

BISHOPS LYDEARD & COTHELSTONE PARISH COUNCIL

Clerk to the Council: David Richards, 37 Stawell Road, Bishops Lydeard, TA4 3FA
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<http://www.bishopslydeardparishcouncil.gov.uk>

04 July 2025

Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by the Local Government Act 1972 Section 100 unless the Parish Council by resolution(s) enters confidential session, when the public are lawfully excluded. Such entitlement to attend does not include the right to speak on any matter except at the commencement of the meeting given over specifically for that purpose.

Please note that this meeting will be recorded. The recording will be retained until the minutes of the meeting are approved.

To: The Chairman and all members of Bishops Lydeard & Cothelstone Parish Council.
You are summoned to attend a Parish meeting of Bishops Lydeard & Cothelstone Parish Council in the Village Hall at **7:00pm on Wednesday 9th July 2025**.
The meeting will be held in public.

David Richards
Clerk to the Council

AGENDA

1. Apologies: To receive apologies and to approve reasons for absence.
2. Declarations of Interest in relation to items on the agenda.
3. Minutes of the meeting held on 11th June 2025:
 - a. To consider the approval of the draft minutes of the meeting held on 11th June 2025.
See document at:
https://bishopslydeardparishcouncil.gov.uk/meetings/full_council

4. Comments from members of the public.

NOTE: Members of the public are invited to ask questions and raise issues, but please note, this is not a discussion forum. Please make your wish to speak known to the Chairman or the Clerk before the start of the meeting. When called, please give your name. You have three minutes in which to speak. The total time allowed for this agenda item is 15 minutes.

DECISIONS:

5. Decision on 'Expression of Interest' for the Hither Mead Open Space (paper)
6. On Your Bike 2025 – decision to run two further events at a cost of £470.00 per event (paper) – Cllr Hunt
7. Approval to provide a mobile phone for the library at a cost of £84.99 per year (see paper)
8. Approval to replace the old digital communicator in the Library with a new Dualcom Digi-Airsystem at a cost of £175.00 plus £175.00 per year (see paper) - Clerk
9. Approval to shutdown the old email system and retain an archive of all to old emails at a cost of £150.00 plus VAT. NOTE: We will need to retain the old domain names at a cost of £40 per year.
10. Approval to upgrade the Zoho email account storage from 5GB to 10GB at a cost of £24.00 plus VAT per year or 30GB at a cost of £42.00 plus VAT per year.
11. Approval for Parish Online Cloud Office Software at £42.00 plus VAT per year - Clerk
12. Approval to deactivate/ delete the old Facebook and Instagram accounts - Clerk
13. Decision on opening and closing toilets - Clerk
 - a. Open all the time (24 hours, 7 days a week)
 - b. Permanently close them
 - c. Pay Fairy Dust Cleaning & Care Services – they can open the toilets at 6:30am and close them at 7pm on a daily basis including weekends and bank holidays with the exception of Christmas Day and Boxing Day. It is expected that the maximum charge would be ½ hour per day at £22.50 per hour (i.e. £11.25 per day) – Total cost £4,083.75
 - d. Install new doors with automated system to lock and unlock the doors (cost is £7,975 plus VAT Plus electrician cost)
14. Approval to purchase three more lockable toilet roll holders for the Public Conveniences at a cost of £79.99 each incl. VAT - Clerk
15. Decision to award South West Heritage Trust, Chew Valley Hoard Project a grant of £1000 approval (paper)

16. Planning Applications:

Application for a premises licence: Podshavers Barn, Pound Lane, Bishops Lydeard.

Licensing reference: MA/59743 (paper)

Case Ref: 06/25/0016/T: Proposal: Notification to fell two coniferous trees within Bishops Lydeard Conservation. Area to the rear of 2 Taunton Road, Bishops Lydeard.

Application Type: Works to Trees in Con. Area inc. Felling

Case Ref: 06/25/0010: Proposal: Change of use of land from agricultural to form a sports field (rugby pitch) with associated car parking area on land to the west of Dene Road and south of A358, Bishops Lydeard. **NOW WITHDRAWN**

17. Authorisation of Clerk's pay and expenses for July 2025 (paper)

18. Finance

To approve the Finance papers:

18a – May 2025 Bank Reconciliation (paper)

18b – Revised CIL Report (paper)

18c – Revised Reserves Report (paper)

18d – Scribe Summary Report (actual Vs budget)

PAYMENTS:

To approve the invoices and payments set out in the “purchase invoice log” as follows:

July 2025 Meeting:							
List 1							
From:	Number:	Date:	For:	£ Excl. VAT	£ Inc VAT		
Zurich Insurance	545125370	05/06/2025	Insurance	£1,039.90	£1,039.90		
Coomers Security	246597	05/06/2025	Fire Extiguisher Maintenance	£40.70	£48.84		
SALC	2122	20/06/2025	Training - Being a Successful Chairperson	£35.00	£35.00		
GTH	0000046660	23/06/2025	Sandhill Park wood valuation report	£937.10	£1,124.52		
Jacks Garden Mtce	2239	28/06/2025	Lengthsman - May 2025	£1,170.70	£1,404.84		
Fairy Dust Cleaning	0625	30/06/2025	Cleaning the Library	£146.25	£146.25		
Fairy Dust Cleaning	0625	30/06/2025	Cleaning the toilets	£596.35	£596.35		
Somerset Council	30116138	04/07/2025	Bins and Grass cutting -Q1	£2,115.68	£2,538.82		
RK Bell Projects Ltd	IN983	30/06/2025	Streamside path	£29,207.20	£35,048.64		

To approve the additional invoices and payments as follows:

List 2							
From:	Number:	Date:	For:	£ Excl. VAT	£ Inc VAT		
The Paper Shop	1047-250621	21/06/2025	Newspapers	£8.12	£8.12		

Direct Debits:

Direct Debits							
From:	Number:	Date:	For:	£ Excl. VAT	£ Inc VAT		
EDF	23704384	04/06/2025	Library electricity	£72.53	£76.16		
Bristish Gas	810173348	01/07/2025	Electricity for Public Conviniences	£35.48	£37.25		
Somerset Web Services	SWS117315	02/07/2025	Email support	£10.00	£12.00		

Bank Charges:

Bank Interest							
From:	Number:	Date:	For:			£ Excl. VAT	£ Inc VAT
HSBC	N/A	29/06/2025	Bank Interest			£11.82	£11.82
Unity Trust Bank	N/A	30/06/2025	Bank Interest			£7.80	£7.80

RECEIPTS:

CCLA Investment Account Bank: Interest of £2,278.35 and £50,000 deposit from Unity Trust Bank

REPORTS AS FOLLOWS:

19. Library Update (paper) – Cllr Pattemore
20. Devil's Whispering Well Sign – Cllr Lewin-Harris
21. Draft Emergency Plan update (paper) – Cllr Roberts
22. Correspondence List (papers) - Clerk
23. Somerset Council Matters (paper) - Cllr Rigby
24. Lengthman's monthly report (paper)
25. Avon & Somerset Police Report (paper)
26. Clerks Report and action tracker (papers)
27. To note planning permissions granted

Case Ref: 13/25/0004 - Reinstatement of chimneys on the east and west wing of Cothelstone Gatehouse. Conditional Approval.

Case Ref: 06/25/0009 - Erection of single storey extensions to the front and rear and a first-floor extension to the side of 8 Hobbs Mead, Bishops Lydeard. Conditional Approval.

28. To note planning applications withdrawn - **TBA**
29. Any Other Business – for report only

Resolve to enter confidential session and exclude the press and public – item confidential due to the consideration of the purchase of an asset.

30. Sandhill Park Wood - decision to proceed with the purchase

Date of next meeting: Wednesday 13th August 2025 at 7pm Bishops Lydeard Village Hall