

# WEST CAMEL PARISH COUNCIL

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Annual Meeting of West Camel Parish Council to be Held on Thursday 7<sup>th</sup> May 2026 at 7:30 pm in the conference room at The Davis Hall.

## AGENDA

1. To elect a chairman.
2. Chairman's declaration of acceptance of office.
3. Allocation of Councillors to Committees / Working Parties
  - a. Personnel Committee – needs 3. (MR/GC/CB)
  - b. Planning Committee (Lead + All) (MR)
  - c. Community Housing Project (Lead + 1 (or more \*)) (KMH / JL)
  - d. Physical Environment / Flooding Working Party (Lead + 1 (or more \*)) (CB/KMH/JL)
  - e. CBF Panel 2 councillors to represent the PC. (MR/JD)  
\* Can include volunteers from the community.

### Lead Roles

- f. Vice Chairman (MR)
- g. Planning (b above) (MR)
- h. Footpaths (LS)
- i. Playground / field (MR)
- j. Contingency and Emergency Planning (GC/JL)
- k. Davis Hall rep. (JD)
- l. Youth in the Parish (KMH)
- m. Communication / web master (CB/AS)
- n. Demographics. (KMH)

4. Electors' participation.
5. To declare a vacancy.
6. Apologies for absence.
7. Minutes of last meeting (05/03/26) to be agreed and signed.
8. Matters of report arising from previous meeting minutes (not covered below).
9. Declaration of interest and details of dispensations requested / granted since last meeting (councillors and/or visiting councillors).
10. Somerset Council Councillor feedback.
11. Standing Items
  - a. Footpath / R.O.W. update – LS.
  - b. Environment.
    - i) Contingency Flood Plan – has this been finalised? – JL/CB
    - ii) Flood Monitoring proposals – next stage of river clearance? Letter regarding riparian rights? CB / JL
    - iii) Flood Mitigation proposals 2025/26 (SRA Grant) next stage? – CB / JL

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## A G E N D A

- c. **Play Area / Ground**
  - i) Update on maintenance work - JR
- d. **Community Housing Scheme** – no updates
- e. **Traffic Calming** – no items
- f. **Community Engagement & Communication**
  - i) New Website/emails – AS
  - ii) Village Fete requests to discuss - AS
- g. **Parish Council Processes / Unitary Authority Update** – no updates
- h. **Highways** – no items
- i. **Community Benefit Fund** – Discuss promoting to the community for ideas.

### 12. Correspondence / Other matters requiring action

- a. To agree meeting dates for 2026/27 – All
- b. APM – format and presentation – pre-meet to finalise? – All.

### 13. Clerk / Responsible Financial Officer Report

- a. Insurance renewal 2026/27
- b. To receive the Internal Auditors Report
- c. To approve Section 1 Annual Governance Statement – All
- d. To approve Section 2 Accounting Statements 2025/26 - All
- e. Payment Authorisation – presented at meeting.

### 14. Planning Applications

#### New planning applications

**26/00619/FUL** - Land Opposite The Hollies on Southern Side of A303 Plowage Lane West Camel – Erection of two self-build dwellings and garaging, the formation of vehicular access and the provision of car parking - WCPC No objection submitted 22/04/26

#### Planning Updates

**26/00012/FUL** Plot 1 South Street West Camel Appeal Start 6008085 – Garage

### 15. Matters of Report / Future Business

- a. Other matters of report.
- b. Matters for future business.

### 16. Date of next meeting – **APM Friday 29<sup>th</sup> May Davis Hall**