



OLD CLEEVE PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 20th April 2026 at 7PM AT ROADWATER VILLAGE HALL.

Present:	Cllr Stabb (Chairman)	Yes	Cllr Gaskin	Yes (19:01)
	Cllr De'Ath (Vice-Chairman)	Yes	Cllr Johnson-Smith	Yes
	Cllr Short	Yes	Cllr Scofield	Yes
	Cllr Cridland	Yes	Cllr Baker	Yes (19:06).
	Cllr Dutton	Yes	Cllr Smith	Yes
	Cllr Strom	Yes	Cllr Eggar	No.
	Cllr Gannon	Yes	Cllr Buckle	Yes (19:06)
	Cllr Olivier	Yes (19:06)		
In attendance:	Three members of the public and two applicants for Co-Option.			

Minute

- 293/26 **To note apologies for absence and approve reason, where appropriate.**
The Council noted apologies from Cllr Eggar.
- 294/26 **Declarations of Interest/Dispensations in respect of matters on the agenda at this meeting.**
Cllr Gannon and Cllr Stabb declared their non-pecuniary interest in planning application 3/26/26/006 (this will be considered under planning applications item 'C'.)

Cllr Smith declared their non-pecuniary interest in planning application 3/26/26/003.
- 295/26 **To receive an application for co-option to the Parish Council for the following individuals and to resolve to co-opt to fill the two vacancies:**
 - a) **Lewis Buckle**
 - b) **Theo Olivier**
The Council considered the applications from the two applicants.
RESOLVED: It was unanimously agree to co-opt both applicants to the Parish Council for the Washford and Roadwater Wards respectively. The Clerk will circulate the paperwork after this meeting.
- 296/26 **To sign as a correct record the minutes of the meeting held on 16th March 2026.**
RESOLVED: It was unanimously agreed to approve the minutes as a true and accurate record.
- 297/26 **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 or comments were received.
- 298/26 **Somerset Councillor: To note the report from Cllr Strom (Somerset Council)**
The Council noted an update. She will circulate a written report to the Clerk so that this can be appended to the minutes.



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299/26

Planning:

- a) **3/26/26/007 - Erection of a single storey extension to the rear - Huish Cottage, Huish Lane, Old Cleeve, Watchet, TA23 0PA.**
The Council considered this application.
RESOLVED: It was unanimously agreed to support this planning application.
- b) **3/26/26/003 - Erection of a single storey extension on the north elevation - 61 Cleeve Park, Old Cleeve, Watchet, Minehead, TA24 6JF.**
The Council considered this application.
RESOLVED: It was unanimously agreed to object to this planning application on the grounds of alterations to a listed building and goes against the Article 4 that had been passed on this site, owing to no permitted development rights. The Parish Council would be recommending refusal on this application.
- c) **To agree a response to any planning applications received after the agenda had been issued.**
- i. **3/26/26/006 - Conversion and extension to garage to form annexe - Downstream, Lower Bilbrook Lane, Old Cleeve, Watchet, Minehead, TA24 6HE.**
The Council considered this application.
RESOLVED: It was agreed by a majority with one abstention to object to the planning application on the basis that the development does not meet the planning criteria for an annex, being completely separate from the main building, in effect creating a new dwelling . It was noted that there were no substantive statements of reasons for this application within the documents. There is also inadequate infrastructure of the roads within the area due to the single track lane and lack of turning space. The Council also objected on the grounds of the scale and mass of the development .
- d) **To consider the Parish Council's response to the West Somerset District Payphone removal proposals.**
No comment was passed on this application.

300/26

Finance

- a) **Bank Reconciliation: to receive and note the bank reconciliation statement of 31st March 2026.**
The Council received and noted the bank reconciliation to 31st March 2026.
- b) **To receive and note expenditure against budget for the year to date.**
The Council noted this report.
- c) **To resolve to make the payments shown on the schedule.**
RESOLVED: It was unanimously agreed to approve the payments as per the below. The Council noted the payments that already had been made.



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

Payee	Description	£	Power to pay
Peninsula Pensions	Pension Contributions March	96.83	Local Government Act 1972, s.111
Unity Trust Bank	Bank service charge March	7.00	
A Johnson	Salary - March	243.22	
J Turner	Locum charges	1000.00	
Garden Care & Creation	Ground maintenance - March	576.00	Open Spaces Act 1906, ss.9-10
Roadwater Youth Club	Donation	2,500.00	Local Government (Miscellaneous Provisions) Act 1976, s.19
Washford Memorial Hall	Hall hire	125.00	Local Government Act 1972, s.111

Payments to be authorised

Payee	Description	£	Power to pay
A Johnson	Overtime	68.34	Local Government Act 1972, s.111
R Young	Internal Audit fee	50.00	Local Government Act 1972, s.111
Redlynch	Play equipment	16,800.00	Open Spaces Act 1906, ss.9-10

Total payments to be authorised: £16,918.34

- d) **To note the closure of Citizen’s Advice, West Somerset and consider whether to request a return of grant funding.**
RESOLVED: It was unanimously agreed to not request the return of the £250.
- e) **To approve the Year End Accounts 2025/26.**
RESOLVED: It was unanimously agreed to approve the accounts.
- f) **To receive the report from the Internal Auditor.**
The Council noted the report. It was noted that the wrong financial year was on the letter of audit.
- g) **To note the Internal Audit section of the Annual Governance and Accountability Return.**
This was noted by the Council.
- h) **To consider and agree the Annual Governance Statement and authorise the Chair to sign.**
RESOLVED: It was unanimously agreed to give positive assurances to all assertions. This was duly signed by the Chair.
- i) **To consider and agree the Accounting Statement and authorise the Chair to sign.**
RESOLVED: It was unanimously agreed to approve the accounting statement. This was duly signed by the Chair.
- j) **To consider and agree the Notice of Public Rights.**
RESOLVED: It was unanimously agreed to approve the Notice of Public Rights.

301/26 **Parish Plan: to review progress and agree any actions (Cllr Dutton)**
Cllr Dutton provided an update on this item. There was an issue with the spreadsheet that the Clerk will investigate. The Council noted that positive progress had been made on the current plan and a meeting would be arranged for after the Annual Meeting to review the progress.

302/26 **Highways: To note any updates on this matter.**
Cllr D’Ath raised some issues with the developments on Huish Lane. He will send the Clerk and Cllr Strom the information.



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303/26 **Washford Recreation Ground**

- a) **To consider any quotations for the CCTV for the recreation ground.**

This item was deferred.

304/26 **Speed Indicator Device (SID):**

- a) **To consider and approve the proposed Memorandum of Understanding (MoU) and associated documentation, including authorising its signing and adoption of a formal application process for future requests.**

RESOLVED: It was unanimously agreed to approve the Memorandum of Understanding.

- b) **To consider the costs relating to the installation of the new SID at Washford Station.**

The Council had not received any quotations for this but will pursue some further quotations. The Chair confirmed that she had contacted CJ Lynch who were suitably qualified. The Clerk will send them the details. It was agreed to check with other neighboring Council's to see if any resource can be shared to assist the Council. The Council will look into training opportunities for members to become 'Chapter Eight' trained for continuity purposes. Ian Aldridge at Willington Parish Council could be able to assist and the Clerk will look into this.

- c) **To consider the SID Proposal from Richard Hughes.**

The Chair invited Richard Hughes to speak to the meeting. Richard spoke on his proposals and the feedback from the residents in Old Cleeve. It was noted that there was no current budget for this but there were adequate Earmarked Reserves for community enhancements. It was noted that there was no current site agreed by Highways for this SID.

RESOLVED: It was agreed by a majority with four abstentions to agree this proposal in principle subject to permission from highways, funding and quotations being sourced.

- d) **To consider the SID Proposal from Cllr M Smith.**

The Chair invited Cllr Smith to speak on this proposal. Cllr Smith spoke on her proposal and information that had been gathered for a SID in Chapel Cleeve. It was noted that there was no current budget for this but there were adequate Earmarked Reserves for community enhancements. It was noted that there was no current site agreed by Highways for this SID.

RESOLVED: It was agreed by a majority with four abstentions to agree this proposal in principle subject to permission from highways, funding and quotations being sourced.

The Chair confirmed that it would be good to find a location in Roadwater for a SID in the future. The Vice-Chair confirmed that the locations can be added to the Memorandum of Understanding.

305/26 **Environment Committee:**

- a) **To receive an update on an ecology survey provider for Puthills Copse.**

The quotation had been received just prior to the meeting starting and came in at £500 for two days work. The Locum Clerk will seek to agree this under delegated authority. Cllr Gaskin has a contact of an Ecology and Environment student who can undertake the ecology survey as part of their research. Cllr Gaskin will make the enquiries.



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The Chair confirmed that she was in contact with the Wildlife Trust around a site visit. The Chair also confirmed that the Council has not heard from Amicus Law regarding the outstanding legal matter, despite the amount of chasing, and the Council may now be in a position to agree the legal documents. However, it was noted that there had not been much advice from the Solicitor in regards to the covenants. It was noted that the Council should press ahead with the eco-survey prior to signing anything.

With regards to the land At Belle Vue, the Chair has requested the Clerk look into the road surfacing issues. It was noted that the Council were not being chased to sign anything as of yet for this land.

306/26 **To receive the quotation report and proposal for the Multi-Use Games Area.**

a) **To consider the quotation report and proposal for the MUGA.**

The Council considered the report which had been done from the tender exercise with the three preferred contractors agreed at the previous meeting. Three quotations had been received and presented to the Council. The Council already had received £7,500 for these works with a further £5000 being considered in grant applications. It was noted that the Council had plenty of reserves to be able to fund this project.

RESOLVED: It was unanimously agreed to approve the below recommendations:

- 1) Approve the quotation from Chiltern Sports Contractors Ltd for £32,683, with a 10% contingency of £3,268.
- 2) Request Cllr Phil Gannon to review the supplier's proposed schedule and methodology.
- 3) Authorise the Clerk, following that review, to place the order in order to meet Summer 2026 delivery requirements.

b) **To approve for the RFO to send off the grant application to Hinkley Point for the MUGA.**

Cllr Gaskin declared his interest.

RESOLVED: It was agreed by a majority, with one abstention, to send off the grant application for £10,000.

307/26 **To consider a proposal to provide a temporary football pitch on the recreation ground during the summer holidays, including liaison with the school and local football club, for which permission has already been granted by the school.**

Cllr D'Ath spoke on this item. A resident of Washford wants to mark out a small football pitch on the recreation ground and there would be no work involved for the Parish Council. The resident had requested for the nets to be left up. The Council raised no objections.

308/26 **To consider the Parish Council's response to the Somerset Bus Partnership's email regarding an additional stop on the existing route 28 service.**

The Council noted that this situation had been resolved and additional bus route had been added. The Chair confirmed that she would invite the Bus Champion to the Annual Assembly.

309/26 **Reports for information only – no decisions to be made**

a) **To note the Clerk's Report**

The report was noted.



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b) To note the agenda for the Annual Assembly of Parishioners which will be held on Wednesday 13th May 2026 at Washford Village Hall.

This was noted as a draft agenda.

c) To note the Wessex Water repairs in Old Cleeve.

This was noted and the Locum Clerk will add to the website.

Items for future agendas.

301/26 No items were received at the meeting.

To set a date for the next meeting of the Finance Committee.

302/26 It was agreed to fix a date after this meeting to arrange a date for this meeting.

To note that the Annual Meeting of Old Cleeve Parish Council will be held on Monday 18th May 2026 at 7pm.

303/26 This was noted by the Council. The Locum Clerk will circulate a list of all committees and memberships prior to the meeting.

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.

304/26 **RESOLVED:** It was unanimously agreed to exclude the public and press for the below agenda items.

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

305/26 The Council noted an update. The costs of placing a press advert were very prohibitive for the Parish Council. The Council expressed their thanks to the Locum Clerk and agreed to continue with the current arrangement.

To agree the contract continuation of the Responsible Financial Officer from April 2026.

306/26 **RESOLVED:** It was unanimously agreed to approve the contract continuation.

The meeting was closed by the Chair at 20:50.

Signed.....

Dated: