WEST CAMEL PARISH COUNCIL

Minutes of the West Camel Parish Council Meeting held on Thursday 3rd July 2025 at 7:30 pm in the Conference Room at The Davis Hall.

Present:	Chairman	**Kathy Miller-Hunt (KMH)**	
	Councillors	**Geoff Chapman (GC)**	**Cliff Baker (CB)**
		Jane Lawrence (JL)	**Jenny Down (JD)**
		Mick Richens (MR)	
	Clerk	**Angela Suter (AS)**	

Somerset Council Councillor – **Cllr Henry Hobhouse (HH), Cllr Kevin Messenger**

Members of the public – 2

0725.01 To fill Vacancy by co-option. Jo Roberts co-opted and joined council at the table.

0725.02 Electors' Participation – None.

0725.03 Apologies for Absence – None.

0725.04 Minutes of the last meeting (01/05/25) to be agreed and signed - The minutes were agreed by all councillors and were duly signed by KMH and AS.

0725.05 Matters of Report arising from the previous meeting minutes (not on the agenda) – None.

0725.06 Declaration of Interest and details of dispensations requested / granted since last meeting (councillors and/or visiting councillors). – Jo Roberts was asked to complete the Register of Interest form and return to Angela.

0725.07 Somerset Council Councillor feedback – HH reported budget was under by £35 million with reserves of £63 million.
HH also reported that the Boundaries for the 2027 elections (Town and Parish) had been drafted, 96 wards, 1 councillor per ward. The Local Government Boundary Commission wants to hear what residents and local organisations think about the proposals. Objections can be lodged until 11 August 2025. West Camel will be in Blackmore Vale. Kevin advised he would not be standing again.
Peglar App – HH and KM have offered to help residents with a set up session for residents at our next meeting on the 4th September. KMH thanked HH for his contribution.

0725.08 Standing Items of Business

a. **Local Crime**
   I. **Neighbourhood Watch** – The Co-ordinator Adrian Davenport (AD) had nothing to share this month.

b. **Footpaths / RoW –** 1 gate still outstanding Queen Camel and gate for Joy Whittington still not arrived. Les provided a breakdown of footpath jobs to be done which he will action with Jeff's assistance where required. List attached for reference. **(LS)** Comment from resident re footpath in fields between Jenny & Ann Down and Graham Holland. Agreed Jeff & Angela to fill with gravel which they have to spare. Cost will be for Jeff labour only. **(AS)**

Initialled.....
Chairman

Minutes of the West Camel Parish Council Meeting held on Thursday 3rd July 2025 at 7:30 pm in the Conference Room at The Davis Hall.

c. Environment.

i. Flood Plan – Community still being drafted a few changes to make. Agreed it should be on notice boards around the village. (**JL/CB)**

ii. Flood Plan Domestic – Jane had done a lot of work on this. Home Emergency plan proposed accept by Geoff and agreed by all. (**JL/CB)**

iii. Flood Monitoring Proposals – still in progress. Need to clarify which areas to be covered by which councillors with Cliff Baker as co-ordinator. **(CB/JL/LS)**

iv. Flood Mitigation Proposals 202/26 – SRA Grant has been received. Work to be completed by September 2026. Cliff mentioned a meeting had been held at the Old Mill and the owners had agreed silt removed could be left on site. Awaiting a quote from Russell Best for machinery and contact will need to be made with Jenny Clothier for access through her field. **(CB/LS)**

v. Hire of working boat it seems Bantam Boats may no longer be offering this service as to date no reply to our emails/telephone calls. Cliff to contact SRA to see if they have any suggestions. **(CB/AS)**

d. Play Area / Ground.

i. Replacement play equipment – Angela confirmed installation had begun but still waiting on 2 pieces of equipment to arrive. Hopeful to have the installation finished by the start of the school holidays.

ii. Angela informed all present a donation of £1500 had been received from West Camel Parochial Churches towards seating of some sort to be situated near the new equipment. Thanks had been given by Angela on behalf of the working group and parish council.

e. Community Housing Scheme

i. Community Housing – On hold.

ii. Plot 1 – Offer accepted. Angela informed all the signed Deed of Covenant had been received and the money due to the Parish Council on completion of the sale had also been deposited in the PC account.

iii. Plot 7 – second period commenced 11th May 2025 no further update.

f. **Traffic Calming.**

i. SID stantion on Howell Hill was moved back to Plowage on 10/05. Cliff mentioned perhaps it could be moved back to Howell Hill in the near future as speeding had increased again. Cliff is also on touch with Queen Camel regarding recording data and will report to committee. **(CB)**

ii. Fingerpost sign at Parsonage crossroads – claim has been settled by NFU. Angela to chase replacement with Somerset Forges again **(AS)**

iii. Kathy mentioned she had been approached regarding further signage for Southmead a s more children had moved in and were riding bikes etc especially at the weekends. Cliff pointed out any signage had to be 1m from the road edge and positioning may be an issue as no current stanchion to use. HH advised Angela of a contact within Highways. AS to make contact regarding options and liaise with Cliff. **(AS)**

Initialled.....
Chairman

Minutes of the West Camel Parish Council Meeting held on Thursday 3rd July 2025 at 7:30 pm in the Conference Room at The Davis Hall.

g. Community Engagement & Communication

i. Website / Comms in general –An initial period will be needed to update and reconfigure the website and to meet statutory requirements and would be invoiced as an extra expense. All as per previous meeting agreement. **(AS)**

ii. Notice Board Replacement / repair – LS stated that he would refurbish the Parsonage Rd notice board at some point - Ongoing LS

h. **Parish Council Processes / Unitary Authority Update**

i. Expenses/Invoices now to be emailed to KMH for signing off prior to Angela raising the payments on Unity Bank for authorisation.

ii. Lengthsman – Cliff to put together a proposal for council to discuss how we proceed with issuing works and what is classed as maintenance work.

i. **Highways**

i. Urgashay ditch update – correct size NRV still required. Les will chase. **(LS)**

ii. West Camel/Downhead signage was discussed Geoff Chapman saying several people had got lost including those heading to the church in West Camel. Angela to contact Sam Landrigan to discuss. **(AS)**

j. **Community Benefit Fund (CBF)** – no new applications.

0725.09 Correspondence / Other matters requiring action

a. Increase visibility of PC meetings and minutes. Angela to put out via Mailchimp in advance of the meeting to encourage more people to attend. **(AS)**

b. **Chair of Somerset Council –** nomination to be made by 18th July. Discussion agreed and a nominee decided. Mick and Angela to complete the nomination form. **(MR/AS)**

c. **Parking at bus shelter hindering access –** residents' complaints. Clerk to make contact in the first instance. **(AS)**

0725.10 Clerk / Responsible Financial Officer Report

a. Interim Fidelity Check – Mick Richens agreed to do. **(MR)**

b. Payment Authorisation – Agreed by all. Those highlighted in yellow paid prior to the meeting.

c. VAT refund for 2024/25 - £3,348.97 noted as good.

Cheque No. or OP Ref	Payee	Service / Goods Purchased	Amount
07/2526	Parish Online	Annual subscription software mapping	54.00
08/2526	Zurich Insurance	Main insurance policy	407.07
09/2526	A Suter	APM expenses & thank you gift	53.24
10/2526	J Stamp	Lengthsmans duties (May)	90.00
11/2526	A & C Warner	Playground Equipment removal	393.10
12/2526	Davis Hall	Meetings 2025/26	76.25
13/2526	L Stevens	Expenses & Hours (May/June)	139.96
14/2526	A Suter	Expenses to 03/07/25	31.98
15/2526	J Stamp	Lengthsmans duties (June)	80.00
Total			**£1,325.60**

Initialled.....
Chairman

Minutes of the West Camel Parish Council Meeting held on Thursday 3rd July 2025 at 7:30 pm in the Conference Room at The Davis Hall.

0725.11 Planning Applications

New planning applications

25/01224/FUL – Cartgate. Development of a trunk road services area and associated development.

HH mentioned Podimore Service putting in an application. Angela to check Somerset Council for any proposals as none noted earlier in the week.

0725.12 Matters of Report / Future Business

a. **Other Matters of Report –** none.
b. **Matters of Future Business –** Mick Richens brought up the need to define roles and what each person covered. Clerk to do the same.

0725.13 Date of next meeting – Thursday 4th September 2025 in the Davis Hall Committee Room.

0725.14 The meeting closed at 20.55pm

Signed.....
Chairman Date 4th September 2025

.....
Clerk Date 4th September 2025

Initialled.....
Chairman