



Members: Cllrs. Stabb (Chair), De'Ath (Vice-Chair), Gaskin, Johnson-Smith, Short, Olivier, Cridland, Baker, Dutton, Smith, Strom, Eggar, Gannon

Wednesday 19th August 2026

Dear Councillors,

You are hereby summoned to attend a meeting of the Council to be held in Lysaght Hall, Old Cleeve, on Monday 24th August 2026 at 7pm, for the purpose of transacting the following business.

Members of the press and public are welcome to attend.

Yours faithfully,

Cameron Biggs
Locum Clerk

AGENDA

Item		Appendices <i>(circulated in advance unless indicated)</i>
FC0826/1	To receive apologies for absence ¹	
FC0726/2	To receive declarations of pecuniary and non-pecuniary interests ²	
FC0726/3	Open forum for public participation i. Two members of the public have expressed a wish to speak	
FC0726/4	To approve the minutes of previous meeting(s) ³	App. 1
FC0726/5	To receive reports i. Principal authority member(s) (Cllr Strom) a. Questions from Councillors	Verbal
FC0726/6	Finance i. To note expenditure for YTD ii. To note July bank reconciliation iii. To approve payments on the attached schedule iv. To approve adding the new clerk to the bank mandate	App. 2
FC0726/7	Planning i. To approve a response to the following Planning Application(s) a. EXM/26/178/HH Woodside, Roadwater Road, Roadwater, Watchet TA23 ORG ii. To consider any planning applications received after the agenda has been issued	App. 3

¹ LGA 1972, section 85 (1)

² Old Cleeve Parish Council Code of Conduct, Localism Act 2011, Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 SI No: 1464

³ LGA 1972, Sch 12 Para 41



	iii. To discuss vacant properties in Roadwater and agree and follow up comms	
FC0726/8	Highways i. To receive an update on the B3191 and associated consultation ii. To consider traffic issues at Abbey Road, Washford and agree any actions iii. To consider any other highways matters	
FC0726/9	Speed Indicator Devices (SIDs) and Road Safety i. To receive an update on the locations of the Parish Council's SIDs, and approve the additional proposed location in Bilbrook, and subsequent relocation of the existing SID ii. To receive the latest data from the Parish Council's SIDs iii. To consider any other road safety matters	App. 4 App. 5
FC0726/10	Washford Recreation Ground i. To receive an update on the MUGA project and works commenced on 20th August 2026 ii. To discuss the potential of implement a MUGA booking system and approve any subsequent actions iii. To consider any other matters relating to Washford Recreation Ground	
FC0726/11	Environment Committee i. To receive an update on the land at Belle Vue Play Area, Washford ii. To receive an update on the licence/maintenance agreement for the Washford Recreation Ground with the school, and agree any further action, including additional cutting iii. To receive an update on grit bins, including the requested map and inspection of the bins, and agree any further action iv. To receive an update on correspondence with the West Somerset Railway regarding fire risk, vegetation and risk mitigation, and agree any further action v. To receive an update on Puthills, including the tree condition survey and quotations, and agree any further action vi. To receive an update on noise complaints at the Tregenna construction site in Washford	App. 6
FC0726/12	Parish Plan i. To receive an update on the review of the Parish Plan and agree any further actions	
FC0726/13	Pump Track i. To receive an update from the Pump Track Working Group and consider any proposals or actions arising.	
FC0726/14	IT and Comms i. To approve upgrade of CloudNext hosting package to 'Premium' at a cost of £50/year. ii. To approve a budget of up to £15/month for provision a public council telephone number	
FC0726/15	Matters for information only, and for next meeting – no decisions/discussion	



OLD CLEEVE PARISH COUNCIL

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

Present:	Cllr Stabb (Chairman)	Yes	Cllr Gaskin	Yes
	Cllr De'Ath (Vice-Chairman)	Yes	Cllr Johnson-Smith	Yes
	Cllr Short	Yes	Cllr Olivier	Yes
	Cllr Cridland	Yes	Cllr Baker	Yes
	Cllr Dutton	Yes	Cllr Smith	Yes
	Cllr Strom	Yes	Cllr Eggar	Yes
	Cllr Gannon	Yes	Cllr Buckle	Resigned
In attendance:	Two members of the public.			

Minute

37/26 **To note apologies for absence and approve reason, where appropriate.**

Prior to the formal business, a moment of remembrance for Phillippa Harper (former Clerk) was observed by the whole meeting.

The Council noted that no apologies had been received.

38/26 **Declarations of Interest/Dispensations in respect of matters on the agenda at this meeting.**
No declarations of interest or dispensations were received.

39/26 **To sign as a correct record the minutes of the meeting held on 15th June 2026.**
Cllr Gannon raised a point of order regarding the timely receipt of the agenda and minutes, noting that he does not use email.

Cllr Gannon also raised a point in relation to item 7(e) from the previous meeting concerning the replacement bench and quotations. It was noted that Cllr Stabb had asked someone to inspect the bench to see whether it was salvageable, that no order had been placed, and that the Council could consider alternative options. At present, the bench is unusable. Cllr D'Ath had offered voluntarily to restore it. Cllr Smith advised that there may be volunteers able to restore it at no cost to the Council. It was agreed that no further action would be taken at this stage.

It was noted that planning application 3/26/26/010 at 7 Quarry Road, Washford, TA23 0NR had not been included on the agenda. The Clerk confirmed that this had been received after the previous meeting and that, due to the 21-day consultation period, it would have been too late for consideration at this meeting.

RESOLVED: It was agreed to approve the minutes as a true and accurate record.

40/26 **Public Participation**
Two members of the public were present. Traffic issues at Abbey Road were raised and it was agreed that this would be placed on the next agenda. The Clerk will write to the parishioner.

41/26 **Somerset Councillor: To note the report from Cllr Strom (Somerset Council)**
Cllr Strom provided a verbal update to the meeting.

Cllr Strom reported on the B3191 and funding bids relating to its reopening. She is gathering impact statements and noted that a briefing had been held earlier that day. The presentation will be sent to the Clerk and circulated to all councillors.

In relation to Belle Vue, there had been no further progress as officers are busy and under pressure. Signage for the housing development had now been sorted. Overhanging branches at Belle Vue will now be dealt with.

Cllr Strom provided an update on booking systems at recycling centres, including the benefits and



OLD CLEEVE PARISH COUNCIL

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detailed financial modelling which indicated that the approach may be successful. No decision has been made at this stage.

Cllr Strom reported that Somerset Council had been issued with a Best Value Notice and that there were concerns regarding finances. She also referred to a resilience fund for flood prevention and resilience works, noting that all parish councils will be consulted and that Somerset Council is looking for ready-to-progress projects.

The Council also discussed bus services for the Parish, including Roadwater and Blue Anchor. Any changes or ideas should be passed to Cllr Strom, who will send the Clerk the relevant email address. Community Payback was also discussed as a potential opportunity for the Parish Council to consider at a future point.

A warning regarding Rogue Traders will be added to the Parish Magazine.

42/26

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

a) EXM/26/143/FULL - Heather House, Brompton Regis, Dulverton, TA23 0LL - Proposed construction of a 20m x 40m outdoor riding arena.

The Council noted that the address on the application appeared to be incorrect and that Heather House is in Watchet. The Clerk was asked to request that this be corrected. The Council also noted the National Park position that any archaeological remains should be retained.

RESOLVED: It was unanimously agreed to support the application.

b) To consider any planning applications after the agenda has been issued.

No further planning applications were considered.

c) To consider the Parish Council's response to Somerset Council's consultation on The Local Plan.

Cllr Olivier had prepared a response for the Council's consideration. The Council considered the response and agreed to endorse it as the basis for the Parish Council's submission to Somerset Council's questionnaire. Cllr Gannon offered to assist if Cllr Olivier could place the response online before 24th July 2026.

RESOLVED: It was agreed to submit the response prepared by Cllr Olivier in the same format. Thanks were given to Cllr Olivier for his work on this matter.

43/26

Finance

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

The bank reconciliation was received and noted.

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

The expenditure against budget report was received and noted.

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

The Council noted the payments made pursuant to contractual obligations and considered the payments to be authorised.

RESOLVED: It was unanimously agreed to approve the payments shown on the schedule, totalling £702.00.

d) To consider the quotation for the signage at Puthills.

The Council considered the quotation of £62.31 for the sign and 6ft pole.

RESOLVED: It was unanimously agreed to approve the quotation. Cllr D'Ath will install the pole.

44/26

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

Cllr Dutton reported that the review is ongoing and that it would be useful to review the Parish Plan around the time of the budget-setting process.



OLD CLEEVE PARISH COUNCIL

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

- 45/26 **Highways: To note any updates on this matter.**
The Clerk will circulate the slides relating to the B3191 consultation.
- 46/26 **Washford Recreation Ground**
a) To receive an update on the MUGA project.
The Council noted that the MUGA works are due to commence on 10th August 2026 and are expected to take approximately two weeks to complete.

b) To consider any actions required for the practicalities of the MUGA project.
The Council noted that it was awaiting confirmation from the Hall as to whether the car park could be used for materials. The anticipated movement of dumpers was noted as low-level, with approximately 10 to 12 dumper truck movements.

The water supply issue was discussed. It was noted that water could be pulled from the river, but that the contractor requires a clean water supply. Cllr D'Ath is in discussions with the Hall. The contractor can bring a bowser but cannot fill it, and other options will be explored.
- 47/26 **Speed Indicator Device (SID) and road safety matters.**
a) To consider any updates in relation to the SIDs owned by the Parish Council.
The Council noted that a location in Bilbrook is still being sought and that a suitable location has not yet been found.

b) To receive the latest data from the Parish Council's SIDs.
Cllr D'Ath will try to obtain and present the latest SID data.
- 48/26 **Environment Committee:**
a) To receive an update on the Land at Belle Vue Play Area in Washford.
No update was received.

b) To consider the Licence Agreement in relation to the school playing field.
The Council noted that this matter remains problematic. The School has not been contactable and the Clerk has chased several times for agreement or a maintenance agreement, but no response has been received by the Council.

c) To consider the correspondence on grit bins and agree any associated actions.
The Clerk confirmed that a map had been requested but had not yet been supplied. Cllr Stabb will liaise on this matter. Councillors will inspect the bins to ensure that grit is present. The Council noted that, without a map, it is very difficult to progress the matter.

d) To consider the correspondence with the Steam Railway.
Cllr Strom reported that the MP has become involved and that she is liaising with the MP. It was noted that the railway now plans to inspect. The Clerk will send the letter as soon as possible.

e) To receive an update on Puthills.
It was noted that this item should refer to Puthills and not Belle Vue. The Council is awaiting the tree survey. One quotation has been received and a contact name for a tree surveyor has been provided. The Clerk will contact the surveyor and will update Cllrs Gannon and Gaskin once contact has been made.
- 49/26 **To elect a Councillor to become Chair of the Finance Committee for the Civic Year.**
The Council noted that Cllr D'Ath has been standing in following the resignation of the previous Chair. It was agreed that the election of a Finance Committee Chair would need to be added to the next agenda.
- 50/26 **To consider a nomination for the Somerset Council's Chair Award.**
A nomination was received for Claire Swatski. It was noted that a nomination form had been completed



OLD CLEEVE PARISH COUNCIL

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

and would be returned to the Clerk. The closing date was noted as Friday. Cllr Eggar will return the form to the Clerk.

51/26 **To consider a contact phone number for the Parish Council.**

The Council discussed the need for a telephone number so that members of the public are able to speak to the Parish Council. The Clerk will need a phone number, either using the existing number or through a dual-SIM arrangement on the incoming Clerk's phone.

52/26 **To consider a proposal for a Pump Track within the Parish.**

Cllr D'Ath presented an outline area for a Pump Track. It was agreed that Cllrs Baker and D'Ath would form a working group to consider the proposal further.

53/26 **Reports for information only - no decisions to be made**

a) To note the Clerk's Report.

The Clerk's Report was noted.

b) To receive an update on the situation with Tregenna.

Cllrs Strom and D'Ath and Cllr Buckle had met with the Operations Director to raise concerns regarding vehicle movements and the safety of children. It was noted that lessons had been learned and that all vehicles will now drive in rather than reverse. A new sign will be installed to remind drivers what to do on site, including 5mph signage and signage relating to the need for a banksman where required.

54/26 **Items for future agendas.**

The following items were requested for future agendas: Pump Track, traffic at Abbey Road, dates for the budget-setting process, and a Budget Working Group.

55/26 **To consider changing the meeting dates of the Parish Council.**

It was agreed that this item would be considered together with item 21 in light of the appointment of the new Clerk.

56/26 **Closed Session: To consider moving into a closed session and exclude the public and press, in accordance with the Public Bodies (Admissions to Meetings) Act 1960, where publicity would be prejudicial to the public interest due to the confidential nature of the business to be discussed for the below items.**

RESOLVED: It was unanimously agreed to move into closed session and exclude the public and press.

57/26 **To consider the appointment of a permanent Parish Clerk.**

The Council noted that the new Clerk starts this week and that this is the Locum Clerk's last week. A handover will take place during the current week with the Locum Clerk. The new Clerk will work remotely until he is in the area.

It was noted that the new Locum Clerk will be engaged under a temporary service level agreement for 10 hours per week.

The Council also discussed meeting dates, noting that the new Clerk cannot make the current Old Cleeve Parish Council meeting date. The Council considered whether meetings could move to the fourth Monday of each month rather than the third Monday. It was noted that the December meeting would likely be held on 14th December, although there is currently a clash.

Thanks were given to the Locum Clerk.

The meeting was closed by the Chair at 20:30.



OLD CLEEVE PARISH COUNCIL

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

Signed.....
Dated:



OLD CLEEVE PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 22 JULY 2026 at 7PM AT
WASHFORD MEMORIAL HALL.

Present:	Cllr Stabb (Chairman)	Yes	Cllr Gaskin	Absent
	Cllr De'Ath (Vice-Chairman)	Yes	Cllr Johnson-Smith	Absent
	Cllr Short	Absent	Cllr Baker	Absent
	Cllr Cridland	Yes	Cllr Smith	Yes
	Cllr Dutton	Yes	Cllr Eggar	Absent
	Cllr Strom	Yes	Cllr Olivier	Yes
	Cllr Gannon	Yes		

In attendance: Andrea Johnson (Clerk)

Minute

- 58/26 **Apologies for absence**
Apologies for absence were received from Cllrs Short, Gaskin, Johnson-Smith, Baker and Eggar.
- 59/26 **Declarations of interest**
There were no declarations of interest.
- 60/26 **Public participation**
No members of the public were present.
- 61/26 **Annual Governance and Accountability Return for 2025/2026**
Members noted that the fixed-asset value reported on the 2024/25 AGAR was misstated, as the current value was used instead of the required purchase-cost basis. The correct purchase-cost figure had been restated as the brought-forward figure on the 2025/26 AGAR. Council resolved that the minute and restated figure be provided to the external auditor.
- 62/26 There being no further business, the meeting was closed at 7.04pm.

Signed.....

Dated: 24 August 2026

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2026 and 31/03/2027)

	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance
PAYMENTS															
Administration & Tech															
Homeworking allowance	312.00														312.00
Insurance	850.00			883.71										883.71	-33.71
Member Subscriptions	210.00			25.00										25.00	185.00
Election fees															
Audit fees	400.00	50.00												50.00	350.00
Training	1,300.00		100.00			200.00								300.00	1,000.00
Hall hire	315.00	125.00				110.00								235.00	80.00
Expenses	150.00														150.00
Defibrillator Consumabl	500.00														500.00
Bank service charge	75.60	7.00	7.00	7.00	7.00									28.00	47.60
Personnel Costs	19,592.00	1,348.78	1,075.50	970.23	1,770.23	248.82								5,413.56	14,178.44
Administration and Tech	1,260.00			402.00		50.00								452.00	808.00
Freedom of the Parish A															
Assets: maintenance															
Bus shelter cleaning and	825.00		250.00											250.00	575.00
War Memorial	100.00														100.00
Sand Stores and Sheds	100.00														100.00
Grounds Maintenance	5,000.00	480.00	320.00	500.00	360.00	446.00								2,106.00	2,894.00
Emergency Blood Kits															
Noticeboards															
Speed Indicator Device	250.00														250.00
Defibrillator															
Capital funds															
Washford Recreational															
Bus shelter replacement															
Reserves															
Defibrillator															
Puthills Copse															

Old Cleeve Parish Council

03 August 2026 (2026-2027)

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2026 and 31/03/2027)

	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance
Community Facilities Re		14,000.00	199.24	14,590.73		500.00								29,289.97	-29,289.97
Community facilities s															
Roadwater Yoth Club - r	2,500.00														2,500.00
20MPH Washford															
Donations															
Donations fund	4,000.00			500.00										500.00	3,500.00
Blue Anchor Toilets	6,000.00	500.00	500.00	500.00	500.00									2,000.00	4,000.00
Income															
Precept															
Interest															
VAT reclaim															
HMRC refund															
Services															
MUGA maintenance anc															
Flood store and equipm															
	43,739.60	16,510.78	2,451.74	18,378.67	2,637.23	1,554.82									
														Total:	41,533.24
														Variance:	2,206.36

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2026 and 31/03/2027)

	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance
RECEIPTS															
Administration & Tech															
Homeworking allowance															
Insurance															
Member Subscriptions															
Election fees	1,250.00														-1,250.00
Audit fees															
Training															
Hall hire															
Expenses															
Defibrillator Consumables															
Bank service charge															
Personnel Costs															
Administration and Tech															
Freedom of the Parish Act															
Assets: maintenance															
Bus shelter cleaning and															
War Memorial															
Sand Stores and Sheds															
Grounds Maintenance															
Emergency Blood Kits															
Noticeboards															
Speed Indicator Device															
Defibrillator															
Capital funds															
Washford Recreational Ground			-32,809.78											-32,809.78	-32,809.78
Bus shelter replacement	2,500.00														-2,500.00
Reserves															
Defibrillator															
Puthills Copse			-33,367.50											-33,367.50	-33,367.50

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2026 and 31/03/2027)

	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance
Community Facilities Re	2,000.00	7,500.00	66,177.28	10,000.00										83,677.28	81,677.28
Community facilities s															
Roadwater Yoth Club - r															
20MPH Washford	2,500.00														-2,500.00
Donations															
Donations fund															
Blue Anchor Toilets															
Income															
Precept	50,973.00	25,486.50												25,486.50	-25,486.50
Interest	599.00			484.97										484.97	-114.03
VAT reclaim															
HMRC refund															
Services															
MUGA maintenance anc															
Flood store and equipm															
	59,822.00	32,986.50		10,484.97											
														Total:	43,471.47
														Variance:	-16,350.53

Old Cleeve Parish Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 31/07/2026		
	Cash in Hand 01/04/2026		104,009.34
	ADD Receipts 01/04/2026 - 31/07/2026		46,795.39
	SUBTRACT Payments 01/04/2026 - 31/07/2026		150,804.73
			46,054.01
	Cash in Hand 31/07/2026 (per Cash Book)		104,750.72
B	Cash in hand per Bank Statements		
	Petty Cash 31/07/2026	0.00	
	Unity Current Account 31/07/2026	4,763.29	
	Unity Reserve Account 31/07/2026	27,454.67	
	Unity Ringfenced Reserve Account 31/07/2026	72,532.76	
			104,750.72
	Less unrepresented payments		
			104,750.72
	Plus unrepresented receipts		
	Adjusted Bank Balance		104,750.72
	A = B Checks out OK		



OLD CLEEVE PARISH COUNCIL

Schedule of Payments

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

Payee	Description	£	Power to pay
Andrea Johnson	RFO salary - July	198.61	Local Government Act 1972, s.112
Peninsula Pensions	Pension payment – July	50.21	Local Government Act 1972, s.112
Garden Care & Creation	Grounds maintenance - July	432.00	Open Spaces Act 1906, s. 9-10
PlaySafety Ltd	RoSPA	199.20	Open Spaces Act 1906, s. 9-10
BATCIC	SLA payment	500.00	Public Health Act 1936, s.87
Unity Bank	Service charge	7.00	Local Government Act 1972, s.112
CloudNext Ltd	Hosting	59.98	Local Government Act 1972, s.112

Payments to be authorised 2026

Payee	Description	£	Power to pay
CloudNext Ltd	Domain registration	60.00	Local Government Act 1972, s.112
Lysaught Hall	Hall hire	110.00	Local Government Act 1972, s.112
Active Signs	Sign for Puthills Copse	74.77	Open Spaces Act 1906, s. 9-10

Total payments to be authorised: £244.77



EXMOOR

NATIONAL PARK

Exmoor National Park Authority
 Exmoor House, Dulverton
 Somerset TA22 9HL
 Tel 01398 323665 Fax 01398 323150
 E-mail: plan@exmoor-nationalpark.gov.uk
www.exmoor-nationalpark.gov.uk

Planning Privacy Notice:
www.exmoor-nationalpark.gov.uk/planning

Householder Application for Planning Permission for works or extension to a dwelling

Town and Country Planning Act 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number	
Suffix	
Property Name	Woodside
Address Line 1	Roadwater Road
Address Line 2	Roadwater
Address Line 3	Somerset
Town/city	Watchet
Postcode	TA23 0RG

Description of site location must be completed if postcode is not known:

Easting (x)	Northings (y)
303672	138929

Description

Applicant Details

Name/Company

Title

MR

First name

NIGEL

Surname

JOLLEY

Company Name

Address

Address line 1

Woodside

Address line 2

Roadwater

Address line 3

Town/City

Watchet

County

Country

GB

Postcode

TA23 0RG

Are you an agent acting on behalf of the applicant?

☐ Yes

☒ No

Applicant Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

Description of Proposed Works

Please describe the proposed works

Internal works to make two adjacent small rooms into one by removing stud wall.
The addition of a new hard wood window and to alter existing window into a door.
Currently there is no door/exit on the ground floor.
Full structural drawings have been created.

Has the work already been started without consent?

- ☐ Yes
☒ No

Materials

Does the proposed development require any materials to be used externally?

- ☒ Yes
☐ No

Please provide a description of existing and proposed materials and finishes to be used externally (including type, colour and name for each material)

Type:

Windows

Existing materials and finishes:

New hardwood window to match existing on this side of building thus creating symmetry

Proposed materials and finishes:

Approved double glazed hardwood window

Type:

Doors

Existing materials and finishes:

Change existing side window into a door, thus providing an exit on this level.

Proposed materials and finishes:

Approved Hardwood half glazed door

Are you supplying additional information on submitted plans, drawings or a design and access statement?

- ☒ Yes
☐ No

If Yes, please state references for the plans, drawings and/or design and access statement

Supplied

Trees and Hedges

Are there any trees or hedges on the property or on adjoining properties which are within falling distance of the proposed development?

- ☐ Yes
☒ No

Will any trees or hedges need to be removed or pruned in order to carry out your proposal?

- ☐ Yes
☒ No

Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicle access proposed to or from the public highway?

- ☐ Yes
☒ No

Is a new or altered pedestrian access proposed to or from the public highway?

- ☐ Yes
☒ No

Do the proposals require any diversions, extinguishment and/or creation of public rights of way?

- ☐ Yes
☒ No

Parking

Will the proposed works affect existing car parking arrangements?

- ☐ Yes
☒ No

Biodiversity net gain

Paragraph 13 of Schedule 7A of the Town and Country Planning Act 1990 sets out that every planning permission granted for the development of land in England shall be deemed to have been granted subject to the 'biodiversity gain condition' requiring development to achieve a net gain of 10% of biodiversity value.

This is subject to exemptions, an exemption applies in relation to planning permission for a development which is the subject of a householder application, within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order (2015)*.

Applicants for planning permission are required to make a statement as to whether they believe the biodiversity gain condition will apply if permission is granted, please confirm:

- ☒ It is my belief that if permission is granted for the development to which this application relates the biodiversity gain condition would not apply

*A 'householder application' means an application for planning permission for development for an existing dwellinghouse, or development within the curtilage of such a dwellinghouse for any purpose incidental to the enjoyment of the dwellinghouse which is not an application for change of use or an application to change the number of dwellings in a building.

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- ☐ Yes
☒ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- ☐ The agent
☒ The applicant
☐ Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- ☐ Yes
☒ No

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff**
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- ☐ Yes
☒ No

Ownership Certificates and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of all the land to which this application relates; and has the applicant been the sole owner for more than 21 days?

E.g. All the land is owned by a single individual

- ☒ Yes
☐ No

Is any of the land to which the application relates part of an Agricultural Holding?

- ☐ Yes
☒ No

Certificate Of Ownership - Certificate A

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/ the applicant was the owner* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding**

* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

** "agricultural holding" has the meaning given by reference to the definition of “agricultural tenant” in section 65(8) of the Act.

NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.

Person Role

- ☒ The Applicant
☐ The Agent

Title

MR

First Name

NIGEL

Surname

JOLLEY

Declaration Date

24/07/2026

☒ Declaration made

Declaration

I/We hereby apply for Householder planning permission as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.

I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

Signed

NIGEL JOLLEY

Date

01/08/2026

ÉlanCité

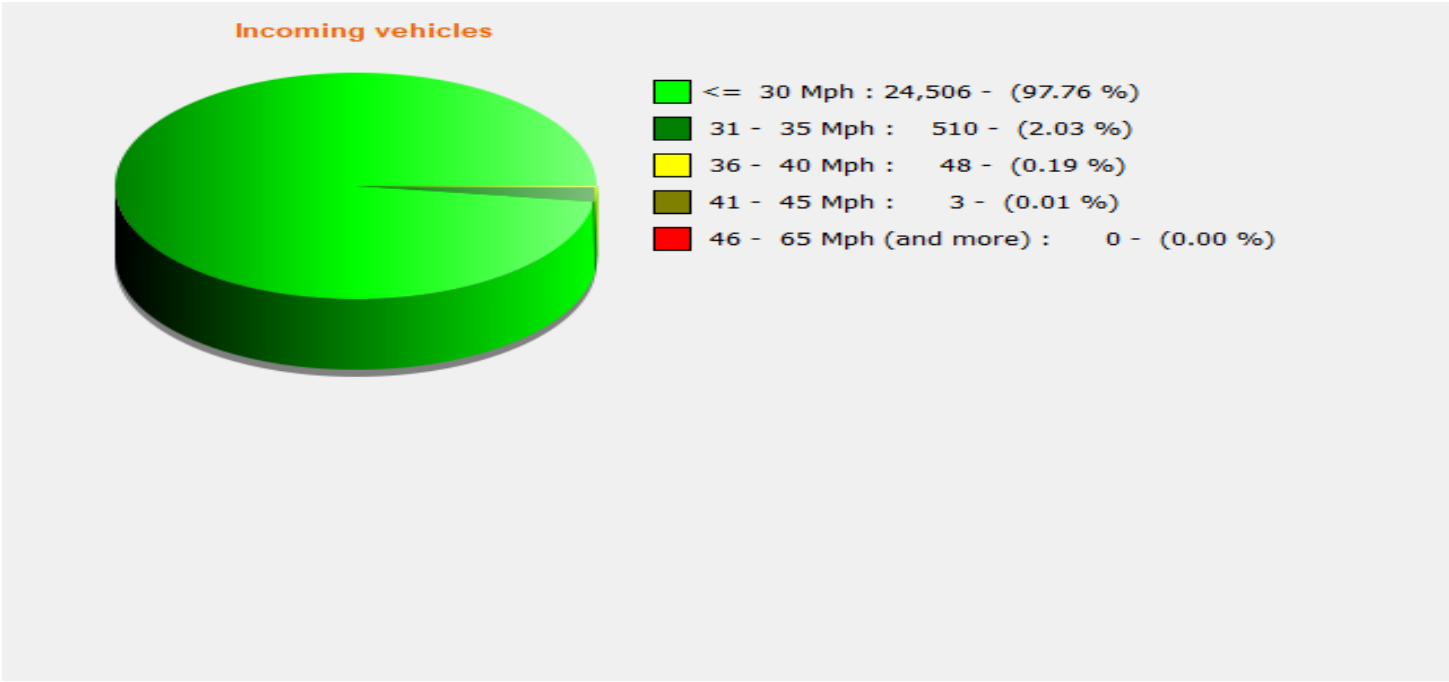


DÉTECTER • INFORMER • SÉCURISER

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End date: Thursday, August 13, 2026 11:00 PM

Location:

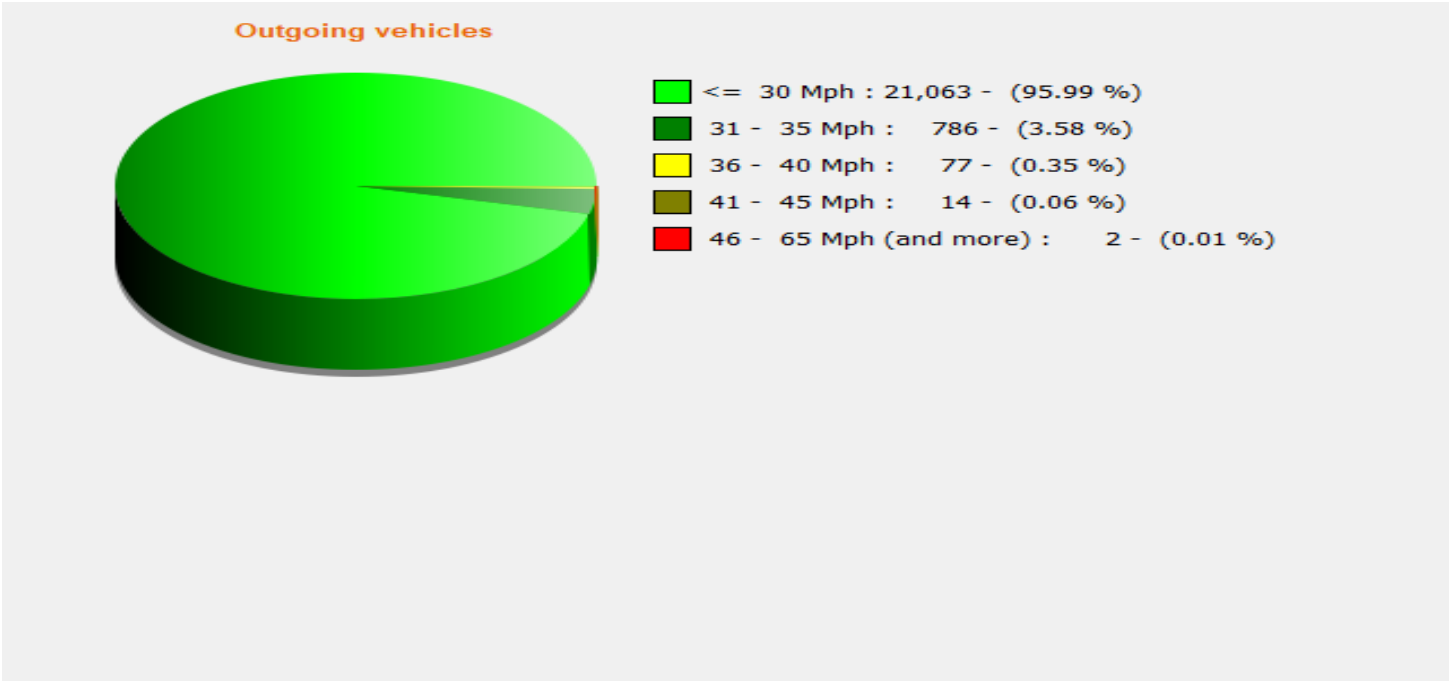
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Start date: Monday, June 1, 2026 9:30 AM
End date: Thursday, August 13, 2026 11:00 PM

Location:

Comments:



Start date: Monday, June 1, 2026 9:30 AM
End date: Thursday, August 13, 2026 11:00 PM

Location:

Comments:

ÉlanCité

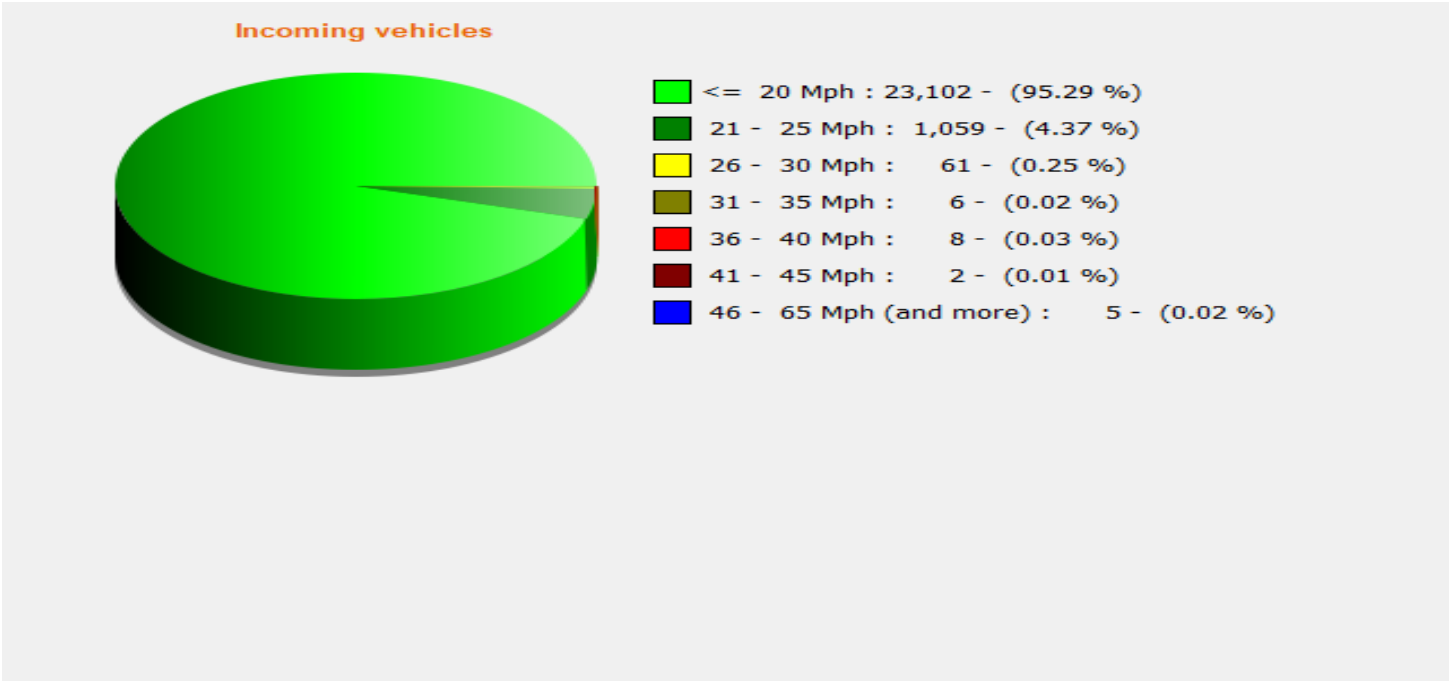


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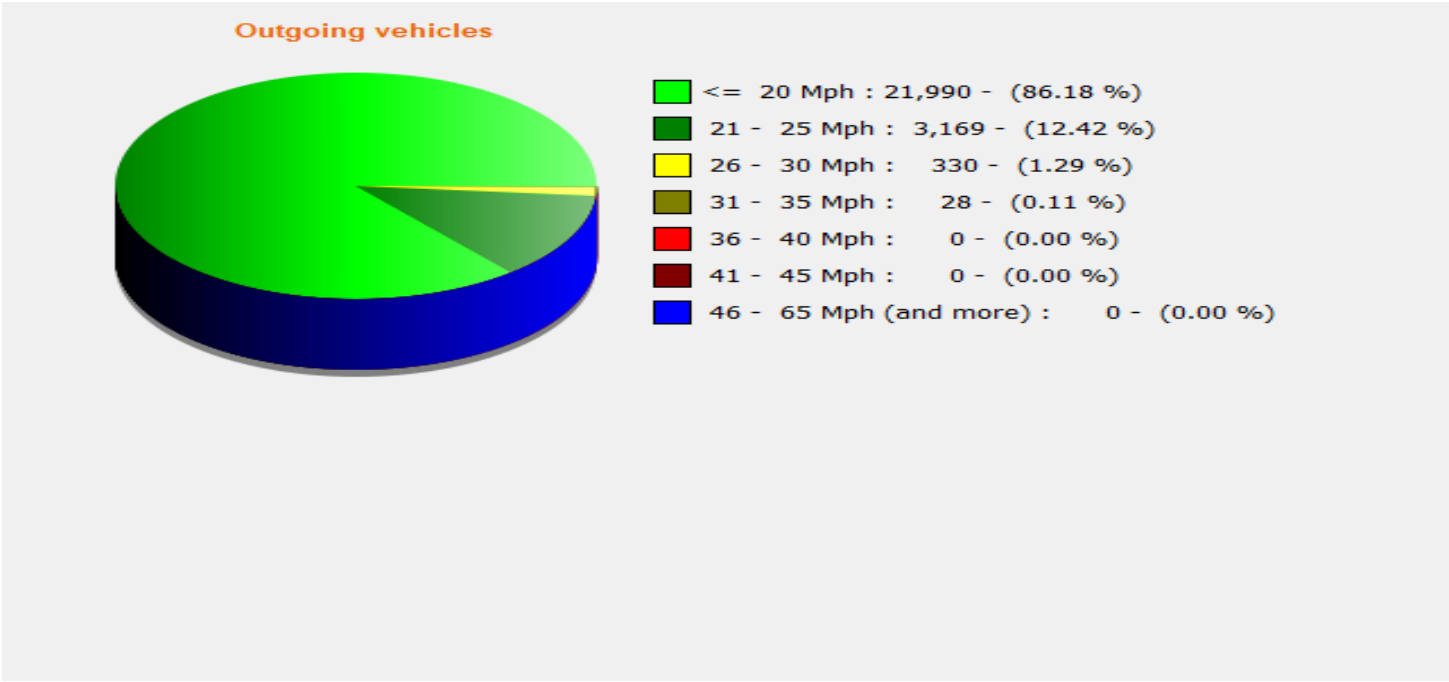
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End date: Thursday, August 13, 2026 12:00 AM

Location:

Comments:



Start date: Monday, June 1, 2026 11:30 AM
End date: Thursday, August 13, 2026 12:00 AM

Location:

Comments:

ÉlanCité

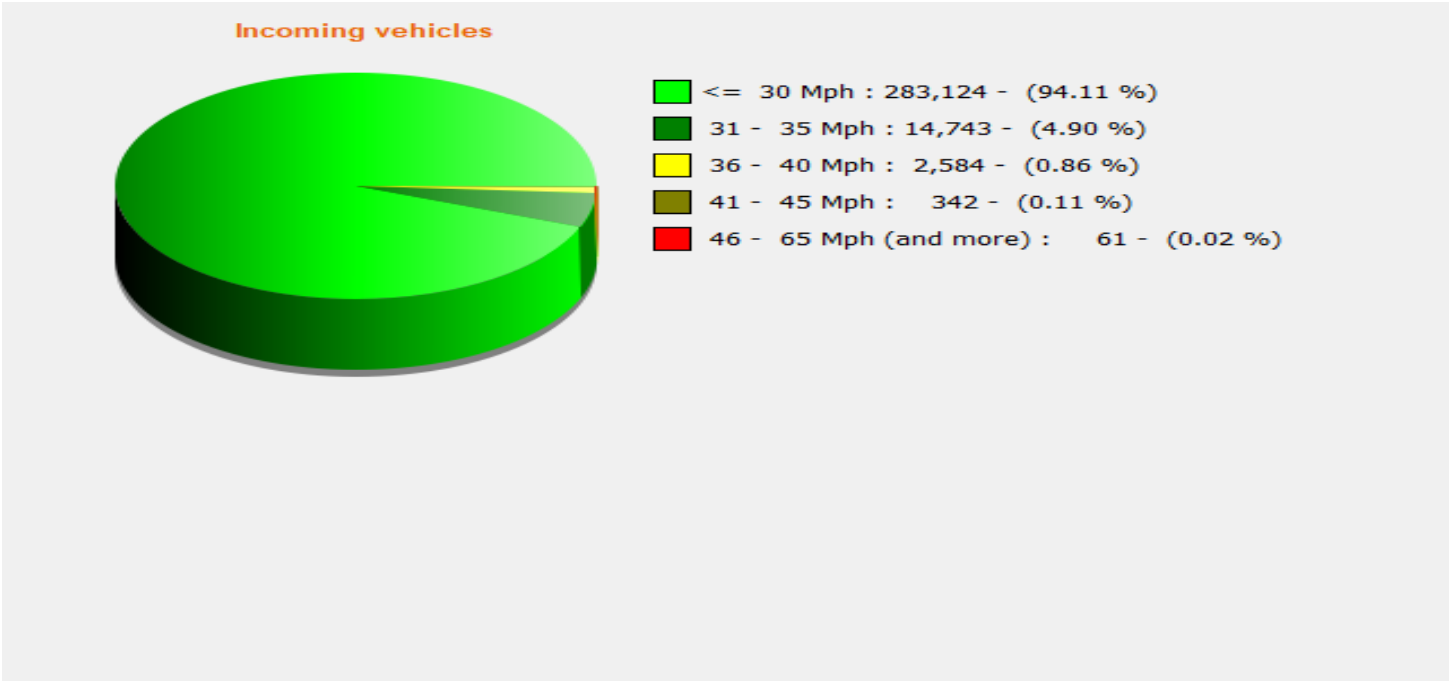


DÉTECTER • INFORMER • SÉCURISER

Start date: Monday, June 1, 2026 1:00 PM
End date: Tuesday, August 18, 2026 12:00 AM

Location:

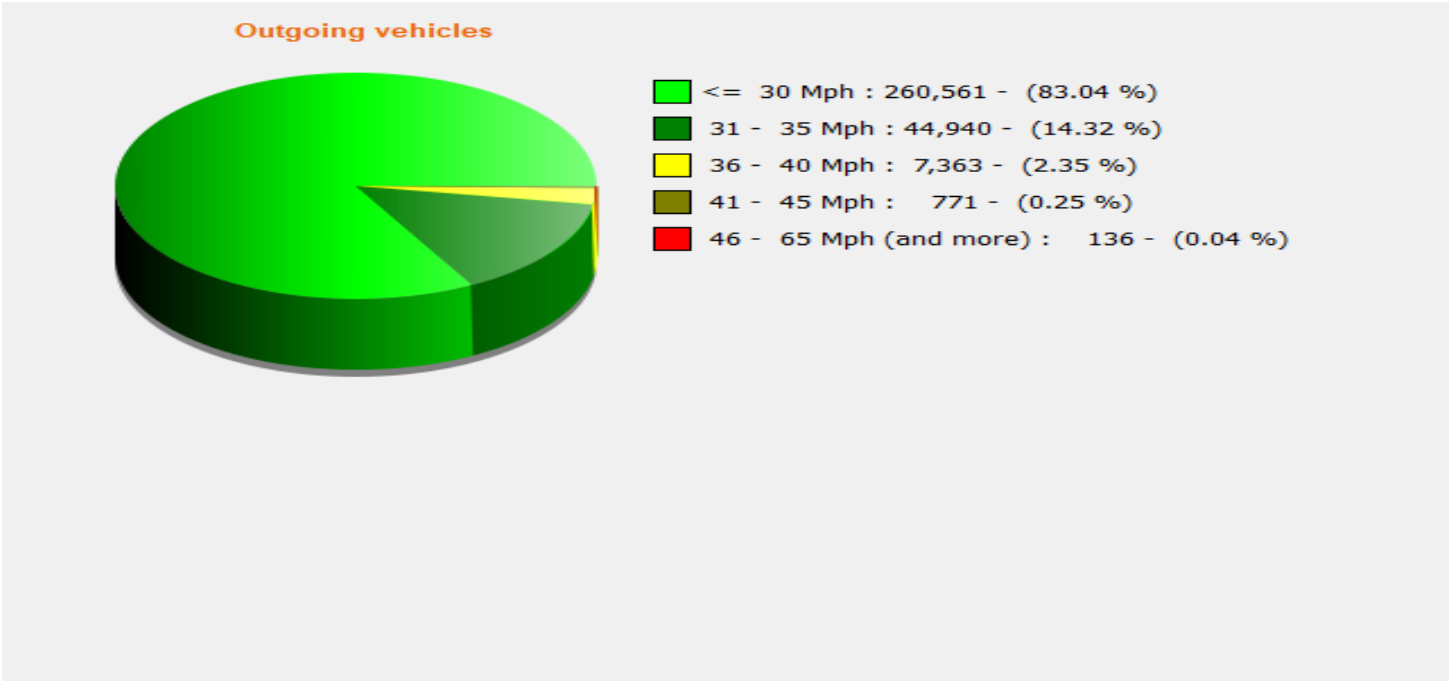
Comments:



Start date: Monday, June 1, 2026 1:00 PM
End date: Tuesday, August 18, 2026 12:00 AM

Location:

Comments:



Start date: Monday, June 1, 2026 1:00 PM
End date: Tuesday, August 18, 2026 12:00 AM

Location:

Comments:



OLD CLEEVE PARISH COUNCIL REPORT TO COUNCIL

Meeting Date: 24 August 2026

Proposer: Cllr Judi Stabb

Agenda Item: Speed Indicator Devices - update

Purpose of Report

To approve the installation of a SID at Bilbrook Garage, with replacement of unit at Old Cleeve.

Summary of Recommendations

To enter into an agreement with the owners of Bilbrook Garage to site a SID on their property.

To provide additional poles at two locations in Old Cleeve.

To relocate the current solar-powered SID from Old Cleeve to Bilbrook, and replace with a portable battery version.

To investigate the acquisition of replacement batteries from Carhampton Parish.

Parish Plan

The parish plan specifically mentions the provision of SIDs to enhance road safety and protect communities

Funding

A private individual is willing to underwrite the costs associated with providing a SID at Bilbrook.

Biodiversity *N/A.*

Background and Context

Increased traffic on roads since closure of the B3191 has prompted the installation of SIDs in the parish. Data suggests that they do have a beneficial effect. The Bilbrook location will help slow traffic entering from Minehead, easing access on to the A39 for local residents.

Additional SID locations at Old Cleeve have been identified, but moving the existing solar-powered SID is problematic and would need specialist contractors with associated costs. It would also require the purchase of a further solar-powered unit. A battery-operated SID would be more easily relocated by volunteers. Purchasing additional batteries would mean little or no break in service. The cost of a new battery-operated SID is in the region of £2500, plus installation costs and will be underwritten by an individual resident.

The existing SID would be relocated to Bilbrook.

Options for Council Consideration

Present realistic options, including the “do nothing” option, and note implications for each.

Option	Cost	Advantages	Disadvantages/Risks
Keep solar unit at Old Cleeve & move periodically to second location	Second solar panel & installation approx. £500. Cost of relocation unknown	Environmentally friendly	Cost of installation & requires specialist to move. Solar panels at risk of theft.
New Battery SID for Old Cleeve	£2500 plus pole(s), batteries and installation (£500 indicative). SID costs to be met by donation.	Flexible – 4 potential locations identified and can be moved by volunteers.	Second set of batteries required. Cost of charging. Relies on volunteers, who will need training, or will need to use contractors to move.
Relocation of existing solar unit from Old Cleeve to Bilbrook	Pole and installation cost	Cost neutral for council	Landowner able to withdraw consent in future.

Recommendation Option with Reasons

1. The recently purchased solar SID to be moved to Bilbrook
2. New battery-operated SID to be installed at Old Cleeve and can be regularly moved.
3. Cost of new SID can be met by private donation
4. Additional works, e.g.poles, back-up batteries etc can be met from earmarked reserves (Community enhancements) and are unlikely to exceed £500.



OLD CLEEVE PARISH COUNCIL REPORT TO COUNCIL

Meeting Date: 24 August 2026

Proposer: Rick Gaskin

Agenda Item: Puthills Copse

Purpose of Report

To seek approval to instruct Keith Yates to carry out tree condition survey and associated works at Puthills Copse, Washford.

Summary of Recommendations

To authorise Clerk to instruct Keith Yates to undertake the survey and associated works with a budget allocation of £2,500 from earmarked reserves.

Parish Plan

Note which objective in the Parish Plan the proposal is aligned to, and the priority status of that objective and why

Protection and enhancement of the environment and provision of leisure facilities.

Funding

Explain how the proposal will be funded.

Earmarked reserves for community enhancements

Biodiversity

Explain any biodiversity impacts or outcomes from the proposal or mark N/A.

The woodland is currently neglected. Clearance of invasive undergrowth is required to enable inspection of the existing trees.

Background and Context

Summarise relevant background information and previous decisions, setting the issue in context. Include concise details of research, consultation, or correspondence.

The council committed to the acquisition, preservation and enhancement of Puthills Copse with a view to its protection for the enjoyment of local residents, and encouragement of biodiversity.

Options for Council Consideration

Present realistic options, including the “do nothing” option, and note implications for each.

Option	Cost	Advantages	Disadvantages/Risks
Do nothing	unknown	Preserves funds	Deterioration of woodland. Potential liability as risk to public from unsafe trees.
Tree Survey & associated clearance works	Survey - £850 Essential clearance to enable inspection: £1200	Accurate assessment of necessary treeworks and likely costs. Enables detailed planning for future use	May need a contingency if work is more complex than initially thought. Suggest £500

Recommendation Option with Reasons

Explain why the recommended option is preferred. Reference supporting evidence, consultation outcomes, or legal requirements where relevant.

The council has a legal liability to take reasonable steps to protect the public so we need to risk assess via a survey and take appropriate action. This is a necessary step also to improving the biodiversity of the site which we need to consider.

Recommendation is to instruct Keith Yates, as described above.