WEST CAMEL PARISH COUNCIL

Minutes of the West Camel Parish Council Meeting held on Thursday 6th March 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)**
	Clerk	**Les Stevens (LS)**	**Angela Suter (AS)**

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

Members of the public – 0

0325.01 Electors' Participation – None.

0325.02 Apologies for Absence – Mick Richens (MR)

0325.03 Minutes of the last meeting (09/01/25) to be agreed and signed - The minutes were agreed by all councillors and were duly signed by KMH and AS.

0325.04 Matters of Report arising from the previous meeting minutes (not on the agenda) –
0923.07 c vii – LS to remove bench base by Home Close – Ongoing.

0325.05 Declaration of Interest and details of dispensations requested / granted since last meeting (councillors and/or visiting councillors). – None.

0325.06 Somerset Council Councillor feedback – HH reported SC budget set agreement had been reached to sell assets to raise revenue to meet shortfall.
TRO (Traffic Regulation Order) to be trialled at Podimore giving the village control over when the road can be closed due to flooding if successful will be rolled out to other villages.
HH announced money had been raised for the river app and would be trialled on the River Cam. LS queried Peglar? HH to advise.
KMH queried again which LCN we were in HH advised he thought we had been transferred to Wincanton LS advised nothing had been received from Wincanton to date. HH to follow up.
KMH thanked HH for his contribution.

0325.07 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. **(LS)** GC reported one gate had been installed at Mead Farm just awaiting new fencing and second gate would be installed.
   JD to arrange replacement of pipe across muddy gateway – (**JD**)

c. **Environment.**
   i. Flood Plan – Review arrangements. JL sought guidance on which model to use for the flood plan and had progressed both versions. After some discussion KMH asked the Flood Working Group to review and present a draft at the next meeting. (**JL/CB)**

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ii. Flood Plan Agree Domestic – JL sought guidance on which model to use for the flood plan and had progressed both versions. After some discussion KMH asked the Flood Working Group to review and present a draft at the next meeting. (**JL/CB)**
iii. Flood Monitoring Proposals – still in progress **(CB/JL/LS)**
iv. Flood Mitigation Proposals 202/26 – SRA Grant applied for (CB) and receipt of application has been acknowledged. Now to await decision.
v. Hire of working boat –Ongoing **(LS)**
vi. Litter Pick – 5th April agreed to be arranged **(LS/AS)**

d. Play Area / Ground.

i. Replacement play equipment – AS confirmed National Lottery (£20K) had been awarded and received but needs to be used within 12 months so advised action needed to be taken to firm up a start date. Application also being made to the CBF by the working group (Chloe Warner leading on the application) South Western Railway (£5K) grant application result should be known in April. Fundraising Quiz Night arranged for 15th March by Chris & Kate Kirkham.
ii. Basketball hoop – LS secured stanchion from Highways and will put up with Lengthsman it was agreed to supply a basketball which could be left in the court.**(LS)**

e. Community Housing Scheme

i. Community Housing – On hold.
ii. Plot 1 – third period, offer accepted.
iii. Plot 7 – initial period commenced 17th February 2025; Symonds & Sampson has advertised throughout the village.

f. **Traffic Calming.**

i. SID stantion repositioned on Howell Hill completed 16th February. JL mentioned flood warning modules could also be purchased.
ii. Additional SID application to CBF? Discussed and agreed to purchase brackets (x4) which means just the module itself could be moved around the village – perhaps add Southmead to the rota.
iii. Southmead children playing sign – completed.
iv. Fingerpost sign at Parsonage crossroads – damaged party at fault had reported it and new fingerpost base to be ordered. LS had investigated and found one at £1,090 plus VAT and invoice sent on to drivers insurers.

g. Community Engagement & Communication

i. Website / Comms in general – LS reported current webmaster stepping down and AS had agreed to take on the website in addition to clerks role. 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. Going forward anticipated minimal maintenance. Contact to be made with webmaster re handover **(AS)**
ii. Notice Board Replacement / repair – LS stated that he would refurbish the Parsonage Rd notice board at some point - Ongoing LS
iii. Register of Community Assets – The Walnut Tree application submitted, and receipt acknowledged. Normally 6 weeks for decision.
iv. Bakery signage – suggestions had been offered to the Bakery.

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

i. Next LCN – which LCN are we in? HH to investigate and advise.

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ii. Safeguarding Policy to be adopted. CB proposed, seconded by GC Agreed by all.
iii. Equality and Diversity Policy to be adopted. CB proposed, seconded by GC Agreed by all.
iv. Councillor vacancy – ongoing.

i. **Highways**
   i. Howell Hill – ongoing.
   ii. Urgashay ditch update – levels done. Concrete headwall and NRV required. Cost to be investigated and LS to continue with as part of Flood Mitigation.

j. **Community Benefit Fund (CBF)**
   One new application received from playpark equipment renewal group for up to £8K subject to other funding received. AS to speak to group regarding a plan/poster of proposal to circulate via village email.

0325.08 Correspondence / Other matters requiring action

a. Old School CLT Survey LS to complete.
b. Bus Champion – information no action.
c. Somerset Day Choral Evensong 5th May Taunton Minster – info only to go out via bi-weekly bulletin

0325.09 Clerk / Responsible Financial Officer Report

a. Year End out turn projection. Discussed on track prior to year end audit.
b. Receipt of National Lottery Grant. Info only.
c. Clerks expenses 01/04/25 onwards. AS has an old phone which she will use for Parish business only with a monthly charge of £8 for the SIM/Data plan. Plus proportion of Broadband no landline.
d. Payment Authorisation – CB proposed GC seconded. Agreed by all.

Cheque No. or OP Ref	Payee	Service / Goods Purchased	Amount
43/2425	A Suter	Training Hrs Jan	£151.80
44/2425	J Stamp	Lengthsman Duties Dec/Jan	£200.00
45/2425	L Stevens	Salary Jan (Net)	£116.80
46/2425	SALC	Training Courses (unpaid 23/24)	£120.00
47/2425	Defib Store	Replacement Pads (Davis Hall)	£79.20
48/2425	A Suter	Training Hours Feb	£221.92
49/2425	L Stevens	Salary Feb (Net)	£140.16
50/2425	SALC	Training Courses Clerk 3 £160 + Cllr 2 £80	£260.00
51/2425	L Stevens	Exp + Back Hrs 01/04/24-31/12/24	£239.67
52/2425	Jeff Stamp	Lengthsman Duties Feb	£80.00
53/2425	Cliff Baker	Flood Warden Waders	£27.99
54/2425	Gallagher Insurance	Mower Insurance 1/4/25-31/3/26	£205.08
Total			**£1,842.62**

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0325.10 Planning Applications

25/00137/FUL – Creation of agricultural access route and ancillary works Steart Hill Farm. Hopkins Estate Ltd. – Agreed All - send letter of refusal **(LS)**

0325.11 Matters of Report / Future Business

a. **Other Matters of Report –** none.
b. Matters of Future Business – none.

0325.12 Date of next meetings – Annual Meeting Thursday 1st May 2025 in the Davis Hall Committee Room. Annual Parish Meeting 30th May 2025.

0325.13 The meeting closed at 21:20pm

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