WEST CAMEL PARISH COUNCIL

Minutes of the West Camel Parish Council Meeting held on Thursday 2nd July 2026 at 7:30 pm in the Conference Room at The Davis Hall.

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

Somerset Council Councillors – 0

Members of the public – 1

0726.01 Electors' Participation – None

0726.02 Apologies for Absence – Jane Lawrence (JL)

0726.03 Minutes of the last meeting (07/05/26) to be agreed and signed - The minutes were agreed by all councillors and were duly signed by KMH and AS.

0726.04 Matters of Report arising from the previous meeting minutes (not on the agenda) – Nothing to report

0726.05 Declaration of Interest and details of dispensations requested / granted since last meeting (councillors and/or visiting councillors). – none

0726.06 Somerset Council Councillor feedback – No Somerset Councillors attended.

0726.07 Standing Items of Business

a. **Footpaths / RoW –** Email update from L Stevens read out.
FP WN 23/30 (15925) mentioned at parish meeting change from stile to gate it is actually in QC Parish although WCPC could make a request to SC RoW team. **Clerk to liaise with LS**
FP WN23/8 (Gate 16568) – **LS to chase with SC RoW officer.**
FP Y27/18 bridge 2269 collapsed and this now renders the footpath impassable. LS to check with landowner at Downhead Manor Farm if he is aware of anything being done.
Mead Farm nettle growth impeding access GC reported this had now been cleared.
Y30/28 Eastmead Lane completely overgrown and reported to RoW.
A303 various new and existing RoW – contact from Highways England to say they are hoping to open the new routes at the end of the month.

b. **Environment.**
Flood Warden update from CB and JR in JL's absence. A few more details are needed to complete the flood contingency plan so this is still ongoing JL hoping to get this to CB for formatting soon. River maintenance the rive has been cleared so it flows from the bridge by Walnut Tree through to Frog Lane bridge. Non return valves cleared and all working. Equipment purchased against the SRA grant is currently being stored at Cllr Roberts as no charging points available at the storage unit. Frog Lane Bridge 'island' clearance will have to be a manual job just need to decide where and how the material removed is disposed of. CB asked if photos had been taken AS to email to him. CB advised any remaining SRA grant money would need to be 'used'

Initialled.....
Chairman

Minutes of the West Camel Parish Council Meeting held on Thursday 2nd July 2026 at 7:30 pm in the Conference Room at The Davis Hall.

by September 2026. CB approached Camway House owners regarding the open water and potentially if the gates could be locked as the house is currently uninhabited and concerns have been raised regarding potential trespassing and accidents. CB to discuss direct. Riparian Owners email has been sent out to the village and any potential major issues can still be submitted to the EA. We can only be responsible for our own parish and hope other parishes along the river follow suit. WCPC has spent a considerable amount of money on river maintenance in the past 3 years.

c. Community Housing Scheme

i. Plot 1 is now on the open market no further update re the garage building consent.

d. Community Engagement & Communication

i. APM – what next? Feedback on the new format was generally well received but with perhaps a bit more interaction from some councillors. Decision agreed to move to a Thursday evening in 2027 and an earlier time of 6.30pm.

ii. Fete feedback - very successful, lovely thank you card received and £1060 profit deposited into the PC account to be used for a playing field project (Petanque?).

e. Parish Council Processes

i. Davis Hall – what can we do to support? JD talked us through the 25th Anniversary celebrations of the Davis Hall opening saying they would be holding an afternoon tea (with bubbles) 11th October and that once firm plans had been made, she would report back to council if the PC could support in any way.

ii. Clerks Appraisal – clerk left the room whilst Councillors discussed progress over the past 18 months MR lead for personnel committee. Agreed clerk to move to SCP Level 29. Set of objectives for the next 12 months to be set and agreed. MR and KMH to notify the clerk of what was discussed and agreed. **(MR / KMH to action)**

f. Community Benefit Fund (CBF)

Several items were raised at the APM by residents – enhancements/improvements they would like to see. Pond clearance, another dog poo bin, a pétanque/boules court in the playpark as it was mentioned by several people that all the activities at the playing field were geared up towards young children when our village has a much wider demographic. AS had made contact with Ashbrittle Parish Council who are installing a pétanque court and they have been very helpful providing a list of materials and measurements. AS has also investigated the costs of a new bin opposite the bush shelter and got a rough estimate to do an initial clear out of the pond but would need to have an indemnity in place in case of piercing the liner. Clerk to do an email to the village promoting that the CBF is for the community as a whole and that if there was something they would like the money spent on they as a community/group would need to make an application using the form which can be supplied by the clerk**. (AS to action)**

0726.08 Correspondence / Other matters requiring action

a. Discussed Enhances Highways Maintenance Scheme for highways works to be funded by City Town and Parish Councils. New mapping system for annual works (drainage, resurfacing, verge maintenance, gully emptying). New tools and processes put in place for the request of enhanced maintenance works (to be funded by City, Town and Parish Councils) with the ability to liaise directly with the Council.

Initialled.....
Chairman

Minutes of the West Camel Parish Council Meeting held on Thursday 2nd July 2026 at 7:30 pm in the Conference Room at The Davis Hall.

0726.09 Clerk / Responsible Financial Officer Report

a. Agree an interim audit – MR volunteered.
b. Payment Authorisation – AS shared the Schedule of Payments for 8th May to 2nd July 2026 (below) which totalled £6,636.83 (£6,348.85 paid prior to the meeting) £287.98 to authorise at the meeting. MR proposed approval of all payments, seconded CB, agreed all.

Cheque No. or OP Ref	Payee	Service / Goods Purchased	Amount
06/2627	J Stamp	Hedge Maintenance	60.00
06/2627	J Stamp	Mowing (March & April)	125.00
06/2627	J Stamp	Playground Install Work (Play Fund)	262.50
07/2627	Zurich	Main Insurance Policy	436.01
08/2627	SALC	Affiliation Fee for SALC & NALC	217.73
09/2627	A Suter	Expenses 06/03-07/05	31.98
10/2627	MCW Roberts	Playground – fittings (Play Fund)	47.61
11/2627	J Roberts	Playground planters (Play Fund)	71.01
12/2627	C & R Hooper	Mower Fuel	27.93
13/2627	A Suter	APM consumables	31.47
14/2627	Parish Online	Annual Subscription Fee	54.00
15/2627	ICO	Annual Subscription Fee	47.00
16/2627	A Suter	APM – Refreshments	96.02
17/2627	Kellaway Building Supplies	Playground Fence Repairs (Play Fund)	152.56
18/2627	Davis Hall	Meeting 2026-2027	70.00
19/2627	Galhampton Stores	Benches for tennis court (CBF)	462.86
20/2627	C Baker	Reimbursement of river eqt. (SRA Grant)	580.37
21/2627	Inspect & Repair	Tennis court fencing (CBF)	3574.80
	A Suter	Expenses 08/05-02/07	31.98
	L Stevens	Mower Fuel	81.00
	J Stamp	Lengthsman Duties	175.00
Total			**£6,636.83**

0726.10 Planning Applications

New planning applications – None.

Planning Updates – None.

Initialled.....
Chairman

Minutes of the West Camel Parish Council Meeting held on Thursday 2nd July 2026 at 7:30 pm in the Conference Room at The Davis Hall.

0726.11 Matters of Report / Future Business

a. **Other Matters of Report –** Stonewater Housing Association and the tree situation at Home Close. Ask for a progress update. **(AS to action)**
b. Matters of Future Business – none.

0726.12 Date of next meetings – Thursday 3rd September 2026 in the Davis Hall Committee Room.

0726.13 The meeting closed at 20:35pm

Signed.....
Chairman
Date 3rd September 2026

.....
Clerk
Date 3rd September 2026

Initialled.....
Chairman