole Trustee of the Washford Recreation Ground Charity.
Proposed: Cllr Baker **Seconded:** Cllr Short
Action: Clerk to obtain legal quotes
- 129/25 **CCTV at Washford Recreation Ground**
Cllr Dutton outlined the options available. He hoped to use a drone to establish the likely visibility splay from different vantage points. Cllr De'Ath will share the plan for the proposed play equipment and a full proposal will be considered at the October meeting.
- 130/25 **Fire Risk Assessment for Washford Recreation Ground**
The importance of a robust Fire Risk Assessment was emphasised. It was agreed that spring would be the most appropriate time for reminding residents of the actions they could take to prevent fire, and the support available to them would be in the spring. Subject to that change, it was resolved to adopt the amended Fire Risk Assessment.
Proposed: Cllr Baker **Seconded:** Cllr De'Ath.
- 131/25 **Document Management and Retention Policy**
It was resolved to adopt the Document Management and Retention Policy
Proposed: Cllr Dutton **Seconded:** Cllr Cridland
Action: Clerk to add to website



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- 132/25 **War Memorial: Preparations for Remembrance Sunday**
It was agreed to repaint the fencing posts and replace the flag at the War Memorial in advance of Remembrance Sunday. It was also resolved to purchase a wreath
Action: Cllrs De’Ath and Cridland to repaint the fence, Cllr Eggar to replace flag and Clerk to purchase the wreath.
- 133/25 **Bus Service**
A copy of the poster and petition had been placed in the shop at Roadwater where it had attracted 4 pages of signatures so far, and at Anchors Drop where it had attracted 2.5 pages of signatures so far.

It was resolved that Cllr Johnson-Smith should write to Carhampton Parish Council, inviting their support for the campaign for an improved bus service serving Blue Anchor, and to explore opportunities for joint representation to Somerset Council and the bus operators.
Action: Cllr Johnson-Smith to write to Carhampton Parish Council
- 134/25 **Speed Indicator Device locations in Roadwater**
Cllr Dutton advised that possible locations for the installation of a Speed Indicator Device were still under consideration.
- 135/25 **20 is Plenty**
It was noted that no specific budget allocation had been made for road safety promotion in the current financial year. Cllr Scofield advised that Washford Post Office had funds which it was required to use for a community purpose and offered to purchase “20 is Plenty” stickers to be distributed to residents for use on domestic bins.
- 136/25 **Somerset Council’s Local Transport Plan**
Cllr Stabb highlighted elements of the proposed Plan which she felt were aligned to the Parish Council’s objectives. It was resolved to approve the draft response to Somerset Council’s Local Transport Plan consultation as presented.
Proposed: Cllr Strom Seconded: Cllr Dutton
Action: Cllr Stabb to submit to Somerset Council

Cllr De’Ath gave a verbal update on highways matters, including the LCN Highways sub-group meeting.
- 137/25 **Somerset Council’s consultation on Sunday parking charges**
After discussion it was agreed not to respond.
- 138/25 **Large-scale soil movements**
The concerns that had been raised about the large-scale soil movements between Doniford, Willow Grove and Upper Bye Farm were noted. The matter had been reported to Somerset Council.



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139/25 External Auditors Report and Conclusion of Audit

The Parish Council noted the comments of the external auditor regarding its role as sole trustee of the Recreation Ground and War Memorial charities. The Parish Council has met separately in its capacity as trustee of the Recreation Ground and has approved the submission of the Annual Return to the Charity Commission. A similar meeting will be scheduled for the War Memorial charity. The Annual returns will confirm that no trust funds are being held for either charity. The Council was satisfied that assurance regarding trustee responsibilities will be obtained through the separate trustee meeting and submission process, and future Annual Governance Statements will reflect this position clearly.

It was noted that a Notice of Conclusion of Audit had been issued.

140/25 Bank Reconciliation Statement and Expenditure against budget

The bank reconciliation statement at 31 August 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.

141/25 Local Government Service Payment Agreement

The Local Government Service Payment Agreement 2025 was noted.

142/25 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 August	770.20
Peninsula Pensions	Pension Contributions	217.24
Unity Bank	Service charge	6.00
S Mcloughlin	Repairs to gate	60.00

143/25 Payments for authorisation

It was unanimously **resolved** to make the following payment under the powers granted to the Parish Council, totaling £90.00

Payee	Description	Amount£
ARM Enterprises Ltd	Installation of defibrillator case	90.00

Proposed: Cllr Scofield Seconded: Cllr Cridland

Action: Clerk to arrange payment



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144/25 Flood Store

The condition of the current Flood Store in Roadwater was noted.

Action: Cllr Eggar to investigate alternatives for the October meeting.

145/25 December Parish Council Meeting:

It was resolved that the December meeting of Old Cleeve Parish Council, originally scheduled for 8 December, be rescheduled to 15 December.

Action: Clerk to update the published meeting calendar

146/25 Matters For Information only

- The Clerk’s Report was noted.
- Cllr De’Ath gave a verbal update on grant applications including the resurfacing of the MUGA and the S106 application

147/25 Matters for future meetings

- Parish Plan
- Parish Preparedness Survey
- Additional dog bins for Roadwater
- Parking Bay markings at Blue Anchor

148/25 There being no further business, the meeting was closed at 8.23pm.

Signed.....

Dated: 20 October 2025



City, Town & Parish Preparedness Survey

NAME OF CITY/TOWN/PARISH OLD CLEEVE PARISH COUNCIL

RISK

Using a score of 0 (None) to 4 (Very Likely), please evaluate the extent to which you consider your Parish to be vulnerable to the following hazards. Where possible, please also give the date (or month and year) when this last occurred in your Parish.

	Date of Last Known Event	Score (0-4)
Property / Business Flooding	2015	3
Strong Winds	2024-5	4
Excessive Heat		
Excessive Cold, Snow and Ice	1978-'80	2
Road Traffic Accidents	2025	1
Access limited by Accidents, Road Closures or Excessive Traffic	2025	3
Animal Disease		
Terrorism and Malicious Threats		
Pandemic	2020	4
Radiation Incident		
Industrial Incident		
Power Outage	2025	3
Fire	2025	2

For the rest of the survey, please use the same scoring system (0-4) to self-evaluate your level of preparedness as a Parish to deal with the risks you have identified.

PEOPLE

We have a very active parish, with many people volunteering in some capacity. There is a strong sense of identity and togetherness.	3
When it comes to responding to an emergency, we have successfully recruited and retained a team of volunteers that cover all the required roles and requirements.	
Nature of team (eg; Flood Warden Group): <u>FLOOD GROUP ONLY: (NEEDS REVISION)</u>	1
We have an effective training programme that covers all relevant themes, technical knowledge, interpersonal skills, confidentiality and safeguarding and local knowledge.	0
Co-ordinators can access training to give them the skills, knowledge and information they need to work effectively within the team and externally.	0
The team works effectively together and can manage any spontaneous volunteers during an emergency. There is sufficient contingency built in such that effectiveness does not suffer if some members are missing.	0

PLANS & PROCESSES

We have a good understanding of the hazards we face and have procedures in place to monitor and resolve any factors which might elevate risks still further	0
We have a comprehensive and up-to-date emergency / flood plan that informs our activity, communications and organisational structure, including current contact details for all relevant stakeholders. Date when emergency / flood plan was last reviewed: <u>2013</u>	0
We have clearly defined trigger points and a robust monitoring system (e.g. of river levels) so that there is a timely alarm that allows our emergency plans and processes to be actioned.	1
The organisational structure of our team is flexible, effective and able to respond to local needs and geography.	0
Our plans and processes define clear actions for individuals to complete during specific events and there is the necessary level of insurance cover in place to allow this to happen.	0
Our plans and processes and assessments of risk mean that team members will be in the right place at the right time and with the right equipment during an emergency situation.	0
We have a clear process to record all actions during an emergency and to subsequently review them in order to improve future responses.	0
We have a clear strategy and action plan in place to improve our resilience and adapt to new levels of risk as the world around us changes.	0

EQUIPMENT & RESOURCES

We have procedures such that all equipment and protective clothing is stored, checked, maintained and replaced as needed.	1
We have procedures in place that ensures that team members are trained and competent in the use of our equipment and resources.	0
We have well publicised and sufficiently equipped Places of Safety in the right locations to be able operate effectively during an emergency. This is/these are: _____	0
We have a designated and sufficiently equipped space from which the emergency response can be successfully co-ordinated.	0
We allocate sufficient Parish resource to increasing our preparedness and resilience. Total % of Parish Precept spent on this in previous financial year: _____% Total of Preparedness/Resilience/Adaptation Grants spent in the same period: £ _____	

COMMUNICATIONS

Our plans and processes include a clear and effective way of alerting and sharing information with team members.	0
All team members have a clear understanding of the significance of different alerts and what will be expected of them	0
We have sufficient capable Somerset Emergency Community Contacts (SECCs) to help manage communications within the community and with external bodies (eg; with emergency services) during an emergency. Name(s) of known SECC(s): _____	0
We have strong emergency response links with neighbouring parishes, keeping each other informed and supporting each other where possible	0
There is good mobile phone signal in all areas of our parish	0
There is good broadband available in all areas of our parish	
When dealing with an emergency, our chosen method(s) of communication are appropriate for our residents and our geographical context as well as the challenges and changes presented by an emergency situation.	

Is there anything you else you'd like to tell us about?

Thank you for completing the survey.

As you filled out the survey and reflected on the state of readiness in your Parish, you may have identified areas where you'd like to strengthen. If you require advice, support or potentially even funding to do this, you are very welcome to contact somersetprepared@somerset.gov.uk.

Old Cleeve Parish Plan 2025

Old Cleeve Parish Council brings together elected representatives from Washford, Old Cleeve, Roadwater and the surrounding hamlets who share one aim – to protect and enhance this beautiful part of West Somerset.

This document sets out how we aim to do this, reflecting those issues that are important to our communities. As a parish council we have a limited budget and ability to influence Somerset Council, but there are areas where we can and do make a difference, whether it's providing play equipment and open spaces, promoting road safety, or supporting local organisations or initiatives that protect and enhance our community.

The Parish Plan gives the broad outlines of our priorities until 2027 but is a living document. The associated detailed activities will be regularly reviewed and reported on, and as new issues arise, they will be incorporated.

If you have any questions or comments, please do not hesitate to contact our Clerk.

This is your parish and your plan.

Our objective: to protect and enhance our parish

Protect

Supporting and improving safety

Support introduction of 20mph where appropriate

Provide and maintain defibrillators and emergency bleed kits

Provide Speed Indicator Devices

Provide bus shelters

Protecting our environment

Manage Washford Recreation Ground and War Memorial

Maintenance of green spaces and benches in Old Cleeve

Organise litter picking

Review and respond to planning applications

Provide play and leisure facilities at Washford Recreation Ground

Building a more resilient community

Provision of flood stores and grit bins

Actively source goods and services from local businesses

Support community volunteer activities

Actively participate in Local Community Networks

Enhance

Supporting and improving safety

Campaign for speed restrictions and safe pedestrian routes

Establish possible further locations for Speed Indicator Devices

Facilitate safe driving courses

Investigate the possibility of CCTV at Washford Recreation Ground to prevent crime

Support Community Speedwatch

Building a more resilient community

Develop Community Emergency Plan

Support telemetry project for Washford River

Support community volunteer activities

Campaign for an enhanced bus service for Roadwater, Old Cleeve and Blue Anchor

Protecting our environment

Expand and extend play and leisure activities at Washford Recreation Ground

Enhance biodiversity at Washford Recreation Ground

Initiative	Project	Ward	Objective	Category	Community Impact	Funding Source	Accountable	Estimated Start	Estimated Finish	Status	Actual Start	Actual Finish	Actual Cost	Notes
1	Investigate the possibility of CCTV at Washford Recreation Ground to prevent crime	CCTV at WRG	Washford	Enhance	Public Safety	Medium	external grant required	Clr Dutton			in development	#####		
2	Support the introduction of 20mph where appropriate	20mph speed limit on side streets	Washford	Protect	Public Safety	Medium	to be confirmed	Clr De'Ath			initiated	#####		
3	Support the introduction of 20mph where appropriate	20mph speed limit on A39 Washford	Washford	Protect	Public Safety	High	no funding required currently	Clr De'Ath			initiated	#####		
4	Campaign for speed restrictions and safe pedestrian routes	Pedestrian Crossing on A39	Washford	Enhance	Public Safety	High	no funding required currently	Clr De'Ath			initiated	#####		
5	Investigate further locations for Speed Indicator Devices	New SID locations	Roadwater	Enhance	Public Safety	Medium	to be confirmed	Clr Dutton			in development	#####		
6	Investigate further locations for Speed Indicator Devices	New SID locations	Washford	Enhance	Public Safety	Medium	to be confirmed	Clerk			in development	#####		
7	Campaign for speed restrictions and safe pedestrian routes	30mph Dragons Cross to Washford	Old Cleeve	Protect	Public Safety	High	no funding required currently	Full Council			on track	#####	None	
9	Campaign for speed restrictions and safe pedestrian routes	Rumble strips at Bilbrook	Washford	Enhance	Public Safety	High	to be confirmed	Clr De'Ath			in development	#####		
10	Support the introduction of 20mph where appropriate	20mph speed limit on A39 Bilbrook	Washford	Protect	Public Safety	High	to be confirmed	Clr De'Ath			Not started	#####		
11	Support the introduction of 20mph where appropriate	20mph speed limit in Roadwater	Roadwater	Protect	Public Safety	Medium	to be confirmed	Clr Dutton			initiated	#####		
12	Provide and maintain defibrillators and bleed kits	Provide and maintain defibrillators	All parish	Protect	Community Resilience	High	budgeted funds	Clerk			on track	#####		
13	Facilitate safe driving courses	Mature Drivers Course	All parish	Enhance	Public Safety	Low	general reserve	Clerk			initiated	#####		
14	Support telemetry project for Washford River	Telemetry project	Roadwater	Enhance	Community Resilience	Medium	no funding required currently				Not started	#####		
15	Support telemetry project for Washford River	Telemetry project	Washford	Enhance	Community Resilience	Medium	no funding required currently				Not started	#####		
16	Provide Flood Stores and Grit Bins	Manage flood stores and grit bin	All parish	Protect	Community Resilience	Low	budgeted funds	Community Facilities Working Group			on track	#####		
17	Develop Community Emergency Plan	Develop Emergency Plan	All parish	Enhance	Community Resilience	Low	no funding required currently	Full Council			Not started	#####		
18	Campaign for an enhanced bus service	Enhanced bus service	Roadwater	Enhance	Community Resilience	Medium	no funding required currently	Clr Johnson-Smith			initiated	#####		
19	Provide play and leisure facilities at Washford Recreation Ground	Additional play equipment	Washford	Enhance	Environment	High	external grant required	Community Facilities Working Group			initiated	#####		Application submitted for National Lottery Grant Agreement in principle to £10k application MUGA resurfacing quotes obtained
20	Support community volunteer activities	Provide grant funding	All parish	Protect	Community Resilience	Medium	budgeted funds	Full Council			on track	#####		Funded provided to Old Cleeve Community Orchard interim payment to BATOC Applications under consideration from BATOC & Roadwater Youth Club
21	Expand and extend leisure facilities	Acquire and develop Puthills Copse	Washford	Enhance	Environment	Medium	budgeted funds	Full Council			initiated	#####		
22	Expand and extend leisure facilities	Acquire and develop Belle Vue play area	Washford	Enhance	Environment	Medium	budgeted funds	Full Council			initiated	#####		

Parish Information Sheet



Ref: 08/2025

For use by Somerset Council

From:	Sophie Jones Planning Policy Officer
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Date:	1st October 2025
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To:	All Parish, Town and City Councils
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Playing Pitch Strategy (PPS) and a Built Sports Facilities Strategy (BSFS) Surveys

Somerset Council (the Council) is currently producing a new Playing Pitch Strategy (PPS) and a Built Sports Facilities Strategy (BSFS) and has commissioned consultants, Stuart Todd Associates, to help produce them. The PPS and BSFS will help to support provision of high-quality indoor and outdoor sports provision (and any ancillary facilities) across the area. These strategies will play a vital role in encouraging increased sporting activity, as well as promoting health and wellbeing by enabling the Council to work together with National Sports Governing Bodies and Sport England to protect, enhance and provide sports pitches and facilities across Somerset. What the PPS and BSFS cannot do, however, is guarantee that all proposals for improvement and additional pitches/facilities are delivered, with delivery and maintenance of most pitches/facilities requiring joint working and funding from multiple organisations (and not solely the Council).

What is a PPS and a BSFS?

The strategies are designed to set clear way forward for playing pitches and sports facilities in the Council area, including:

- Providing evidence to support management and investment decisions
- Support the Somerset Local Plan (the planning strategy for the Council area)

- Provide guidance in relation to sports pitches and facilities, and quality standards
- Help to support proposals for improvements and additional sports pitches and facilities
- Help to protect sports pitches and facilities from loss through the planning system (where they remain viable, and demand remains for their use)
- Help to support collaborative working with stakeholders for investment into sports pitches and facilities.

The process involves a thorough review of existing provision, including analysing pitch/facility types, their use and condition to assess the supply of and demand for pitches and facilities in Somerset, now and in the future. To ensure a comprehensive evaluation, it is crucial to gather information regarding current usage patterns, pitch/facility quality, and any other significant issues affecting provision. Your insights as a local stakeholder are invaluable, and this data will be supplemented by information from other pitch and facility operators and other relevant sources including community sports clubs (they will be sent their own survey to complete).

We need your help!

To facilitate this process, we kindly request your participation in our online survey(s) aimed at gathering your insights. We have prepared two distinct surveys: one for grass/artificial pitches and another for built sports facilities.

The survey links are provided below and we would appreciate your survey response(s) by **Sunday 9th November**.

The PPS covers grass and artificial grass pitches for football, hockey, rugby union, rugby league, cricket, American football, baseball, rounders, softball, Gaelic sports and lacrosse.

- **PPS SURVEY LINK:- [Somerset PPS - Pitch Provider / Operator Survey](#)**

The BSFS covers swimming pools (including lidos), sports halls (including community halls), health and fitness suites (gyms and studios) tennis, netball and squash courts, athletics and cycling tracks and centres for bowls, boxing/martial arts, climbing and gymnastics.

- **BSFS SURVEY LINK:- [Somerset BSFS - Facility Provider / Operator Survey](#)**

Please be advised that you have the option to 'Save and Continue' your survey response(s) should you wish to return to it at a later date. We anticipate that it could take you approximately 20-30 minutes to complete the survey(s) if you have several pitches/facilities.

Should you have any questions regarding the PPS or BSFS or for assistance with any technical issues with the survey(s), please contact us at localplanningpolicy@somerset.gov.uk.

Please feel free to delegate the survey to someone else within the Parish Council who may be better placed to answer the questions should you feel this is necessary.

We may also visit your site(s)!

As part of the PPS and BSFS processes, we are required to conduct an audit of provision. Over the next few months my colleagues and I will be conducting non-technical visual assessments of the pitches and facilities across Somerset. During our brief audit, we will visually inspect:

- The overall condition of the sports pitches / facilities
- Any visible wear and tear
- Surrounding areas and access points.

The visual assessment will help us to gather crucial information for our comprehensive report.

We greatly appreciate your assistance in this important study as we strive to develop a comprehensive and effective strategies for the Somerset area, we look forward to receiving your response to the survey link(s) above, which will help give us greater understanding of your sports provision.

Thank you for your cooperation.

For more Information, please contact

localplanningpolicy@somerset.gov.uk

SJM

tree services



Sam Manaton
Poole Farm
Ash Thomas
Tiverton
Devon
EX16 4NS
Tel: 01884 821153
Mobile: 07411941258
Email: s.j.manaton@gmail.com
www.sjmtree.services



WASHFORD RECREATION GROUND

Tree Safety Survey

Washford, Somerset.

Prepared by: Sam Manaton: FDS Arb, MArborA, PTI
Date: 23.09.2025

Assessment Findings

No safety works are currently required.

Some minor management recommendations have been made to lift the crowns of T3 and T5 to 3m to facilitate mowing. These works have been given the priority code 3, to be carried out at the client's discretion.

It is recommended that the site should be resurveyed in two years time from the date of this survey.

M H Brewer

Horner farm

Minehead

SO

TA248HY

+01643862757

hornerfarm@hotmail.com

<http://www.horner-farm.co.uk>

VAT Registration No.: 289603267



Estimate

ADDRESS

Old cleave parish council

ESTIMATE NO. 1087

DATE 13/10/2025

DATE	ACTIVITY	DESCRIPTION	VAT	QTY	RATE	AMOUNT
	Contracting	Crown lifting of two trees as per tree inspection to achieve clearance for mowing the grass.	20.0% S	1	200.00	200.00
SUBTOTAL						200.00
VAT TOTAL						40.00
TOTAL						£240.00

VAT SUMMARY

RATE	VAT	NET
VAT @ 20%	40.00	200.00

Accepted By

Accepted Date

RE: Request for Reconsideration of Pedestrian Crossing – Washford

From Traffic Management <TrafficManagement@somerset.gov.uk>

Date Tue 16/09/2025 15:19

To clerk@oldcleveparishcouncil.gov.uk <clerk@oldcleveparishcouncil.gov.uk>

 1 attachment (105 KB)

Washford Road Safety Site Meeting - Follow Up Actions;

Good afternoon Andrea

Thank you for your email in regard to pedestrian crossing request in Washford. Please accept my apologies for the delay in responding. I was off for some time and I am having to prioritise urgent requests accordingly.

My initial response to the request back in 2023 still stands. I attach a copy of that and draw your attention to the final paragraph regarding lack of funding for such requests.

What I would also add is that since this site visit and the council becoming unitary authority and the associated council wide internal restructure, the budget constraints are even tighter than before.

I hope that answers the query and I am sorry the response is not more of a positive one. I will be also responding to your other emails in due course

Kind Regards

Katherine Tyson - Highways

Senior Traffic Engineer

Somerset Council

0300 123 2224

trafficmanagement@somerset.gov.uk

Travel Somerset – for live travel alerts, roadworks information and winter weather updates

On Twitter [@TravelSomerset](https://twitter.com/TravelSomerset) and online 24/7 at www.travelsomerset.co.uk



A Greener, More Sustainable Somerset

From: clerk@oldcleveparishcouncil.gov.uk <clerk@oldcleveparishcouncil.gov.uk>

Sent: Tuesday, July 8, 2025 5:03 PM

To: Traffic Management <trafficmanagement@somerset.gov.uk>

Cc: Katherine Tyson - Highways <katherine.tyson@somerset.gov.uk>

Subject: Request for Reconsideration of Pedestrian Crossing – Washford

Old Cleeve Parish Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 30/09/2025		
	Cash in Hand 01/04/2025		86,296.15
	ADD Receipts 01/04/2025 - 30/09/2025		47,241.63
	SUBTRACT Payments 01/04/2025 - 30/09/2025		133,537.78
	Cash in Hand 30/09/2025 (per Cash Book)		20,438.97
			113,098.81
B	Cash in hand per Bank Statements		
	Petty Cash	30/09/2025	0.00
	Unity Current Account	30/09/2025	8,347.73
	Unity Reserve Account	30/09/2025	32,606.95
	Unity Ringfenced Reserve Account	30/09/2025	72,396.13
			113,350.81
	Less unrepresented payments		661.54
		112,689.27	
Plus unrepresented receipts		409.54	
		113,098.81	
			113,098.81
	A = B Checks out OK		

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

7 October 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	182.00	130.00	130.00 (41%)
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	260.00	240.00	240.00 (48%)
11	Training				1,300.00	320.00	980.00	980.00 (75%)
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	36.00	64.00	64.00 (64%)
51	Personnel Costs				13,000.00	6,113.10	6,886.90	6,886.90 (52%)
52	Administration and Technology				1,500.00	376.89	1,123.11	1,123.11 (74%)
55	Freedom of the Parish Award co:							(N/A)
SUB TOTAL					20,212.00	8,388.80	11,823.20	11,823.20 (58%)

Assets: maintenance

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
18	Bus shelter cleaning and mainte				2,000.00	425.00	1,575.00	1,575.00 (78%)
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 electr				3,500.00	1,975.00	1,525.00	1,525.00 (43%)
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)
60	Defibrillator					75.00	-75.00	-75.00 (N/A)
SUB TOTAL					5,800.00	3,083.60	2,716.40	2,716.40 (46%)

Capital funds

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
27	Washford Recreational Ground &				4,000.00	3,090.40	909.60	909.60 (22%)
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	3,529.40	970.60	970.60 (21%)

Community facilities support

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
53	Recreational support							(N/A)

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

7 October 2025 (2025-2026)

SUB TOTAL

(N/A)

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	3,000.00	3,000.00	3,000.00 (50%)
SUB TOTAL					10,000.00	3,995.00	6,005.00	6,005.00 (60%)

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		1,260.53	1,260.53				1,260.53 (N/A)
34	VAT reclaim							(N/A)
44	HMRC refund							(N/A)
SUB TOTAL		44,750.00	46,010.53	1,260.53				1,260.53 (2%)

Services

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
16	MUGA maintenance and electric							(N/A)
17	Flood store and equipment							(N/A)
SUB TOTAL								(N/A)

Summary

NET TOTAL	44,750.00	46,010.53	1,260.53	40,512.00	18,996.80	21,515.20	22,775.73 (26%)
V.A.T.		1,231.10			1,442.17		
GROSS TOTAL		47,241.63			20,438.97		



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 September	710.96	S111 Local Government Act 1972
Peninsula Pensions	Pension Contributions September	193.21	
Unity Trust Bank	Bank service charge September	6.00	
Defib Store	New defibrillator pads x 2	146.40	S234 Public Health Act 1936

Payments to be authorised 20 October 2025

Payee	Description	£	Power to pay
PKF Littlejohn	External audit fee	252.00	S111 Local Government Act 1972
Garden Care & Creation	Grounds maintenance - September	276.00	S9 & 10 Open Spaces Act 1906
M Brewer	Tree Survey	720.00	

Total payments to be authorised: £1248.00