



OLD CLEEVE PARISH COUNCIL NOTICE OF THE NEXT COUNCIL MEETING

11 March 2025

Members of Old Cleeve Parish Council, you are hereby summoned to a meeting to be held at 7.00pm on Monday 17 March 2025 at Washford Memorial Hall 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. **Co-option of Councillor(s) to fill the vacant seats**
2. **To note apologies for absence and approve reason, where appropriate**
3. **Declarations of Interest/Dispensations in respect of matters on the agenda at this meeting**
4. **To sign as a correct record the minutes of the meeting held on 17 February 2025**
5. **Matters arising from the meetings held on 20 January and 17 February 2025:**
 - a. Cllr Eggar – Advice on next steps following communication outages in Roadwater
 - b. Cllr Smith - Verbal update on meeting with Somerset Council to review the Tree Preservation Order at Cleeve Park
 - c. Cllr Hunt - Verbal update on Great British Spring Clean (21 March - 6 April)
6. **Local Government and Policing**
 - a. Somerset Council Councillors – for verbal report only
 - b. To **authorise** the Chair of the Parish Council to request and attend a meeting with Avon and Somerset Police to discuss speeding in the Parish and **agree** who should accompany him.
7. **Public participation**
8. To **review** and **adopt** the following policies:
 - a. Equality and Diversity Policy
 - b. Safeguarding Policy
9. **Planning:** to **agree** a response to the following Planning Application

Number	Location	Proposal
APP/F9498/C/24/3357392	Orchard View, Rodhuish, Minehead, TA24 6QZ	Shepherds Hut used for residential purposes, together with works to adjacent agricultural barn.

10. Finance

- a. To **note** the Bank Reconciliation on 28 February 2025 and agree that a member of the Finance Committee should sign.
- b. To **note** expenditure against budget on 28 February 2025
- c. To verify the payments made since 20 January 2025 and resolve to make the payments shown on the schedule



OLD CLEEVE PARISH COUNCIL NOTICE OF THE NEXT COUNCIL MEETING

- 11. Noticeboards:** to **resolve** to purchase 2 noticeboards for Washford
- 12. Washford Recreation Ground Working Party:** to **receive** a verbal update and **agree** any actions
- 13. Annual Parish Meeting:** to **agree** a date and format for the meeting and **agree** any actions
- 14. Items for information only or future agendas**

Clerk's Report – for information

Date and venue of next meeting – To be held at 7pm on Monday 14 April 2025 at Roadwater Village Hall.



OLD CLEEVE PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 17 FEBRUARY 2025 at 7PM AT WASHFORD MEMORIAL HALL.

- Present:** Cllr Williams (Chairman), Cllr Beaver, Cllr Eggar (from 7.01 pm), Cllr Stabb, Cllr Gannon, Cllr Johnson-Smith (from 7.02 pm), Cllr De’Ath, Cllr Smith, Cllr Dutton, Cllr Hunt and Cllr Baker (from 7.09pm).
- In attendance:** Andrea Johnson (Clerk), and 7 members of the public
- Absent:** Cllr Gaskin

Minute		Action
230/0225	<p>Resignation</p> <p>It was noted that Cllr Ensor had resigned. Councillors expressed their thanks for his hard work and wished him well for the future. (Cllr Eggar joined the meeting).</p>	
231/0225	<p>Absences</p> <p>None</p>	
232/0225	<p>Declarations of Interest</p> <p>Cllr Stabb declared a non-pecuniary interest in the Community Flood Action Grant.</p>	
233/0225	<p>Minutes of the meeting on 20 January 2025</p> <p>It was unanimously resolved by those Councillors present who had attended the meeting of the Parish Council on 20 January 2025 that the Chair should sign the minutes as a correct record.</p> <p>Proposed: Cllr De’Ath. Seconded: Cllr Gannon.</p>	<p>Chair to sign the minutes</p>
234/0225	<p>National and Commonwealth WW1 Memorial</p> <p>Following a vote by councillors, the following inscription was agreed “To honour and remember the fallen from Old Cleeve Parish who sacrificed their lives for our freedom”.</p>	<p>Clerk to arrange plaque.</p>
235/0225	<p>Noticeboard at Chapel Cleeve</p> <p>It was confirmed that the noticeboard may belong to the Parish Council and it was unanimously resolved to obtain quotes to replace it. (Cllr Baker joined the meeting during this discussion).</p>	<p>Cllr Smith to provide Clerk with measurements.</p>



OLD CLEEVE PARISH COUNCIL

Minute		Action
236/0225	<p data-bbox="252 280 395 324">Goalposts</p> <p data-bbox="252 331 1276 481">Quotes had been obtained for both fixed posts and nets and wheeled posts and nets (with and without weights). Having reviewed these, and after a debate on the advantages and disadvantages of each, it was unanimously resolved to purchase the self-weighted, wheeled goal posts from MH Goals Ltd.</p> <p data-bbox="252 497 865 542">Proposed: Cllr Williams. Seconded: Cllr Baker.</p>	<p data-bbox="1305 331 1497 564">Clerk to arrange purchase and delivery to Old Cleeve School if possible.</p>
237/0225	<p data-bbox="252 616 507 660">Local Government</p> <p data-bbox="252 667 880 705">No Somerset Councillors were present to report.</p>	
238/0225	<p data-bbox="252 761 683 806">West Somerset House, Williton</p> <p data-bbox="252 813 1276 1003">Watchet Town Council had resolved to write to Somerset Council objecting to the decision to withdraw customer-facing services from West Somerset House, Williton. Other parish councils had been invited to endorse the letter. An immediate response was required, so Old Cleeve Parish Council had forwarded its endorsement. It was unanimously resolved to ratify this decision.</p> <p data-bbox="252 1019 896 1064">Proposed: Cllr Williams. Seconded: Cllr Gannon.</p>	<p data-bbox="1305 813 1455 1003">Clerk to circulate a copy of the letter when available.</p>
239/0225	<p data-bbox="252 1120 826 1164">Somerset Council Online Reporting Portal</p> <p data-bbox="252 1171 1276 1288">Cllr Dutton raised concerns about inefficiencies in the system and the possibility of duplicate reporting of issues. While councillors sympathised, they felt Somerset Council was unlikely to change the portal.</p>	
240/0225	<p data-bbox="252 1344 523 1388">Public participation</p> <p data-bbox="252 1395 944 1440">Members of the public raised concerns with speeding</p> <ul data-bbox="300 1447 1276 1601" style="list-style-type: none"><li data-bbox="300 1447 1136 1491">• In Old Cleeve, between Dragon’s Cross and Blue Anchor; and<li data-bbox="300 1491 1276 1601">• Through the ford in Bilbrook during flood events, which had damaged the walls of the ford and caused bow waves of water in the gardens of local properties.	
241/0225	<p data-bbox="252 1657 651 1702">Speed Indicator Device (SID)</p> <p data-bbox="252 1709 1225 1854">The data collected whilst the camera was positioned at Myrtle Cottage, Old Cleeve was reviewed. This did not indicate a widespread speeding issue between Dragon’s Cross and Blue Anchor, with 94% of the recorded traffic driving within the speed limit.</p> <p data-bbox="252 1899 1264 1968">The SID has now been moved to Old Cleeve Farm, following which it will move to South Lodge, Chapel Cleeve.</p>	



OLD CLEEVE PARISH COUNCIL

Minute	Action
<p>242/0225 Men at Work Signs It was unanimously resolved to purchase 2 'Men at Work' signs to ensure the safety of those moving the SID.</p> <p>Proposed: Cllr Williams. Seconded: Cllr Beaver</p>	Clerk to arrange purchase
<p>243/0225 Speeding and Antisocial driving Cllr Williams reported that he had requested that the signs at the entrance to Bilbrook Lane be updated. They currently state that the Lane is unsuitable for Heavy Goods Vehicles, but this should be widened to state that the Lane is unsuitable for all motor vehicles.</p> <p>It was noted that Somerset Council proposed to introduce double yellow lines at the junction of Huish Lane and Walnut Tree Corner.</p>	
<p>244/0225 Governance It was unanimously resolved to approve the Statement of Internal Controls, Standing Orders and Asset Register.</p>	Clerk to update records
<p>245/0225 Land to the west of the Old Post Office, Washford It was unanimously resolved to object to application 3/26/25/001 for outline planning permission for the erection of a detached house. Proposed: Cllr Beaver. Seconded: Cllr Gannon.</p>	Clerk to submit response.
<p>246/0225 Land at Chidgley Cottage Planning application 3/26/25/001 for a one-bedroom replacement dwelling with detached garage and plant room and change of use to residential was discussed. Representations made by the applicants had been circulated with the papers for the meeting.</p> <p>Councillors acknowledged that the proposed replacement dwelling would be more visually pleasing than the current mobile home and noted that no objections have been raised by the immediate neighbours to the property. However, after a detailed discussion, it was resolved, with 3 councillors objecting, to maintain the Council's objection to this application.</p> <p>Proposed: Cllr Williams. Seconded: Cllr Johnson-Smith</p>	Clerk to submit response.
<p>247/0225 Overtime payment It was unanimously resolved to approve payment for 13 additional hours worked by the Clerk. It was noted that the Clerk had worked an additional 13 hours in January. Proposed: Cllr Williams. Seconded: Cllr Johnson-Smith</p> <p>(Cllr Johnson-Smith left the meeting.)</p>	Clerk to advise payroll provider.



OLD CLEEVE PARISH COUNCIL

Minute Action

248/0225 **Bank Reconciliation Statement**
 Cllr Stabb was appointed to sign the statement following Cllr Ensor’s resignation.
Proposed: Cllr Stabb **Seconded:** Cllr Gannon

Cllr Stabb to sign the statement

249/0225 **Expenditure against budget**
 The Report was noted, all exceptional items had previously been reported.

250/0225 **Payments made since the previous meeting**
 The following payments, made since the previous meeting, were verified as in line with the authority granted on 20 May 2024 and the powers granted to the Parish Council by S111 Local Government Act 1972:

Payee	Description	Amount £
A Johnson	Salary – January 2025	659.49
	Home Working Allowance	26.00
Peninsula	Pension Contributions – employer January 2025	153.84
Pensions	Pension Contributions – employee January 2025	30.36
HMRC	Employer NIC January 2025	17.98

It was noted that in addition a payment of £175.00 had been made to Tyrone Barrett for the cleaning of the bus shelters.

251/0225 **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:
Proposed: Cllr Baker. **Seconded:** Cllr Dutton.

Clerk to arrange payments.

Payee	Description	Amount £
Scribe	Finance software	414.72
SLCC	Clerk’s Membership subscription	95.00
A Johnson	Mileage	7.20
A Johnson	Ink	10.99
A Johnson	Laminates	7.21
A Johnson	Stamps	3.40
Old Cleeve PCC	Room bookings Jan – May 2025	60.00
Washford Memorial Hall	Room bookings – 2024 bookings	100.00

252/0225 **Internal Auditor**
 It was unanimously **resolved** to appoint Mr. R Young as the internal auditor for the 2024/25 year.
Proposed: Cllr Williams. **Seconded:** Cllr Gannon

Clerk to confirm appointment.



OLD CLEEVE PARISH COUNCIL

Minute		Action
253/0225	Community Flood Action Grant Councillors agreed that Cllr Stabb should investigate applying for grant funding from the Community Flood Action Grant to install trash screens in Old Cleeve.	Cllr Stabb to progress.
254/0225	Blue Anchor Seafront The offer to join with Carhampton Parish Council in placing signs along the sea front at Blue Anchor was discussed. Councillors expressed interest in principle, subject to more details on cost, size and materials.	
255/0225	Blue Anchor Defibrillator Cabinet After some discussion about the necessity of having 2 defibrillators in close proximity, it was resolved , with one objection, to replace the corroded cabinet with one suitable for coastal locations. Proposed: Cllr Williams. Seconded: Cllr Gannon.	Clerk to arrange purchase
256/0225	Tree Preservation Order, Cleeve Park West Somerset District Tree Preservation Order T/3/11 in place at Cleeve Park was imposed to protect the trees as Chapel Cleeve Manor is a site of historical significance. Many of the trees were planted during Victorian times and are now approaching the end of their natural lifespan. Recently severe storms have resulted in significant damage. Considering this, it was unanimously resolved to ask the planning team at Somerset Council to review the continued need for the current Tree Preservation Order. Proposed: Cllr Smith. Seconded: Cllr Gannon.	Clerk to contact Somerset Council.
257/0225	Washford Recreation Ground Working Group The Group had not met since the previous Parish Council meeting. Cllrs De’Ath and Beaver to meet a potential basket swing supplier on site before a recommendation is brought to the March meeting.	Cllrs Beaver and De’Ath to arrange.
258/0225	Great British Spring Clean This year’s Great British Spring Clean was to be held between 21 March and 6 April 2025. Various events were discussed.	Cllr Hunt to forward a proposal to the Clerk.
259/0225	Matters For Information only <ul style="list-style-type: none">• The Clerk’s Report was noted.• The Parish Council had received a letter from Old Cleeve School thanking them for their donation towards the costs of the new minibus.• Somerset Council had cleared the public footpath at Castlemead• The branch and sign at the War Memorial have been removed• 2 instances of fly tipping have been reported• Two cars appear to have been abandoned in Willow Grove	



OLD CLEEVE PARISH COUNCIL

Minute

Action

260/0225 **Matters for the next meeting**

- To consider next steps in respect of Belle Vue play area
- To review and agree a Data Retention and Deletion Policy

261/0225 **Closing**

The Chairman thanked all councillors for their contributions, confirmed the date of the next meeting and declared the meeting closed at 9.00 pm.

Signed.....

Dated: 17 March 2025

Communication outages - Roadwater

From clerk@oldcleeveparishcouncil.gov.uk <clerk@oldcleeveparishcouncil.gov.uk>

Date Mon 2025-02-17 3:40 AM

To Steve Eggar <seggar@oldcleeveparishcouncil.gov.uk>

Cc Judith Stabb <jstabb@oldcleeveparishcouncil.gov.uk>; Chris Dutton <cdutton@oldcleeveparishcouncil.gov.uk>; Geoff Williams <gmwilliams@oldcleeveparishcouncil.gov.uk>; Heather Beaver <hbeaver@oldcleeveparishcouncil.gov.uk>; jjsmith@oldcleeveparishcouncil.co.uk <jjsmith@oldcleeveparishcouncil.gov.uk>; Keith Hunt <khunt@oldcleeveparishcouncil.gov.uk>; Louise Baker <lbaker@oldcleeveparishcouncil.gov.uk>; Margaret Smith <msmith@oldcleeveparishcouncil.gov.uk>; Mick De'Ath <mdeAth@oldcleeveparishcouncil.gov.uk>; Rick Gaskin <rgaskin@oldcleeveparishcouncil.gov.uk>

Good morning Steve,

Any suggestions where we can go from here?

Kind regards

Andrea Johnson

Clerk to Old Cleeve Parish Council

From: Christopher Chambers (6024) <Christopher.Chambers@avonandsomerset.police.uk>

Sent: 17 February 2025 9:33 AM

To: clerk@oldcleeveparishcouncil.gov.uk <clerk@oldcleeveparishcouncil.gov.uk>

Cc: Somerset LAs <InfoCCU@somerset.gov.uk>

Subject: RE: Communication outages - Roadwater

Good morning Andrea,

Many thanks for your email, I am very sorry to hear about the difficulties in Old Cleeve.

My role as Head of Innovation and Strategy for the Avon and Somerset Local Resilience Forum (LRF) involves coordinating the statutory responding agencies in preparation for emergencies, rather than as a Community Resilience Officer. I very much regret that I have no influence over the service providers and that the LRF is not able to intercede on this matter.

I have copied this reply to my colleagues in Somerset Council in order that they are aware of your concerns, and in the hope that they may already have information to assist.

I am sorry not be able to provide the assistance requested by the Parish Council.

Best regards

Chris

Chris Chambers
Head of Innovation and Strategy
Avon and Somerset Local Resilience Forum
Avon and Somerset Constabulary



Mob: 07802 874937

Email: christopher.chambers@avonandsomerset.police.uk

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

Sent: 14 February 2025 16:40

To: Christopher Chambers (6024) <Christopher.Chambers@avonandsomerset.police.uk>

Subject: Communication outages - Roadwater

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Dear Mr Chambers,

I am writing on behalf of Old Cleeve Parish Council to express our growing concern regarding the recurring power interruptions and communication outages affecting Roadwater. This issue is particularly acute during storms, where roads often become impassable, leaving residents - many of whom are elderly - without any means of communication for extended periods. During Storm Darragh a lot of residents were left without power and telephone lines for four days making calls to the emergency services impossible.

The situation is exacerbated by the failure of the local mobile phone mast, which has occurred on several occasions due to the absence of a reliable backup power supply. This not only disrupts routine connectivity but poses a significant risk to life and safety in emergencies, as residents are unable to contact emergency services or access critical information during these outages. This situation will deteriorate further with the change to digital phone lines.

Councillors believe that it is vital that the local mobile phone mast is equipped with an Uninterruptible Power Supply (UPS) to ensure the resilience and safety of Roadwater residents. A UPS would provide essential backup power to maintain communication services during short-term power failures and allow sufficient time for alternative power solutions, such as generators, to take effect.

The Parish Council is therefore seeking your support as Community Resilience Officer to contact the mast's owners to emphasise the importance of uninterrupted communications infrastructure for vulnerable rural communities like Roadwater, especially given the growing frequency of extreme weather events.

We would greatly appreciate it if you could:

1. Engage with the mast's owners/operators to highlight the urgency of installing a UPS at the site.

2. Facilitate a meeting between the Parish Council, the mast owners, and any relevant stakeholders to address this issue.
3. Advocate for resilience funding or technical solutions to ensure the long-term reliability of essential services in Roadwater.

Councillors are keen to work collaboratively to address this matter and would welcome any advice or guidance you can provide on securing a sustainable solution.

Kind regards

Andrea Johnson

Clerk to Old Cleeve Parish Council

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Avon and Somerset Constabulary

Working to make the communities of Avon and Somerset feel safe and be safe

Summary of Receipts and Payments

Income

Code	Title	Receipts		
		Budgeted	Actual	Variance
12	Precept	37,000.00	37,000.00	
30	Interest		1,911.51	1,911.51
	SUB TOTAL	37,000.00	38,911.51	1,911.51

Administration

Code	Title	Budgeted	Payments		
			Actual	Variance	
4	Homeworking allowance	312.00	260.00	52.00	16%
7	Insurance	600.00	748.32	-148.32	-24%
8	Member Subscriptions	700.00	724.79	-24.79	-3%
9	Election fees	100.00		100.00	100%
10	Audit fees	300.00	260.00	40.00	13%
11	Training	1,200.00	398.75	801.25	66%
14	Hall hire	600.00	241.00	359.00	59%
41	Expenses	100.00	165.69	-65.69	-65%
47	Defibrillator Consumables	400.00	252.97	147.03	36%
48	Bank service charge	100.00	65.40	34.60	34%
51	Personnel Costs	12,688.00	9,531.28	3,156.72	24%
52	Administration and Technology	1,500.00	738.72	761.28	50%
55	Freedom of the Parish Award c		135.50	-135.50	
	SUB TOTAL	18,600.00	13,522.42	5,077.58	

Assets: maintenance

Code	Title	Budgeted	Payments		
			Actual	Variance	
18	Bus shelter cleaning and maint	1,000.00	950.00	50.00	5%
32	War Memorial	200.00	78.90	121.10	60%
35	Sand Stores and Sheds	100.00	96.95	3.05	3%
40	Grounds Maintenance and elec	3,000.00	2,397.51	602.49	20%
57	Emergency Blood Kits		796.00	-796.00	
	SUB TOTAL	4,300.00	4,319.36		

Earmarked funds

Code	Title	Budgeted	Payments		
			Actual	Variance	
27	Washford Recreational Ground	4,000.00		4,000.00	100%
28	Bus shelter replacement	300.00		300.00	100%
33	Defibrillator	200.00		200.00	100%
56	Puthills Copse		1,200.00	-1,200.00	
	SUB TOTAL	4,500.00	1,200.00		(100%)

Community facilities suppo

Code	Title	Budgeted	Payments		
			Actual	Variance	
26	Blue Anchor Toilets	3,600.00	3,600.00		0%
53	Recreational support	2,000.00	2,500.00	-500.00	-25%
	SUB TOTAL	5,600.00	6,100.00		

Donations and support (S1)

Code	Title	Budgeted	Payments		
			Actual	Variance	
25	Donations fund	4,000.00	2,034.49	1,965.51	49%
	SUB TOTAL	4,000.00	2,034.49		

Summary

NET TOTAL	37,000.00	38,911.51	1,911.51	37,000.00	27,126.27	(23%)
V.A.T.		416.09			532.64	
GROSS TOTAL		39,327.60			27,708.89	



OLD CLEEVE PARISH COUNCIL

EQUALITY & DIVERSITY POLICY

Dates Reviewed and Adopted: Reviewed and adopted – 17 March 2025

1. The Policy

Old Cleeve Parish Council (the Council) aims to do everything in its power to ensure that everyone has equal access, and is treated with respect, in relation to employment opportunities, to its services and to all its activities.

This policy is intended to assist the Council to put this commitment into practice. Compliance with this policy should also ensure that employees and councillors do not commit unlawful acts of discrimination.

2. As an Employer

All employees are required to treat one another with mutual respect. Actions, behaviour and attitudes should consistently demonstrate respect for the dignity and worth of an individual, irrespective of the position they have within the Council. Harassment and discrimination in any form is unacceptable behaviour and offenders will be subject to disciplinary action.

The Council aims to achieve the policy by:-

- ensuring its employees are made aware of their rights and responsibilities to each other, parishioners and councillors regarding equal opportunities issues;
- providing a way in which individuals can communicate any concerns;
- treating any unacceptable behaviour seriously;
- ensuring every employee understands that they are required to assist the council to meet its commitment to provide equal opportunities in all aspects of the council's work and responsibilities, including employment; and
- providing training in/raise awareness of equal opportunities to those likely to be involved in recruitment or other decision making where equal opportunities issues are likely to arise.

3. As a Service Provider

The Council will strive to ensure that all services provided by, or on behalf of, the Council are made accessible to all individuals and groups equally and without discrimination.

All service users will be treated with respect. Actions, behaviour and attitudes should consistently demonstrate respect for the dignity and worth of an individual.

The Council will, wherever appropriate, work in partnership with other agencies in the area, including the unitary authority, voluntary groups and community organisations to promote equal opportunities.

The Council aims to achieve its policy by:-

- providing training in/raise awareness of equal opportunities to those likely to be involved in decision making where equal opportunities issues are likely to arise;
- ensuring that no member of the public is disadvantaged, or treated less favourably than others, in terms of access to Council services. Where the Council's practice,



OLD CLEEVE PARISH COUNCIL

EQUALITY & DIVERSITY POLICY

policy or procedures are found to make access impossible or unreasonably difficult, reasonable adjustments will be made to overcome barriers to using services caused by disability;

- ensure that all contractors directly supplying goods and services or executing works for, or on behalf of, the Council are provided with a copy of this Policy and agree to comply with it when providing services to the Council;
- recognising the importance of communication in attaining equity and quality services which are responsive to the needs of all local people, for example through the provision of information in large print and on audio tape on request; and
- complying with all relevant legislation relating to discrimination and equity.

3 Implementation and Monitoring

The Council is responsible for implementing this policy and monitoring its effectiveness. Complaints from staff about discrimination or unfair treatment will be dealt with in accordance with the Council's grievance procedures. Complaints from members of the public about discrimination or unfair treatment will be dealt with through the Council's complaints procedures.



OLD CLEEVE PARISH COUNCIL

SAFEGUARDING POLICY

Dates Reviewed and Adopted: Reviewed and adopted – 17 March 2025

1. The Policy

Old Cleeve Parish Council (the Council) is committed to safeguarding children, young people and vulnerable adults using parish council facilities.

For the purposes of this policy

- The terms *children* and *young people* refer to anyone under the age of 18
- The term *vulnerable adult* refers to anyone over 18 who is
 - unable to care for themselves or
 - unable to protect themselves from significant harm or exploitation as a result of age, frailty, disability, illness or lifestyle or
 - in need of community care services.

The purpose of this policy is to make clear to all Councillors, staff and volunteers, and contractors what the Council requires in relation to the protection of children, young people and vulnerable adults to help to maintain a safe and positive environment.

2. Promoting a Safe Environment

To promote a safe environment for children, young people and vulnerable adults, the Council will:

- ensure that employees, members and volunteers are aware of safeguarding expectations and, where appropriate, receive appropriate training; and
- provide a point of contact for reporting any concerns and for further information

Staff, councillors and volunteers should be concerned by any action or inaction, which significantly harms the physical and/or emotional development of children, young people and vulnerable adults. Abuse falls into four main categories as follows:

- **Physical Abuse** where physical pain or injury is caused, e.g., hitting, shaking, biting;
- **Emotional Abuse** where there is persistent emotional ill treatment that causes severe and persistent adverse effects on the child's or vulnerable person's emotional status e.g., bullying (including cyber and text bullying), constant criticism and unrealistic pressure to perform.
- **Sexual Abuse** where children or vulnerable adults knowingly or unknowingly take part in an activity that meets the sexual needs of the other person or persons involved. This includes inappropriate photography or videoing.
- **Neglect** is where people fail to meet a child's or vulnerable person's basic physical/psychological needs and is likely to result in the serious impairment of their health or development, e.g., failure to ensure that a child is protected from unnecessary risk of injury or exposing them too undue cold.

3. Reporting Concerns

Staff, members, contractors and volunteers should report any concerns as soon as possible directly to the following:

- **Somerset Council** at adults@somerset.gov.uk or call 0300 123 2224
- **Police 101** (If it is believe a crime has been committed) or **999** (If there is an immediate risk of harm).



OLD CLEEVE PARISH COUNCIL

Schedule of Payments

Payments previously authorised and to be verified

Payee	Description	£	Power to pay
A Johnson	Salary & Homeworking allowance February 2025	876.01	S111 Local Government Act 1972
Peninsula Pensions	Pension Contributions	237.41	
HMRC	Employer NIC February 2025	36.08	
Minehead Eye	Grant to Roadwater Youth Club	2500.00	S19 Local Government (Miscellaneous Provisions) Act 1976
West Monkton Parish Council	Plaque	75.00	S137 Local Government Act 1972

Payments to be authorised 17 March 2025

Payee	Description	£	Power to pay
SSE Energy	Electricity– closing statement	151.21	S111 Local Government Act 1972
SALC	Councillor Training	30.00	
A Johnson	Mileage	7.20	
	Batteries for defibrillator	<u>4.95</u> 12.15	
Dan Stone Accountancy	Payroll Services	360.00	S111 Local Government Act 1972

Total payments to be authorised: £4,277.86



New Noticeboards

1. At its January meeting the Parish Council resolved that quotes should be obtained to replace the noticeboards at Old Cleeve and Washford Memorial Hall. At its February meeting, the Parish Council resolved that quotes should also be obtained to replace the noticeboard at Cleeve Park.
2. The replacement noticeboards are to be maintenance free, magnetic and of sufficient size to allow a balance of community and parish council use.
3. This current noticeboards at Old Cleeve and Cleeve Park are not of a standard size. In addition, the noticeboard at Old Cleeve is constrained by the built structure surrounding it. Enquiries are still on-going for a suitable replacement for these two noticeboards.
4. Only one noticeboard has been identified which meets all the required criteria for Washford Memorial Hall. This offers a locked section solely for Parish Council use and an unlocked section for public use. Each bay holds 9 x A4 sheets. The full product specification is attached.
5. The cost is £741 plus VAT and £10 delivery.
6. The same noticeboard would also be suitable for Washford Post Office. However, in that case the Postmaster would prefer for both sections to be locked, and to have control over the posters displayed in the public section to ensure they remain current, appropriate and neatly displayed. This reduces the price to £701 plus VAT and £10 delivery.



Tradition 30 Dual Door Wall Mounted External Notice Board

- 30mm deep silver profile
- Zinc electroplated steel backboard for use with magnets
- Side hinged door with 4mm plexishock glazing
- Central locking bar stops doors swinging open
- Key lock as standard (two keys supplied)
- Optional combination lock (left key lock, right public access)
- 5 Year Guarantee

About Tradition 30

The Tradition 30 Dual Door Wall Mounted External Notice Board has a 30mm deep aluminium frame with doors opening from the centre. The double doors are held in place with a central locking bar, allowing you to open one door at a time without the worry of the doors swinging open in high winds. The doors are glazed with 4mm shatterproof plexishock and have a security lock which is supplied with two keys. The rapid swap door system which allows you to replace the doors easily should it become damaged without the use of tools or removing the poster display. The board has an elastomer seal, anti-condensation vents and zinc electroplated steel backboard for use with magnets.

NEW Public Access Lock

This product is now available with a choice of lock. The standard product comes with a key lock on each door but now we offer a combination, left door with key lock and the right door with a public access switch/lock. This is ideal if the board is being used by the general public to display notices.

Important

Please note that this product is not suitable for use with whiteboard marker pens.

Material and Standards

The Tradition 30 Dual Door has an aluminium profile EN AW 6060 - BS EN 573-3. The door is glazed with plexishock glazing which is a transparent organic UV blocking material with good shock resistance ISO 7032-2. Aluminium posts EN AW 6106, EN AW 6060 and EN AW 6063 - EN 755-2 providing high mechanical strength.

Delivery

Delivery normally 7-10 working days. Please call if your order is urgent

Wall Mounting

Wall mounted boards are pre-drilled through the back panel. They are not supplied with fixings.

Other Products

The Tradition 30 outdoor board is available, wall, post and rail mounted and have the option of an externally mounted shaped header with a message of your choice. Please visit the relative page on the web site.

Guarantee

The Tradition 30 External Notice Board has a 5 year guarantee against manufacturing faults.

Coastal

Powder coated frames are not recommended if they are within 5km of the coastline. Both frames and locks can be impacted by salt, sea and high winds.

Code	Size	Price
505075	750 x 1200mm wide (8 x A4)	£548 + VAT
505076	1050 x 1400mm wide (18 x A4)	£701 + VAT
10MAG/2KEYS	10 extra strong magnets and set of 2 keys	£21 + VAT
20MAG/2KEYS	20 extra strong magnets and set of 2 keys	£30 + VAT
30MAG/2KEYS	30 extra strong magnets and set of 2 keys	£38 + VAT
40MAG/2KEYS	40 extra strong magnets and set of 2 keys	£46 + VAT
10MAG/4KEYS	10 extra strong magnets and set of 4 keys	£31 + VAT
20MAG/4KEYS	20 extra strong magnets and set of 4 keys	£39 + VAT
30MAG/4KEYS	30 extra strong magnets and set of 4 keys	£48 + VAT
40MAG/4KEYS	40 extra strong magnets and set of 4 keys	£56 + VAT





CLERK'S REPORT MARCH 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

2. Planning decisions

Application 6/26/24/006 for the erection of a 1 bed replacement dwelling, detached garage & plant room together with change of use of land to residential at Chidgley Cottage has been refused on the basis that the proposal would cause unacceptable harm to the beauty and character of the National Park, as the scale and massing of the new structures are excessive and incongruous within its context.

Application 3/26/24/003 for outline planning for the erection of 2 No. holiday let chalets on land to the south of 96 and 97 Cleeve Park, Chapel Cleeve has been refused. The proposal would result in a holiday let business in an unsustainable rural location, distant from services and facilities. As such visitors would be reliant on private cars. In addition, the site is located within the open countryside where development is only permitted in exceptional circumstances where the proposal is beneficial for the community and local economy. It is considered that, due to the location and scale of the development, it would not provide a substantial benefit to the local economy sufficient to outweigh the other policy objections.

3. Washford Recreation Ground

Alternative quotes for the basket swing have been obtained and forwarded to the Working Group for consideration and to enable a final recommendation to be made to the Council.

6. Bleed Kits

Details of the bleed kit for Roadwater are required to complete the registration.

8. SID Data

Full copies of the SID data are available on the Parish Council website under Community Safety

	Location	Number of vehicles		Average Speed		Maximum Speed		No at maximum		V50 percentile		V85 percentile	
		Incoming	Outgoing	Incoming	Outgoing	Incoming	Outgoing	Incoming	Outgoing	Incoming	Outgoing	Incoming	Outgoing
03/01/25 - 15/01/25	Myrtle Cottage, Old Cleeve	1026	2233	18.21	19.04	36	38	4	4	16	18	20	21
16/01/25 - 30 /01/25	Myrtle Cottage, Old Cleeve	1266	2734	18.11	18.91	33	34	3	3	16	18	20	21
31/01/25 - 05 /02/25	Myrtle Cottage, Old Cleeve	587	1109	18.26	18.97	34	32	1	1	16	18	20	21
06/02/25 - 13/02/25	Myrtle Cottage, Old Cleeve	703	1484	18.13	19.03	34	32	2	1	16	18	20	21
14/02/25 - 21/02/25	Old Cleeve Farm	1744	2336	20.97	21.72	34	40	16	34	20	20	24	25
22/02/25 - 28/02/25	Old Cleeve Farm	1492	1935	21.74	23.56	46	50	3	8	20	22	26	27

9. Correspondence from parishioners

Subject matter	Action
Complaint about proposal to install double yellow lines in Huish Lane, Washford	Explained the proposal had been initiated by Somerset Council and provided contact details.



10. Correspondence with Somerset Council

Recipient	Nature of enquiry	Date	Chased	Response date
Corporate Equalities team	Concerns about siting of dog waste bin in Old Cleeve	06/01/2025	01/02/2025	07/02/2025
Elections team	Notification of a casual vacancy	14/02/2025		14/02/2025
Planning Team	Request to review TPO at Cleeve Park	18/02/2025		18/02/2025