

WEST CREWKERNE PARISH COUNCIL

ANNUAL COUNCIL MEETING

Incorporating Clapton, Hewish, Woolminstone, Roundham & Henley Manor

**NOTICE IS HEREBY GIVEN THAT WEST CREWKERNE PARISH COUNCIL
WILL HOLD THEIR ANNUAL COUNCIL MEETING IN THE CLAPTON AND WAYFORD VILLAGE HALL
AT 7.30pm on THURSDAY 22nd MAY 2025**

Rose Richards, Clerk to the Parish Council: 17th May 2025

ALL COUNCIL MEETINGS ARE OPEN TO MEMBERS OF THE PUBLIC AND THE PRESS

AGENDA

307 Election of Chair

308 To receive the Chair's Declaration of Acceptance of Office

309 Election of Vice Chair

310 To receive Vice Chair's Declaration of Acceptance of Office

311 Members to receive apologies for absence and to approve the reasons given

312 To receive any Declarations of Interest (pecuniary or non-statutory Interests)

313 Open Forum including Somerset Councillors Reports

Members of the public can ask questions of, raise concerns, or make comments regarding the Parish Council. A speaker in the Open Forum may only represent his, her or their own point of view and shall not speak for more than 3 minutes. Issues raised may be referred to the Clerk to respond to within 10 working days or listed on a subsequent agenda.

314 Approve the Minutes of the Ordinary Council Meeting held in March 2025

315 Election of Joint Burial Committee members

316 Outstanding Items Update

- a) Update on the Posts for Speed Indicator Devices including confirming the acceptance of a quote
- b) Update of the possibility of online banking

317 Planning Matters

West Crewkerne Parish Council is a Statutory Consultee for Planning Applications and as such does not make the final decision on any application. Any decisions and comments made by the Parish Council will be reported to the Planning Officer. Somerset Council is the Planning Authority and will issue the final decision notice.

- a) Members to resolve Applications received:
 - Application Reference: 25/00710/FUL
Applicant: Mr T Rudkin
Location: Shearstones West Crewkerne TA18 8QS
Proposal: Demolition of dwelling and construction of replacement dwelling
Observations required by: 25th April 2025

Resolved: In order to meet the deadline members had responded to the Clerk by email giving their unanimous support for the application

- Application Reference: 25/01098/PAMB
Applicant: A H Warren Trust
Location: Home Farm Roundham Crewkerne Somerset TA18 8RH
Proposal: Prior Approval from Agri to dwellings
This is a notification only as the decision for this application is delegated to Planning Officers
- b) Application Decisions:
Application 25/00710/FUL Shearstones West Crewkerne TA18 8QS - Permitted with Conditions
- c) Applications Awaiting Decision:
24/03010/FUL Land Adj to Crewkerne Straight Crewkerne TA18 8RJ
25/00593/LBC Middle Manor Henley Manor Henley Crewkerne TA18 8PQ

318 Finance

Proposals:

- a) Members to note the May schedule of payments
- b) Members to approve the previous two months bank reconciliations. These are to be verified and signed by a member other than the Chair as per Financial Regulations 2.6
- c) Members to note the recent CIL payment and the criteria for spending
- d) Members to approve the updated Ear Marked Reserves for 2025-26

319 Internal Auditors Report

Proposal:

- a) To receive and approve the Internal Auditor's Report
- b) To confirm the Council is satisfied that the Internal Auditor has undertaken the audit satisfactorily
- c) To appoint the Internal Auditor for 2025-26 Annual Audit

320 Annual Return for the Financial Year Ended 31st March 2025

Proposals:

- a) To consider and approve Section 1 – Annual Governance Statement for 2024-25
- b) To consider and approve Section 2 – Accounting Statements for 2024-25
- c) To certify itself as exempt and sign the Certificate of Exemption – AGAR 2024-25 Form 2
- d) Members to agree the dates for the exercise of Public Rights to the financial records of the Parish Council

321 Members to approve the 2025-26 donation to Clapton & Wayford Village Hall

322 Members to consider an application for a Donation from the Table Tennis Group

323 Document Review

Proposal: Members to review and adopt the following policies:

- a) Grant Awarding Policy
- b) Donations Policy
- c) Filming, Photographing, Audio Recording and Reporting Policy

324 Report from the Joint Burial Committee

325 Highways Matters and Flooding Issues including an update from the meeting with Highways

326 Public Rights of Way

327 Clerk's Report and Correspondence

328 Date of Next Meeting: 24th July 2025