WEST CAMEL PARISH COUNCIL

Minutes of the West Camel Parish Council Meeting held on Thursday 6th November 2025 at 7:30 pm in the Conference Room at The Davis Hall.

Present:	Vice Chairman	**Mick Richens (MR)**
	Councillors	**Cliff Baker (CB)**
		Jane Lawrence (JL)
		Jenny Down (JD)
		Jo Roberts (JR)
		Geoff Chapman (GC)
	Clerk	**Angela Suter (AS)**

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

Members of the public – 1

1125.01 Electors' Participation – None.

1125.02 Apologies for Absence – Kathy Miller-Hunt (KMH)

1125.03 Minutes of the last meeting (04/09/25) to be agreed and signed - The minutes were agreed by all councillors and were duly signed by MR and AS.

1125.04 Matters of Report arising from the previous meeting minutes (not on the agenda) – None.

1125.05 Declaration of Interest and details of dispensations requested / granted since last meeting (councillors and/or visiting councillors). – None.

1125.06 Somerset Council Councillor feedback – HH passed on a copy of the book Flood Mary – Making your Home Flood Ready which he has managed to secure a copy for each parish council. Residents to be emailed with details of where to find the information on the Flood Mary website. AS asked HH on behalf of KMH which LCN we were meant to be in HH advised we are still Yeovil despite his numerous requests for us to be moved to Wincanton. AS also asked HH about the email received from residents regarding EA Wessex being supposedly unaware of the May 2023 floods. HH advised this was not the case and would forward email correspondence to AS. MR thanked HH for his contribution.

1125.07 Standing Items of Business

a. **Environment**
   i. Flood Plan – Community JL to carry out inventory and signpost vulnerable residents JL mentioned still a few houses to make contact with so still in progress. (**JL)**
   ii. Flood Mitigation Proposals 202/26 – SRA Grant work has been completed at The Old Mill and update sent to SRA as required. Next task is to clear from Willows to Old Mill some overhanging branches and vegetation to remove. Requires 2 people. Frog Lane investigations still ongoing as to finding a contractor able to carry out the work. CB mentioned there was a meeting of flood working party on 21st November to investigate what is required to start using the new boat for river clearance. Following 21st November, we will write to all riparian owners along the river advising of their responsibilities and requesting the work is carried out. HH mentioned the EA would no longer be enforcing river bank clearance and that they had removed the pump at Bridgehampton. HH to write to EA again. JR mentioned that some residents may be unable to clear their banks on their own. **(CB/JL/LS)**

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b. **Play Area / Ground**
   i. Ground clearance and maintenance alongside tennis court was discussed starting 15th November for stage 1. Stage 2 programmed for 29th November. Volunteers needed for both works clerk to send out message on village email and FB. Lengthsman funds allocated as 10 hours for stage 1 and 2. **(CB/AS/JR)**
   ii. Old playpark equipment maintenance. Jo discussed works required following the annual playground inspection. Some works that Lengthsman will be needed to do and other works such as painting etc that could be carried out by volunteer working party in Spring 2026. Funds are held separately for this work to be carried out. Decision needs to be made regarding new football posts as the ones currently in situ are very old and require some work. Investigate costs for new and discuss in January. **(JR/AS)**
   iii. Mowers Supper – agreed WCPC (x8) will meet the same per head costs as the PCC (x4) and Davis Hall (x3) have generously agreed at £25 per head. Total of 15 mowers. Clerk to advise PCC and DH.

c. **Community Housing Scheme**
   No updates.

d. **Traffic Calming**
   i. Further signage regarding children playing on Southmead. The sign has now been installed.

e. **Community Engagement & Communication**
   i. Defibrillator training session. Agreed a good idea and the clerk has approached Dorset Air Ambulance for availability in late January for an afternoon (3-4pm) and an early evening (6-7pm) session. £100 donation. Ongoing – **(AS)**

f. **Parish Council Processes / Unitary Authority Update**
   i. Organisation chart initiated by MR discussion regarding roles and responsibilities of each councillor and their contributions. Cllrs asked to review the charts for areas they would wish to lead and/or support. List what they currently do. To be discussed at January meeting. **(ALL)**
   ii. Lengthsman – programme of routine works and monthly hours/budget and management of requests/works to be carried out. Agreed Cllr Cliff Baker would oversee all work now for the lengthsman. Lengthsman to be advised this is his point of contact going forward. **(AS)**

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

1125.08 Correspondence / Other matters requiring action

a. Resident request for info regarding EVAG flood defences. JL advised this had been resolved prior to the meeting.
b. Approve clerk's additional hours accrued April-September (Clerk left the room) approved by all. Discuss if there could be tasks that may be taken on by councillors themselves. To be discussed at January 2026 meeting in conjunction with point 1125.07 f. (i) above.

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1125.09 Clerk / Responsible Financial Officer Report

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

Cheque No. or OP Ref	Payee	Service / Goods Purchased	Amount
27/2526	WetnWicked	Small river clearance boat	899.00
28/2526	A Suter (expenses)	Defib electrode pads	77.94
29/2526	A Warner	Nuts/Bolts for playpark bench	21.69
30/2526	J Stamp	Lengthsman duties September	150.00
31/2526	L Stevens (expenses)	Mower fuel	36.17
32/2526	Kompan	New playpark bench (PCC donation)	948.00
33/2526	A Suter (expenses)	Waitrose flowers/wine thank you	35.60
34/2526	HMRC	Q2 PAYE	208.20
35/2526	Key Contractors	River clearance (SRA grant)	1524.00
36/2526	C Baker	Life jackets	62.36
37/2526	SALC	Cllr train (Jo Roberts)/Clerk train	50.00
38/2526	A Suter	Expenses 05/09-05/11 and Add Hrs	339.61
39/2526	J Stamp	Lengthsman duties October	300.00
40/2526	L Stevens (expenses)	Mower fuel / mower parts	39.20
Total			**£4,691.77**

b. Budget 2026/2027. Clerk asked Cllrs to have a think about any items that we may need to take into account for the next financial year so that a budget could be circulated early/mid-December prior to the January 2026 meeting.

1125.10 Planning Applications

New planning applications – None to report.

Planning Updates – None to report.

1125.11 Matters of Report / Future Business

a. **Other Matters of Report –** The passing of Sue Agland and condolences to her family.
b. **Matters of Future Business** - none.

1125.12 Date of next meeting – Thursday 8th January 2026 in the Davis Hall Committee Room.

1125.13 The meeting closed at 20.50pm

Signed..... **.....**
Chairman Date 8th January 2026 **Clerk Date 8th January 2026**

Initialled.....
Chairman