



# OLD CLEEVE PARISH COUNCIL

## NOTICE OF THE NEXT COUNCIL MEETING

**Wednesday 10<sup>th</sup> June 2026**

**Members of Old Cleeve Parish Council**, you are hereby summoned to a meeting to be held at 7.00pm on Monday 15<sup>th</sup> June 2026 at Washford Memorial Hall to transact the business on this agenda. If you are not able to attend, please advise the Clerk.

Jack Turner

Locum Parish Clerk | [clerk@oldcleeveparishcouncil.gov.uk](mailto: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 18<sup>th</sup> May 2026**
- 4. Public Participation**
- 5. Somerset Councillor: To note the report from Cllr Strom (Somerset Council)**
- 6. Planning:** To agree a response to the following Planning Application(s):
  - a) 3/26/26/008 on Land adjacent to The Smugglers, Blue Anchor Road, Carhampton, TA24 6JS.
  - b) EXM/26/120/HH Woodside, Roadwater Road, Roadwater, Watchet, TA23 0RG.
  - c) To consider any planning applications after the agenda has been issued.
- 7. Finance**
  - a) Bank Reconciliation: to receive and note the bank reconciliation statement of 31<sup>st</sup> May 2026.
  - b) To receive and note expenditure against budget for the year to date.
  - c) To resolve to make the payments shown on the schedule.
  - d) To consider the costs for Councillor training.
  - e) To consider the quotations for a replacement bench in Old Cleeve.
  - f) To consider the quotation for the tree condition survey for Puthills Copse.
  - g) To consider the quotation report for a picnic bench at Belle Vue play area.
  - h) To consider the quotation for a 'at your own risk' sign at Puthills Copse.
  - i) To receive a grant application from Roadwater Cricket Club.
- 8. Parish Plan:** to **review** progress and **agree** any actions (Cllr Dutton)
- 9. Highways:** To note any updates on this matter.
  - a) To consider parking issue in Roadwater.
- 10. Washford Recreation Ground**
  - a) To receive an update on the MUGA project.
  - b) To consider any actions required for the practicalities of the MUGA project.
  - c) To receive correspondence from a resident regarding the dog waste bin.
- 11. Speed Indicator Device (SID) and road safety matters.**
  - a) To consider any updates in relation to the installation of new SID's.
  - b) To discuss possible speed reducing measures at The White Horse Inn, Washford.



## OLD CLEEVE PARISH COUNCIL NOTICE OF THE NEXT COUNCIL MEETING

### **12. Environment Committee:**

- a) To receive the ecology survey for Puthills Copse.
- b) To set a date for the next meeting of the Environment Committee to discuss the Ecology Survey.
- c) To receive an update on the Land at Belle Vue Play Area in Washford.
- d) To consider the License Agreement in relation to the school playing field.
- e) To consider the concerns raised around feeding corvids and seagulls.
- f) To note the felling of four protected sycamore trees at 74 Cleeve Park.
- g) To consider the formal concern relating Fire Risk Management and Safety Oversight – Steam Railway (Somerset).

### **13. Reports for information only – no decisions to be made**

- a) To note the Clerk's Report.
- b) To note the date of the Finance Training for all Councillors.
- c) To receive an update on the situation with Tregenna.

### **14. Items for future agendas.**

### **15. To note that the next meeting of Old Cleeve Parish Council will be held on Monday 20<sup>th</sup> July 2026 at Roadwater Village Hall at 7pm.**

# 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.

# 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.

**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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2026 at 7PM

AT LYSAGHT VILLAGE HALL, OLD CLEEVE.

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:



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

04 June 2026 (2026-2027)

**Administration & Technology**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
4	Homeworking allowance	-1.00		1.00	312.00		312.00	313.00 (100%)
7	Insurance				850.00		850.00	850.00 (100%)
8	Member Subscriptions				210.00	25.00	185.00	185.00 (88%)
9	Election fees				1,250.00		1,250.00	1,250.00 (100%)
10	Audit fees				400.00	50.00	350.00	350.00 (87%)
11	Training				1,300.00	100.00	1,200.00	1,200.00 (92%)
14	Hall hire				315.00	125.00	190.00	190.00 (60%)
41	Expenses				150.00		150.00	150.00 (100%)
47	Defibrillator Consumables				500.00		500.00	500.00 (100%)
48	Bank service charge				75.60	14.00	61.60	61.60 (81%)
51	Personnel Costs				19,592.00	2,424.28	17,167.72	17,167.72 (87%)
52	Administration and Technology				1,260.00		1,260.00	1,260.00 (100%)
55	Freedom of the Parish Award co:							(N/A)
<b>SUB TOTAL</b>		<b>-1.00</b>		<b>1.00</b>	<b>26,214.60</b>	<b>2,738.28</b>	<b>23,476.32</b>	<b>23,477.32 (89%)</b>

**Assets: maintenance**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
18	Bus shelter cleaning and mainter				825.00	250.00	575.00	575.00 (69%)
32	War Memorial				100.00		100.00	100.00 (100%)
35	Sand Stores and Sheds				100.00		100.00	100.00 (100%)
40	Grounds Maintenance				5,000.00	800.00	4,200.00	4,200.00 (84%)
57	Emergency Blood Kits							(N/A)
58	Noticeboards							(N/A)
59	Speed Indicator Device				250.00		250.00	250.00 (100%)
60	Defibrillator							(N/A)
<b>SUB TOTAL</b>					<b>6,275.00</b>	<b>1,050.00</b>	<b>5,225.00</b>	<b>5,225.00 (83%)</b>

**Capital funds**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
27	Washford Recreational Ground &		-32,809.78	-32,809.78	2,000.00		2,000.00	-30,809.78 (-1540%)
28	Bus shelter replacement				2,500.00		2,500.00	2,500.00 (100%)
29	Reserves							(N/A)
33	Defibrillator							(N/A)
56	Puthills Copse		-33,367.50	-33,367.50				-33,367.50 (N/A)
62	Community Facilities Reserved F		66,177.28	66,177.28		14,199.24	-14,199.24	51,978.04 (N/A)
<b>SUB TOTAL</b>					<b>4,500.00</b>	<b>14,199.24</b>	<b>-9,699.24</b>	<b>-9,699.24 (-215%)</b>

**Community facilities support**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend

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

04 June 2026 (2026-2027)

53	Roadwater Yoth Club - recreator	2,500.00	2,500.00	2,500.00 (100%)
61	20MPH Washford	2,500.00	2,500.00	2,500.00 (100%)
<b>SUB TOTAL</b>		<b>5,000.00</b>	<b>5,000.00</b>	<b>5,000.00 (100%)</b>

**Donations**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
25	Donations fund				4,000.00		4,000.00	4,000.00 (100%)
26	Blue Anchor Toilets				6,000.00	1,000.00	5,000.00	5,000.00 (83%)
<b>SUB TOTAL</b>					<b>10,000.00</b>	<b>1,000.00</b>	<b>9,000.00</b>	<b>9,000.00 (90%)</b>

**Income**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
12	Precept	50,973.00	25,486.50	-25,486.50				-25,486.50 (-50%)
30	Interest	599.00		-599.00				-599.00 (-100%)
34	VAT reclaim							(N/A)
44	HMRC refund							(N/A)
63	Grant Funding		7,500.00	7,500.00				7,500.00 (N/A)
<b>SUB TOTAL</b>		<b>51,572.00</b>	<b>32,986.50</b>	<b>-18,585.50</b>				<b>-18,585.50 (-36%)</b>

**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)
<b>SUB TOTAL</b>								<b>(N/A)</b>

**Summary**

<b>NET TOTAL</b>	<b>51,571.00</b>	<b>32,986.50</b>	<b>-18,584.50</b>	<b>51,989.60</b>	<b>18,987.52</b>	<b>33,002.08</b>	<b>14,417.58</b>
V.A.T.		3,323.92			2,999.84		
<b>GROSS TOTAL</b>		<b>36,310.42</b>			<b>21,987.36</b>		



## OLD CLEEVE PARISH COUNCIL

### Schedule of Payments

#### Payments made pursuant to contractual obligations and to be verified

Payee	Description	£	Power to pay
Tyron Barrett	Bus shelter cleaning	250.00	Local Government (Miscellaneous Provisions) Act 1953, s.4
SALC	Councillor training – 4 sessions	100.00	Local Government Act 1972, s.112
Andrea Johnson	RFO salary - May	137.95	Local Government Act 1972, s.112
Peninsula Pensions	Pension payment – May	32.28	Local Government Act 1972, s.112
Jack Turner	Clerk's salary - May	800.00	Local Government Act 1972, s.112
South Coast Waves	Donation	500.00	

#### Transfers from earmarked funds to support payments

From	To	Description	£
Community Facilities reserve	Current a/c	SID x 2	5495.98
Community Facilities reserve	Current a/c	SID poles x 2	239.08
Community Facilities reserve	Current a/c	Survey - Puthills Copse	360.00
Community Facilities reserve	Current a/c	SID installation x 3	387.00
Community Facilities reserve	Current a/c	Deposit – MUGA resurfacing	11,188.50
<b>TOTAL</b>			<b>17,670.56</b>



## OLD CLEEVE PARISH COUNCIL

### Payments to be authorised 15 June 2026

Payee	Description	£	Power to pay
Exmoor Society	Annual membership fee	25.00	Local Government Act 1972, s.112
Elan City	SID x 2	5,495.98	Road Traffic Regulation Act 1984, s.72
Garden Care & Creation	May account	600.00	Open Spaces Act 1906, ss.9-10
Independent Surveys	Puthills Copse	360.00	Open Spaces Act 1906, s.9
Cllr M De'Ath	SID poles x 2	239.08	Road Traffic Regulation Act 1984, s.72
JPC-DESIGN	Website maintenance	40.00	Local Government Act 1972, s.112
Nichols Facilities Management	SID installation x 3	387.00	Road Traffic Regulation Act 1984, s.72
Dan Stone Accountancy	Payroll Services	378.00	Local Government Act 1972, s.112
Courtsall Services Ltd	Deposit – MUGA resurfacing	11,188.50	Local Government (Miscellaneous Provisions) Act 1976, s.19
Clear Councils	Insurance Premium	883.71	Local Government Act 1972, s.112

**Total payments to be authorised: £19,597.27**

## SJM Tree Services

Sam Manaton  
Poole Farm, Ash Thomas  
EX16 4NS  
+07411941258  
s.j.manaton@gmail.com  
www.sjmtree.services  
VAT Registration No.: 387516361



## Quotation

ADDRESS  
Clerk to Old Cleeve Parish Council

QUOTATION 1427  
DATE 04/06/2026

DATE	DESCRIPTION	VAT	QTY	RATE	AMOUNT
	<ul style="list-style-type: none"><li>• Carry out a tree condition survey at land identified at Puthills.</li><li>• Carry out a risk assessment of any hazardous trees identified using the QTRA method.</li><li>• Advice on any arboricultural works required to mitigate the risks to an acceptable level.</li><li>• Provide a written report.</li><li>• Produce a tree location maps of trees identified.</li></ul>	20.0% S	1	580.00	580.00

SUBTOTAL 580.00

VAT TOTAL 116.00

TOTAL **£696.00**

### VAT SUMMARY

RATE	VAT	NET
VAT @ 20%	116.00	580.00

Accepted By

Accepted Date

SJM Tree Services is a professional arboricultural company owned by Sam Manaton. We hold £5 million public liability insurance and £10 million employer's liability insurance.

All work is carried out by experienced and NTPC qualified staff to British Standard 3998:2010 Tree Work Recommendations.

Please note this quote is subject to our terms and conditions.

# **Proposal for the Purchase of a Picnic Bench at Belle Vue Play Area**

**Proposal Submitted To:** Old Cleeve Parish Council

**Proposal Submitted By:** Cllr Laura Short

**Date:** 6<sup>th</sup> June 2026

## **Purpose of Proposal**

This proposal requests that the Parish Council consider the purchase of a picnic bench for use at the Belle Vue Play Area to improve facilities for local families and other visitors using the space.

## **Background**

Belle Vue Play Area as we know is unfortunately an under used site. I understand and appreciate we are doing our best to resolve the access dispute and purchase the play area, but this looks like it will take some time. When I have spoken with local residents regarding what they would like to see in the play area, picnic benches keep being mentioned. As we are entering the summer season, I feel purchasing a picnic bench for the play area could be relatively low cost but hugely valuable for the local families to encourage use of the area.

## **Benefits of Installing a Picnic Bench**

The proposed picnic bench would provide several benefits:

- Encourage greater use of the area as a social and community space.
- Provide opportunities for families to enjoy picnics and outdoor activities together.
- Enhance the overall appearance and usability of the area.
- Encourage families to get outdoors more.

## **Disadvantages**

- Possibility of bench being subject to vandalism.

## **Financial Considerations**

Please see quotes for a standard picnic bench:

- [8 Seater Picnic Bench 217 - 6ft Benches, Pressure Treated](#) (£249.00) Online purchase to be assembled on delivery.
- £225.00, Chris Moss, local man. Benches made to order, advertised on Facebook. His benches can be seen at the pub in Stogumber.
- Andy Nicholas, local builder within our parish has kindly offered to make us a bench if we cover the cost of the materials. His benches can be seen at The White Horse Inn, Washford. £110.00

## **Recommendation**

It is recommended that the Parish Council:

1. Consider the purchase and installation of a picnic bench at Belle Vue Play Area.
2. Consider the quotes provided and decide which supplier to use.



# Old Cleeve Parish Council

**Future sustainability plans:** The cricket club has been resident at the Rec for over 150 years the club is in a healthy state with two league teams, we support youth and childrens engagements including sessions of "kids cricket" on a Friday evening through the season, which is extremely well attended. Our accounts show we are a sustainable organisation with sufficient funds in reserve to meet our ongoing commitments

**OCPC requires that any donation made will be referenced or promoted within any publications or other media. Please indicate how this will happen:**

we will promote this through local news outlets and our club WhatsApp and Facebook pages and through the WSC league should this be requested by OCPC

**Additional notes or information to support request:**

We have, for a number of years, received £400 from OCPC towards the ongoing maintenance of a programme of grounds maintenance which we volunteer to do. We are happy to continue to do this for the parish / village hall trust as it is of benefit to the league teams as well as the other two teams that regularly use the grounds, and all the recreational users of the grounds and play area, though the costs to the club have inevitably risen. Last year we received £400 from Old Cleeve Parish in recognition of this work and £500 towards the replacement costs of the large mower, which we really appreciated. As a club we feel well supported by the Parish Council

**Signed (applicant):**



**Dated:**

10/06/2026

For OCPC Use:

**Agreed (Y/N insert meeting date and reasons):**

**Signed (proposer):**

**Dated:**

**Signed (seconder):**

**Dated:**

# Initial Ecological Appraisal

Client

Old Cleave Parish Council

Location

Puthill's Copse

Grid Reference ST0440

Date of Survey: 21<sup>st</sup> May 2026

Prepared by Graham Boswell ACIEEM BSc BA

## Summary

A ecological survey was undertaken of the site on 21<sup>st</sup> May 2026. Weather conditions were good for this type of survey. A walk-over survey was undertaken of most of the site, a section of the site was not accessible due to dense vegetation and restricted access. The site is mostly woodland, the best fit according to UKHab classification is (w1f) Lowland Mixed Deciduous Woodland. There is one area of grassland with a best UKHab fit of (g3c) Other Neutral Grassland. There is a veteran Oak tree within the woodland and one large glade, both not accessible for a full investigation. No protected species were found on the site, there is evidence of protected species moving through the site. The adjacent woodland to the South West has many protected species. It is well known that a large number of protected species, especially Birds, Bats & Mammals pass through the site.

## Terms of Reference

Undertake a baseline ecological survey using UKHab methodology to establish the ecological value of the site, the potential for ecological enhancement and opportunities for public access.

## Site Location

The site is South and adjacent to the village Washford Grid reference ST 0486 4093, and about two thirds of a hectare in size. The underlying geology is Permian Sandstone; the land use to the North and North West is Urban housing with mature gardens to the east is scrub, to the south is grassland and to the South East is a mature Oak/Ash woodland of high conservation value. The Washford river runs 50 meters West of the site. The surrounding land use is mostly arable with some grassland and a few wooded areas there are many hedgerows connecting the above habitats..

## Methodology

A desk-top survey was undertaken to establish if other surveys have been undertaken in the area. The DEFRA magic map was consulted.

A walkover survey was conducted, plant species were identified on-site to establish the habitat type within the UKHab classification scheme. Major groups of other organisms were identified to a level suitable for this type of survey. Special attention was paid to the site and sings of Birds, Bats and other Mammals or any other protected or iconic species.

Tall trees were assessed for their general condition, special attention was paid to Ash *Fraxinus excelsior* because of the prevalence of Ash Dieback *Hymenoscyphus fraxineus*.

Bird sittings and sounds were identified by direct observation and using the Merlin Bird ID App.

## Results

The woodland is w1f (UKHab code) Lowland Mixed Deciduous Woodland, it does not fit this category exactly because it is in an immature stage (Image 1 & 4). There are 3 layers to the woodland, a tree layer, a shrub layer and ground layer plus some standing and fallen dead wood. The most abundant tree is Field Maple *Acer campestris*, there are also good stands of Hazel *Corylus avellana* much of which is coppice, some Ash, a small number of young Oak *Quercus petraea*, Sycamore *Acer pseudoplatanus* and a couple of Apple trees *Malus* sp.

The shrub layer comprises many regenerating trees from the above list plus a small number of Hawthorn *Crataegus monogyna* & Elder *Sambucus nigra*.

The field layer is made up of common early successional species of woodlands, for a full list see table 1 in the Appendix. Some areas of the field layer are dominated by Nettle *Urtica dioica*. Ivey *Hedera helix* and Bramble *Rubus fruticosus* agg.

There is an excellent ancient Oak at ST 04859 40866, Image 2, this tree is close to the Southern boundary where access is too difficult to give it a proper inspection, access will be much easier outside of the growing season.

There is a good covering of Epiphytes on some of the trees within the woodland. For a full list of the Lichens see Table 2 in the Appendix. The most dominant Bryophyte is *Frustraria dilatata* a common Liverwort in the South West of the UK.

The small area of 'Neutral Grassland' see image 3 is 'weedy' with lots of Nettles; it also contains species associated with woodlands.

There is evidence that Mammals frequent the site; a 'Badger run' *Meles meles* is present, a Badger set was not found on the site. Rabbit droppings are frequent, Deer droppings were present at one location.

No Birds nest were found on the site, ten Bird species were identified by sound or sight within or adjacent to the site, including Chiffchaff *Phylloscopus collybita* and Blackcap *Sylvia atricapilla* for a full list of Bird species identified see Table 3 in the appendix.

No reptiles or amphibians were found on the day of the survey, it is likely that these groups are present on the site.

Arthropods were abundant and far too numerous to list for a baseline survey. Major groups identified included; Flies, Beetles, day flying Moths, Butterflies, Bee's, Spiders, Chilopoda (Centipedes), Diplopoda (Millipedes), Isopoda (Woodlice), Acarina (Ticks & Mites). Clearly groups such as Micro-Fungi & Bacteria are in great abundance but very difficult to identify and outside the remit of this survey.

No invasive species were recorded on the site.

## Constraints

The survey was undertaken in daylight hours of one day, nature is active 24/7 hence ecological activities might have been missed. Some species are time specific within a 24 hour period or seasonally hence may not have been recorded unless their signs were obvious.

## Interpretation & Recommendations

There is no public access to the woodland at present, there is a well established and well used path through the woodland leading in to the adjacent woodland and giving access to Quarry close. Establishing a public right of way to and through this woodland would give the public excellent Access to Nature, this fits very well with Somerset County Council Local Nature Recovery Strategy.

The woodland is well established and generally in good condition and has huge potential for improvement. There are 5 indigenous tree species, Hazel and Field Maple are well established, Ash, Oak & Sycamore are in the earlier stages of succession. Some Hazel has been coppiced/cut-back in recent times, such cutting back might be associated with trying to find a Badgers Brock ?

The Ancient Oak tree in the South West corner of the site is especially noteworthy, substrate of such age is likely to have important Epiphytes and Arthropods. This Oak would benefit from further investigation when there is better access outside of the growing season.

One possible course of management would be to allow natural success to take its course, given time it is likely the wood will progress to the same high quality as the adjacent woodland, which is a mixed woodland with some outstanding Oak's and a number of notable Vascular plants and Epiphytes.

Ash-Dieback is well established in the adjacent woodland especially in the area of the quarry, some have been 'wind-blown' and cleared from the path to allow access. Many of the remaining Ash are in relatively good condition compared with others in the West Somerset. The good condition of the remaining Ash might be indicative of a degree of resistance to the disease. Encouraging regeneration from resistant tree may result in the long term continuity of the Ash.

The estimated amount of carbon stored in Puthills Copse is about 300 tonnes, and the estimated amount of carbon sequestered per year is 2 to 3 tonnes. Maintaining carbon storage and maximising carbon sequestration help to mitigate the climate and ecological emergency.

## Appendix

Table 1. List of additional plant species not referred to in the text

Common Name	Scientific name
Herb Bennet	<i>Geum urbanum</i>
Broad-leaved Dock	<i>Rumex obtusifolia</i>
Wood Dock	<i>R sanguineus</i>
Cow Parsley	<i>Anthiscus sylvaticus</i>

Nettle	<i>Urtica dioica</i>
Germander speedwell	<i>Veronica chamaedrys</i>
Hogweed	<i>Heracleum sphondylium</i>
Cleavers	<i>Galium aparive</i>
Lords and Ladies	<i>Arum maculatum</i>
Sow-Thistle	<i>Sonchus oleraceus</i>
Fumitory	<i>Fumaria officinalis</i>
Cocksfoot (Grass)	<i>Dactylis glomerata</i>
Red Fescue	<i>Festuca rubra</i>

Table 2. List of Lichen Epyphytes found in the woodland.

Common Name	Scientific Name
Rim Lichen	<i>Lecanora chlarotera</i>
Lecidella	<i>Lecidella elaeochroma</i>
Asterisk Lichen	<i>Arthonia radiata</i>
Common Sunburst Lichen	<i>Xanthoria parietina</i>
Script Lichen	<i>Graphis scripta</i>
Fringed Lichen	<i>Physcia adsendens</i>
Whitewash Lichen	<i>Phlyctis argena</i>

Table 3. List of Bird species not referred to in the text

Common Name	Scientific Name
Rook	<i>Corvus frugilegus</i>
Blackbird	<i>Turdus medulla</i>
Carrion Crow	<i>Corvus corone</i>
Jackdaw	<i>Corvus monodula</i>
Wood Pidgeon	<i>Comumba palumbus</i>
Wren	<i>Troglodytes troglodytes</i>
Thrush	<i>Turdus philomelos</i>

## Target Notes

Target notes indicate specific actions required to achieve a conservation measure.

Target Species	Action Required	Explanation
Oak at ST 0485 4086	Further investigation to establish status.	Old trees harbour many additional species depending on specific features, for example dead and decaying wood and deep fissures lead to greater biodiversity.
Ivey	Cut back Ivey from 2 thirds of all trees	Ivey pollen is very good food for many insects, and when mature is a good nesting site for Birds and roosting Bats, however Ivey also prevents the

		establishment of Epyphytes..
Grassland area ST 0487 4096	Cutt twice a year outside of May to end July	Encourage grasses and a greater diversity of other vegetation
Woodland area and Ancient Oak	Establish a number of BIRD boxes and a Barn Owl box on the old Oak	Young trees have few damage hollows, nest boxes substitute this facility. The Oak is in a sheltered place & protected from poor weather.
Site entrance area	Establish a information sign	A sign to inform the public about the ecological value of the site and the measures taken to encourage greater biodiversity. This will align with the SCC Nature Recovery Strategy

## Image Gallery



Image 1. A typical image of the woodland with semi-mature and young trees. The field layer is dominated by Ivey at this location with some Ivey climbing trees to the left of the image.

Image 2. Ancient/Vetran Oak in the South West corner of the site.





Image 3. Showing area of open 'weedy' grassland, the house is on Quarry Close and close to the North entrance of the site.

Image 4 (Below) A general view of the woodland with more mature trees than in image 1



# OLD CLEEVE PARISH COUNCIL

## CLERK'S REPORT

<b>Meeting</b>	Old Cleeve Parish Council
<b>Report author</b>	Clerk to the Council
<b>Agenda item</b>	Clerk's Report

### 1. Purpose of Report

To provide councillors with an update on actions completed since the Annual Meeting of the Parish Council and to report on other administrative, legal and operational matters progressed by the Clerk.

### 2. Actions Arising from the Annual Meeting of the Parish Council

Following the Annual Meeting of the Parish Council held on 18 May 2026, the following actions have been completed or progressed:

Action	Update
<b>Website updates</b>	The Council website has been updated to reflect changes agreed at the Annual Meeting, including amendments to committee membership, working groups and Council representatives to outside bodies.
<b>Meeting dates</b>	The website has also been updated with the approved meeting dates for the 2026/27 civic year.
<b>Meeting venues</b>	All meeting venues for the forthcoming civic year have been booked in accordance with the approved meeting schedule.
<b>Grant award</b>	The grant award approved by the Council has now been paid.
<b>Councillor training</b>	Information relating to councillor training opportunities has been circulated to members, including available training following the Council's discussion regarding the benefit of further training, particularly in relation to planning matters.
<b>General correspondence</b>	General correspondence received by the Council has been reviewed and dealt with as appropriate. Matters requiring member input or formal Council consideration will be brought forward separately where necessary.

### 3. Other Clerk Actions and Updates

The following additional work has also been undertaken since the last meeting:

#### **Washford Recreation Ground / School Licence Agreement**

The Clerk has liaised with HCR Law in relation to the proposed licence agreement for use of the recreation ground by the school. This matter remains ongoing and further updates will be provided as the legal documentation progresses.

#### **Puthills Copse - Tree Condition Survey**

A quotation has been obtained for a tree condition survey at Puthills Copse. This follows the Council's previous discussion that a tree condition survey would be required in connection with the site.

#### **Councillor and Resident Queries**

## **OLD CLEEVE PARISH COUNCIL**

The Clerk has responded to various councillor and resident queries received since the last meeting. These have included general administrative matters and requests for clarification or information relating to current Parish Council business.

### **4. Matters for Councillors to Note**

Councillors are asked to note the updates contained in this report. Any matters requiring a formal decision will be included as separate agenda items where appropriate.

### **5. Recommendation**

**That the Council notes the Clerk's Report.**