

# OLD CLEEVE PARISH COUNCIL



MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL HELD ON 18th May  
2026 at 7PM

AT LYSAGHT VILLAGE HALL, OLD CLEEVE.

<b>Present:</b>	<b>Cllr Stabb (Chairman)</b>	Yes	<b>Cllr Gaskin</b>	No
	<b>Cllr De'Ath (Vice-Chairman)</b>	Yes	<b>Cllr Johnson-Smith</b>	Yes
	<b>Cllr Short</b>	Yes	<b>Cllr Olivier</b>	Yes
	<b>Cllr Cridland</b>	Yes	<b>Cllr Baker</b>	Yes
	<b>Cllr Dutton</b>	Yes	<b>Cllr Smith</b>	Yes
	<b>Cllr Strom</b>	Yes	<b>Cllr Eggar</b>	Yes
	<b>Cllr Gannon</b>	Apologies	<b>Cllr Buckle</b>	Yes
<b>In attendance:</b>	No members of the public.			

## Minute

- 1/26 **Election of Chairman and receipt of the Chairman's Declaration of Acceptance of Office**  
The Council considered nominations for Chairman for the 2026/27 civic year.  
**RESOLVED:** It was unanimously agreed to elect Cllr Judith Stabb as Chairman of the Parish Council.  
The Chairman signed the Declaration of Acceptance of Office.
- 2/26 **Election of Vice Chairman.**  
The Council considered nominations for Vice-Chairman for the 2026/27 civic year.  
**RESOLVED:** It was unanimously agreed to elect Cllr Mick De'Ath as Vice-Chairman of the Parish Council.
- 3/26 **To note apologies for absence and approve reason, where appropriate.**  
The Council noted apologies from Cllr Gannon. Cllr Gaskin was not present.
- 4/26 **Declarations of Interest/Dispensations in respect of matters on the agenda at this meeting.**  
No declarations of interest or dispensations were received.
- 5/26 **To sign as a correct record the minutes of the meetings held on 20th April 2026.**  
**RESOLVED:** It was unanimously agreed to approve the minutes of the meeting held on 20th April 2026 as a true and accurate record.  
  
The Chairman advised that Cllr Olivier is now a Washford councillor, filling the seat formerly held by Cllr Scofield.  
  
For information, it was noted that Carhampton Parish Council has objected to the removal of the phone box at Blue Anchor.
- 6/26 **Public Participation**  
No members of the public were present and no questions or comments were received.
- 7/26 **Planning: To agree a response to the following Planning Application(s):**  
a) **To consider any planning applications after the agenda has been issued.**  
**EXM/26/111/HH - Sticklepath Cottage, Nettlecombe.**  
The Council considered the application.  
**RESOLVED:** It was unanimously agreed to support this planning application.
- 8/26 **Committees and working groups**  
The Council reviewed the existing terms of reference for the Complaints Committee, Finance Committee, Personnel Committee, Environment Working Group and Asset Working Group.

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**RESOLVED:** It was unanimously agreed that the terms of reference for the existing committees and working groups would remain unchanged.

**a) Appointment of Councillors to the above Committees and working groups.**

**RESOLVED:** It was agreed that Cllr Strom would join the Personnel Committee. The working groups would remain as currently constituted, with new members and others encouraged to become involved.

**b) To arrange meeting dates for the Finance Committee for the 2026-2027 Civic Year.**

**RESOLVED:** It was agreed to hold quarterly Finance Committee meetings, starting in June 2026. The June meeting would be open to all councillors to receive training and information on budget preparation and monitoring. It was suggested that Andrea Johnson be invited for one hour to provide advice and training. Following this, councillors would be better placed to assess whether they wished to join the Committee and/or form part of a budget working party.

The Chairman and Clerk will liaise with Andrea Johnson and Cllr De'Ath to arrange an evening meeting, potentially on 15th June prior to Council. Proposed: Cllr Stabb, seconded: Cllr Cridland.

9/26 **Appointment of Representative to Outside Bodies**

**a) Sydenham Charity**

**RESOLVED:** It was agreed to appoint Cllr Louise Baker as the Parish Council representative to the Sydenham Charity. It was noted that Ian Duncan remains a Trustee.

**b) Local Community Network**

**RESOLVED:** It was agreed to appoint Cllr Stabb and Cllr De'Ath as the Parish Council representatives to the Local Community Network. It was noted that Cllr Strom also attends as a Somerset Councillor.

10/26 **Meetings: To determine the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.**

**RESOLVED:** It was agreed to approve the meeting dates, subject to the December meeting being changed to 14th December 2026. The Clerk will book the meeting venues and arrange payment.

11/26 **Policies and plans: to agree the schedule for reviewing policies and plans**

**a) To re-adopt Standing Orders on an annual basis.**

**b) To re-adopt Financial Regulations on an annual basis.**

**RESOLVED:** It was agreed to re-adopt the Standing Orders and Financial Regulations for the 2026/27 civic year, subject to the usual annual review schedule.

12/26 **Finance**

**a) Bank Reconciliation: to receive and note the bank reconciliation statement of 30th April 2026.**

The Council received and noted the bank reconciliation to 30th April 2026.

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

The Council noted the expenditure against budget report.

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

**RESOLVED:** It was unanimously agreed to approve the payments presented.

**d) To consider a grant application received from Old Cleeve Orchard.**

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**RESOLVED:** It was agreed to write to the Orchard Committee to advise that the Council could not consider the application as presented, as it did not meet the published grant criteria and there appeared to be significant unallocated reserves. The Council congratulated the Orchard on its award of nearly £20,000 from the National Lottery.

**e) To consider a grant application from South Coast Waves Cheerleading team.**

**RESOLVED:** It was agreed to award a grant of £500 to South Coast Waves Cheerleading team to enable young people to take part in an international contest.

**f) To consider the costs for Councillor training.**

The Council noted training costs of £25 per councillor for courses run by SALC. **RESOLVED:** It was agreed that all councillors would benefit from further training on planning issues, especially given the changes to the National Planning Framework and the proposed new Local Plan. The Clerk will investigate courses offered and Cllr Strom will invite the County Lead Member for Planning and/or a planning officer to arrange a session.

**g) To consider quotations for a replacement bench in Old Cleeve.**

Cllr Stabb reported the need for a replacement bench at Old Cleeve, with initial quotes in the region of £650 for a composite bench. Cllr Stabb will seek three quotations. Cllr Strom will ask Minehead Town Council for the name of the supplier of its recently installed benches.

13/26 **Parish Plan: to review progress and agree any actions (Cllr Dutton)**

Cllr Dutton reported that he is now able to access the spreadsheet. The Council considered that a number of items were near completion, but that it would not be appropriate to add further items at this stage as some substantial projects remain ongoing.

14/26 **Highways: To note any updates on this matter.**

Cllr Strom reported on the B3191 bid that Somerset Council will be preparing. The Highways LCN planned for 19th May will focus on improving communications and consultation between the County and the parishes.

It was noted that the A39 at Washford is due to be resurfaced in the autumn and that this will involve night-time closures. The importance of ensuring emergency vehicle access was highlighted.

A new sign has been ordered for Woodadvent Lane warning that it is unsuitable for lorries.

The Council noted that Somerset Council is investigating issues with wig-wag signs at Washford School, as similar problems have arisen elsewhere.

Cllr Stabb reported resident concern relating to damage at Bilbrook Ford.

15/26 **Washford Recreation Ground**

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

Following discussion of the options and the desirability or otherwise of CCTV surveillance, it was agreed to defer a decision until later in the summer to see whether vandalism becomes a problem. It was also agreed to erect a sign explaining that the new equipment was costly, had been grant-aided, and asking for it to be respected.

**b) To receive an update on the MUGA project.**

The Council noted that the preferred supplier has declined the contract due to other work. As the timeframe for the works is limited, it is proposed to instruct the second supplier on the list. There are still issues to resolve around water supply.

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Cllr De'Ath confirmed that the new surface would be water permeable, while recognising that flooding in the area will continue to be an occasional issue. The play area would remain accessible.

Local residents will need to be informed of the works, as there will be traffic movements.

**c) To approve the contractor for the MUGA project, as the preferred contractor was unable to deliver the project.**

**RESOLVED:** It was agreed to appoint Courtstall Ltd to carry out the MUGA refurbishments at a cost of £36,935.

16/26 **Speed Indicator Device (SID): To consider any updates in relation to this matter.**

Locations in Old Cleeve and Chapel Cleeve have been agreed with Somerset Highways. Two new poles and solar-powered SIDs are to be installed on 1st June 2026. The existing SID will be relocated to Roadwater. Cllr Eggar will supply suitable pole locations to Cllr De'Ath for agreement.

Cllr Stabb reported the offer from a Bilbrook resident to fully fund a SID for the A39, to be located on the entry to the village from Minehead. Cllr De'Ath will investigate potential locations.

**RESOLVED:** It was agreed to accept the generous offer.

17/26 **Environment Committee:**

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

The Council noted that the ecology survey will be carried out this week.

**b) To receive an update on the Land at Belle Vue Play Area in Washford.**

The Council noted that Somerset Council has been unable to resolve the issue of the access track. As it is critical that the Council has a right of access to the site, it cannot continue until this is resolved. Cllr Strom will raise this with Somerset Council legal officers.

**c) To note that the contract for Puthills has now been signed by the Chair and Vice-Chair.**

The Council noted that the Chair and Vice-Chair have signed the contract and it is with the solicitor for completion.

A tree condition survey will be required and the Clerk will contact the surveyor who dealt with the recreation ground trees.

**RESOLVED:** It was agreed that a suitably worded warning sign be erected at the entrance of Puthills advising caution and requesting respect for the environment.

Land Survey: The Council noted that the original instruction to survey both Puthills and Bellevue had been held in abeyance due to the ill-health of the surveyor. Following discussions, it was confirmed that considerable site clearance would be required to proceed with either survey.

**RESOLVED:** It was agreed not to proceed at this time. Desk studies have already been undertaken and it was agreed to reimburse the surveyor's costs of £300 for this work.

18/26 **Old Cleeve Parish Assembly.**

The Council considered items raised by residents at the Parish Assembly that required attention or action by the Parish Council:

Fire risk from steam trains on West Somerset Railway

**RESOLVED:** It was agreed to review the Fire Risk Assessment produced by the Parish Council last year and to raise concerns with West Somerset Railway. Cllr Stabb will provide contact details to the Clerk.

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Direct bus service for Musgrove Hospital: Cllr Strom will enquire further.

Footpath issues with the new Tregenna site: It was noted that Cllr Gannon has spoken with the residents concerned.

New Tregenna development at Huish Gardens: concerns were raised around working practices, road safety generally and, in particular, the safety of children playing. A site meeting has taken place involving Cllr Strom, Cllr De’Ath and others, and there has been correspondence.

**RESOLVED:** It was agreed that the Council will write a formal letter expressing its concerns.

19/26 **Reports for information only – no decisions to be made**

**a) To note the Clerk’s Report.**

The Clerk’s Report was noted.

**b) To note the Sydenham Charity Report.**

Cllr Baker gave a report from the Sydenham Trust, which is attached to these minutes. The Trust is seeking new Trustees to enable it to update its constitution and consider forward plans.

**c) Somerset Local Plan timetable.**

The Council noted that the Somerset Local Plan timetable has been published. Councillors were encouraged to sign up online for updates.

The Council also noted the County Councillor update. It was noted that the National Emergency Briefing Film, a public information film regarding the consequences of climate and nature breakdown in the UK, can be downloaded and is designed for community screening. Roadwater Village Hall was identified as a suitable venue as it has screen facilities. Cllr Eggar will investigate potential dates and the Clerk will register the Council’s interest in the event: [www.Nebriefing.org/host-the-film](http://www.Nebriefing.org/host-the-film).

20/26 **Items for future agendas.**

The following items were identified for future agendas: County Councillor’s Report; Ecology Survey for Puthills; Bellevue update; Fire Risk Assessment for Washford Recreation Ground; and MUGA.

21/26 **Date of next meeting.**

The date of the next ordinary meeting will be confirmed in accordance with the approved meeting schedule.

There being no other business, the meeting was closed by the Chair at 8.35pm.

Signed.....

Dated: