

## **WEST CREWKERNE PARISH COUNCIL**

**Incorporating Clapton, Hewish, Woolminstone, Roundham & Henley Manor**

**Councillors are summoned to attend the Ordinary Meeting of the Parish Council on Thursday 27th November 2025, 7.00pm at Clapton and Wayford Village Hall**

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

### **AGENDA**

**359 Members to receive apologies for absence and to approve the reasons given**

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

**361 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.*

**362 Approve the Minutes of the Ordinary Council Meeting held 25th September 2025**

**363 Outstanding Items Update**

- a) Progress update on setting up online banking
- b) Update on the installation of the SID's in Roundham

**364 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: None received
- b) Applications Decisions received:  
25/01656/LBC The Granary Henley Manor Henley Crewkerne TA18 8PQ – Permitted with conditions
- c) Applications Awaiting Decision: 24/03010/FUL Land Adj to Crewkerne Straight Crewkerne TA18 8RJ
- d) Appeal in respect of Application Decision:  
Members to decide what action they wish to take in respect of application 24/00352/FUL Land OS 8186 Dunsham Lane Wayford Crewkerne Somerset

**365 Finance**

Proposals:

- a) Members to agree the November schedule of payments and approve the previous two months bank reconciliations
- b) Members to review the first six month Spend to Budget report

**366 Document Review**

Proposal: Members to review and adopt the following policies:

- a) Information Technology Policy – New for 2025
- b) Disciplinary Procedures – Pronouns updated
- c) Grievance Procedure – Pronouns updated
- d) Dignity At Work – No change
- e) Homeworking Policy and Risk Assessment – No Change

**367 Report from the Joint Burial Committee**

**368 Highways Matters and Flooding Issues**

**369 Public Rights of Way**

**370 Report on the Somerset Prepared Climate & Environment Emergency Plan**

**371 Report from the Crewkerne and Ilminster LCN Meeting held 21st October**

**372 Clerk's Report**

**373 Website Compliance**

- a) Members to consider and accept a quote for either a new .gov.uk website or making our current website WCAG Compliant
- b) To agree the .gov.uk website name from either westcrewkerneparishcouncil.gov.uk, westcrewkerneparish.gov.uk or westcrewkerne-pc.gov.uk
- c) To approve spending from a combination of both Website Reserves and General Reserves

**Confidential Items**

Proposal: Under Standing Orders 3d and 10xi the Parish Council resolves that in view of the confidential nature of the business to be transacted (legal, personal, or commercial), the press and public be excluded and they are instructed to withdraw.

**374 Members to agree the Clerk's pay in line with the Local Government Services Pay Agreement 2025/26 and increasing the clerk's hours**

**375 Date of Next Meeting: 22nd January 2026**

*Rose Richards  
Clerk to the Parish Council  
22nd November 2025*