



OLD CLEEVE PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 16th March 2026 at 7PM AT WASHFORD MEMORIAL HALL.

Present:	Cllr Stabb (Chairman)	Yes	Cllr Gaskin	Yes
	Cllr De'Ath (Vice-Chairman)	Yes	Cllr Johnson-Smith	Yes (19:04).
	Cllr Short	Yes	Cllr Scofield	Yes
	Cllr Cridland	Yes	Cllr Baker	No.
	Cllr Dutton	Yes	Cllr Smith	Yes
	Cllr Strom	No	Cllr Eggar	Yes
	Cllr Gannon	Yes		
In attendance:	Two members of the public.			

Minute

- 273/26 **To note apologies for absence and approve reason, where appropriate.**
The Council noted apologies from Cllr Cara Strom.
- 274/26 **Declarations of Interest/Dispensations in respect of matters on the agenda at this meeting.**
Cllr Margaret Smith declared an interest in the Cleeve Park planning application.

Cllr Chris Dutton declared an interest in the Road Water House planning application.
- 275/26 **To sign as a correct record the minutes of the meeting held on 23 February 2026.**
RESOLVED: It was unanimously agreed to approve the minutes as a true and accurate record of the meeting held with the following addendums:
 - *That the 'River Pile' is changed to the 'River Pill'.*
 - *That the location is updated to Old Cleeve.*
 - *That two members of the public were present.*
These were duly signed by the Chair.
- 276/26 **Public Participation: To receive questions and comments from members of the public and to respond if appropriate or to direct the Clerk to respond in writing after the meeting.**
No questions were received from the Members of Public present.
- 277/26 **Somerset Councillor: To note the report from Cllr Strom (Somerset Council)**
The Council noted the written report from Cllr Strom, supplied in her absence. It was noted that a report on the Earth Movements and Billbrook site was to be supplied to the Council at the previous meeting. The Chair would take this up with Cllr Strom. It was noted that it was disappointing that the Highways Committee have lost the correspondence from November 2025 about the 20mph scheme.
- 278/26 **Planning:**

a. To agree a response to the following Planning Application(s)

Number	Location	Proposal
3/26/26/004	Caravan, The Blue Anchor, Cleeve Hill, Watchet, TA24 6JP	Removal of Condition No's 01 (time limit), 02 (landscaping), 04 (log pile), 05 (invertebrates)



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		<p>hotel), 06 (parking and turning) and 08 (drainage) of application 3/26/021/022</p> <p>RESOLVED: It was unanimously agreed to raise an objection to this planning application on the grounds that the land is unstable and therefore unsuitable for any permanent development.</p>
EXM/26/064/LBC	Roadwater House Roadwater Road Roadwater Watchet TA23 0RG	<p>Listed building consent for the proposed removal of existing render and replace with lime render along with the installation of 6no. replacement first floor windows.</p> <p>RESOLVED: It was unanimously agreed to support this planning application.</p>
3/26/26/003	61 Cleeve Park, Old Cleeve, Watchet, Minehead, TA24 6JF	<p>Erection of a single storey extension on the north elevation</p> <p>RESOLVED: It was unanimously agreed to raise an objection to this planning application on the grounds that the scale and mass of the development is not in keeping with other applications and that Article Four of the Town and Country Planning Act should be taken into consideration.</p>
3/26/26/002	45 Cleeve Park, Old Cleeve, Watchet, Minehead, TA24 6JF	<p>Erection of single storey rear extension and front porch</p> <p>RESOLVED: It was unanimously agreed to raise an objection to this planning application on the grounds of Article Four of the Town and Country Planning Act.</p>
3/26/26/005	Ottos Cottage, 21 Lower Bilbrook Lane to Monks Patk, Old Cleeve, Watchet, TA24 6HJ	<p>Various repairs and refurbishment to windows and render</p> <p>RESOLVED: It was unanimously agreed to support the planning application.</p>

Finance

- a. **Bank Reconciliation: to receive and note the bank reconciliation statement of 28th February 2026.**

The Council noted the bank reconciliation statement of 28th February 2026.

- b. **To receive and note expenditure against budget for the year to date**

The Council received the expenditure against budget for the year to date and noted that there would be a small underspend in the current financial year.

- c. **To resolve to make the payments shown on the schedule.**

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RESOLVED: It was unanimously agreed to approve the payments as below.

Schedule of Payments

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

Payee	Description	£	Power to pay
Peninsula Pensions	Pension Contributions February	59.61	S111 Local Government Act 1972
Unity Trust Bank	Bank service charge February	6.00	
A Johnson	Salary February 2026	306.78	
J Turner	Locum charges February 2026	800.00	
Elan City	Speed Indicator Device	2447.99	S30 Local Government and Rating Act 1997
Roadwater Youth Club	Service Level Agreement	2500.00	S19 of the Local Government (Miscellaneous Provisions) Act 1976.

Payments to be authorised

Payee	Description	£	Power to pay
J Turner	Reimbursement of SID Pole	119.54	S30 Local Government and Rating Act 1997
A Johnson	Overtime Claim	56.28	

Total payments to be authorised: £175.82

- d. **To note the award of a grant from Sport England and the next steps in this process.**
 The Council noted the award of £7,500 of a grant. It was proposed that the Chairman and the RFO sign the agreement.
RESOLVED: It was unanimously agreed to approve for the Chairman and the RFO to sign the agreement.

Governance:

- a. **to consider and approve the Risk Management Report 2025 – 2026.**
RESOLVED: It was unanimously agreed to approve the Risk Management report, that was unchanged from the previous financial year.
- b. **to review and approve the Asset Register,**
 Cllr D’Ath provided an update on the Asset Register. A query was raised on the bus shelters and grit bins and this would be raised with the RFO.
RESOLVED: It was unanimously agreed to approve the Asset Register.

280/26

Parish Plan: to review progress and agree any actions (Cllr Dutton)

Cllr Dutton provided an update to the Council on progress being made. The progress being made is good and is moving in the right direction. Cllr Dutton and the Locum Clerk will update the spreadsheet in advance of the next meeting. It was noted that a discussion on the Parish Plan should be held at the Annual Parish Assembly.

281/26

Highways: To note any updates on this matter.

It was noted earlier in the meeting that the Parish Council wished to go ahead with the 20mph scheme in Washford, as agreed in November 2025, and more pressure will be put on to get a definitive answer on this.



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The 30mph scheme was going ahead but there has been no firm date for implementation.

It was noted that Wessex Water will be carrying out repair work between the White Horse and Roadwater in the next week, meaning that the road will be closed. The Locum Clerk will check to see if the Council received any correspondence on this matter that could be shared on the website and social media for this event and any future events. It was noted that school transport will be an issue.

It was noted that there items in Cllr Strom’s report that needed to be chased and reported on. The Chair and Vice-Chair will take this up with Cllr Strom ahead of the next meeting.

Washford Recreation Ground

a. To consider any information relating to CCTV for this area.

283/26

The Council considered the feedback from Watchet Parish Council around their own arrangements for the provision of CCTV. There was discussion around the benefits of having CCTV to protect the new play equipment investment and there was also a discussion around the quality of the proposed CCTV cameras. It was noted that if it was not required in this location then it could be moved to serve a more beneficial purpose in the future.

RESOLVED: It was agreed by a majority, with one against, to task the working group to source further quotations and costs within a budget of £1,500 for CCTV, to be brought back to the next meeting.

Speed Indicator Device (SID):

a. To make a decision relating to the installation of the new SID at Washford Station.

284/26

The Council noted the SID and pole had been received. Cllr Steve Eggar will erect this on behalf of the Council.

Environment Committee:

a. To consider the recommendation on an ecology survey provider for Puthills Copse.

285/26

Cllr Rick Gaskin provided an update to the meeting. Cllr Gaskin did make contact but the phone call was not returned. It was noted that the Council instructed Solicitors around 18 months ago and last week, the legal agreement was sent to the Clerk and Chairman, with no guidance on the new covenants that had been included and what insurance requirements would be required for this asset. The Chair has asked the Locum Clerk to ask the Parish Council’s insurers how much this will cost and what cover is needed to be put into place prior to entering into the contract. The land survey has not been done as of yet. Cllr Johnson-Smith will circulate details for an ecology surveyor to the Locum Clerk.

b. To receive an update on the Tree Management Plan.

It was noted that this had already been actioned and the Clerk will provide evidence to that effect.

To receive a proposal relating to the re-surfacing of the MUGA.

The Council noted the proposal. Cllr Mick D’Ath spoke about the proposal and the need to comply with the Council’s Financial Regulations around procurement. The Council noted that the three suppliers



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286/26 that had quoted had visited the site and were recommended by Officers to carry out this work. It was proposed that subject to Financial Regulation 5.6, to approve that these contractors are approached to re-quote for the works to be carried out and that a formal tender pack be issued.

RESOLVED: That the Council, having considered the proposal and the requirements of the Council’s Financial Regulations relating to procurement, notes that three suppliers have previously visited the site and provided quotations, and have been recommended by Officers as suitable contractors to undertake the works. In accordance with Financial Regulation 5.6, the Council agrees that these three suppliers be invited to submit formal tenders for the works. The Clerk and Vice-Chair is authorised to issue a formal tender pack and request revised submissions from the three agreed contractors for consideration by the Council.

To consider joining the Private and Community Nature Reserves Network and Somerset Wildlife Trust and to ratify any costs associated with this.

287/26 The Chair provided an update. There was no fee to join the Private and Community Nature Reserves Network however it would be beneficial to be a member of the Somerset Wildlife Trust for £42 per year.

RESOLVED: It was unanimously agreed to become a member of both entities.

To consider the report on the Licence Agreement for Use of Washford Recreation Ground and to ratify any actions deemed necessary to progress this agreement.

288/26 The Council noted the detailed report from the Locum Clerk which sets out the issues that the Parish Council faces and puts forward some recommendations to the Council as below:

Resolve in principle to formalise the School’s use of Washford Recreation Ground through a written Licence Agreement.

Request confirmation of the School’s Public Liability Insurance (minimum £5 million).

Seek clarification from the Council’s insurer regarding risk categorisation and the effect of a formal agreement.

Consider the financial implications separately, including the appropriate rental figure if the Council assumes maintenance responsibility.

RESOLVED: It was unanimously agreed to approve the recommendations and for the Locum Clerk to act upon the first three recommendations. It was further unanimously resolved for the Finance Committee to consider the financial implications at a future meeting of the Finance committee.

Reports for information only – no decisions to be made

a **Clerk’s Report.**

289/26 The report was noted.

Items for future agendas.

- Speed Indicator Device (Cllr Margaret Smith).

290/26 **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 employment matters to be discussed.**

RESOLVED: It was unanimously agreed to exclude the Press and Public for the following agenda item.



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To receive an update on the recruitment of a permanent Parish Clerk.

The Council received an update from the Chair of the Personnel Committee. It was noted that an article could be placed in the local 'West Somerset Free Press' or 'The County Gazette' publication which will attract interest locally. The Locum Clerk will look into the costs for placing this advertisement. The advert should be placed on the Job Centre too.

292/26

The meeting was closed by the Chair at 20:27.

Signed.....

Dated: