

BISHOPS LYDEARD & COTHELSTONE PARISH COUNCIL

Clerk to the Council: David Richards, 37 Stawell Road, Bishops Lydeard, Taunton TA4 3FA

Email address: clerk@bishopslydeardparishcouncil.gov.uk

Website: bishopslydeardparishcouncil.gov.uk

Minutes of the Parish Council (PC) meeting held in the Village Hall, Bishops Lydeard on Wednesday 10th December 2025.

Present: Cllrs Lewin-Harris (Chair), Allen, Roberts, Salter, Hunt, Pattermore, Warmington, Bainbridge, Rigby, Bletcher and Orr and supported by David Richards (Clerk)

NOTE: Cllr Rigby arrived at 7:10pm during agenda item 4, Cllr Bletcher arrived at 7:15pm during agenda item 5 and Cllr Orr arrived at 7.35pm during agenda item 6.

Absent: None

6 members of the public were present including James Dakin (Headteacher of Bishops Lydeard Church School) and the PCSO Vicky Henderson.

Agenda Item 1 – 299/25 Apologies: To receive apologies and to approve reasons for absence.

Cllr Orr sent an apology as he would be arriving late for the meeting.

Agenda Item 2 – 300/25 Declarations of Interest

Cllr Roberts declared a Disclosable Pecuniary Interest in The Paper Shop – agenda item 14 invoice payments - list 2.

Cllrs Allen and Pattermore declared a Disclosable Pecuniary Interest in the Village Hall – agenda item 14 invoice payments - list 2.

Agenda Item 3 – 301/25 To consider the approval of the draft minutes of the meeting held on 12th November 2025

It was noted by Cllr Bainbridge that the meeting minutes on page 4 (Sandhill Park Woodland) did not state accurately what she said in the meeting. It was resolved to amend the minutes as follows:

Remove the following sentence: *Cllr Bainbridge was concerned that the cost of the initial clearance of land may not be within the CIL acceptance criteria.*

Replace it with the following sentence: *Cllr Bainbridge stated that cost of the initial land clearance does not have to come out of the CIL budget.*

Cllr Lewin-Harris proposed to accept this change. This was seconded by Cllr Salter and received unanimous support.

The minutes were proposed as an accurate record of the meeting with the above correction by Cllr Allen. This was seconded by Cllr Warmington and received unanimous support.

Agenda Item 4 – 302/25 Comments from members of the public

The clerk read out one of several emails received from members of the public regarding dog waste bins at the Moorland Gate development. The members of the public felt that these dog waste bins are the responsibility of the management company and not the Parish Council. Rather than replacing the bins at the public expense, it would be more appropriate for the management company to arrange for the bins to be emptied weekly.

Neil Powers, the chairman of the Moorland Gate Residents Committee, disagreed with these comments and said that the area is used by the whole community and not just the residents of Moorland Gate. The bin emptying frequency could be increased but this would be at the expense of the residents of Moorland Gate.

Cllr Rigby arrives at this point.

Agenda Item 5 – 303/25 Review and approval of the Bishops Lydeard Church School CIL Funding of £100,000 with revised conditions (paper)

James Dakin (Headteacher Bishops Lydeard Church School) explained that the request for CIL funding has now changed from providing 'fit out' after construction to using the funds to start the construction works. This is necessary as the Department of Education (DoE) grant application will not be concluded until April 2026. However, it is not possible to complete the construction work by September 2026, the deadline for the grant, if work only starts after April 2026. The trust would like the Parish Council to provide the £100,000 grant now and the trust will provide £220,000. This will give sufficient funding for the work to start and be completed in time for the September 2026 term. If the DoE grant is successful, then the Parish Council grant will effectively fund the 'fit out' as originally planned.

Note: Cllr Bletcher arrives at this point.

Cllr Warmington said that it should go ahead as requested as this makes sense.

Cllr Lewin-Harris asked some questions around data in the Childcare Sufficiency Assessment document previously sent to the councillors. These were answered by James Dakin.

Cllr Allen asked if the trust would come back again and ask for further funding should the DoE grant not be successful. Cllr Lewin-Harris said that if that was the case the Parish

Council would have to look at it again. There is no obligation at this time to provide further funding.

Cllr Warmington proposed that the Parish Council provide a grant of £100,000 to enable the construction to start as requested. This was seconded by Cllr Hunt and received unanimous support.

Agenda Item 18 - NOTE: Agenda Item 18 was covered at this point – see minutes on page 7.

Agenda Item 6 – 304/25 Review and approval of Draft 2026/27 budget and Precept (paper)

Cllr Orr arrives at this point.

The clerk went through the draft 2026/27 v2 budget line by line. It was agreed to increase the training budget from £500 to £750. No further changes were made.

The clerk said that it was not possible to conclude the precept as the appropriate forms with the new tax base had not arrived from Somerset Council. This will be added to the January 2026 agenda for review and approval.

Cllr Orr proposed that the 2026/27 budget with the training budget increase from £500 to £750 is approved. This was seconded by Cllr Roberts and received unanimous support.

Agenda Item 7 – 305/25 Review of Dog Waste Bins in the village and authorisation of two new Dog Waste Bins for Moorland Gate at a cost of £1,221.94 plus VAT (papers) and one replacement Dog Waste Bin at Hither Mead at a cost of £237.54 plus VAT (paper)

The CIL application for two additional dog waste bins for the Moorland Gate development was discussed. These two new bins will be situated next to the existing bins to provide additional capacity.

Cllr Orr proposed that the CIL application is approved. This was seconded by Cllr Rigby and received majority support.

Cllr Roberts said that having 2 bins next to each other was not the solution, but more frequent emptying was and she suggested the Parish Council should pay for the bin emptying at least once a week to share the cost with the residents of Moorland Gate.

NOTE: Cllr Allen leaves the meeting at this point.

The replacement dog waste bin at Hither Mead was discussed with no decision being made. It was agreed to review the provision of dog waste bins again next month.

Action: The clerk is to add a review of dog waste bins in the village to next month's agenda.

Agenda Item 8 – 306/25 Approval for a replacement litter bin outside the public conveniences at a cost of £706.74 plus VAT (paper)

The clerk presented the different bin options and quotations.

Cllr Hunt questioned why we needed a bin outside the public conveniences and said a wider review of litter bin locations in the village may be needed.

Cllr Bainbridge noted that there needs to be a bin added by the bus stop on Hither Mead and suggested that this should be added to a future agenda.

Cllr Bletcher proposed that the large metal bin from litterbins.co.uk is approved as a replacement litter bin outside the public conveniences at a cost of £706.74; with both openings labelled as LITTER (and not RECYCLING). This was seconded by Cllr Orr and received unanimous support.

Agenda Item 9 – 307/25 Review and Approval of Commercial Waste Collections for the library and public conveniences (paper).

The clerk presented the different commercial waste options and quotations.

Cllr Hunt proposed that the 100 litre bags from Biffa at a cost of £229.60 per year for the library and the same for the public conveniences is approved. This was seconded by Cllr Bainbridge and received unanimous support

Agenda Item 10 – 308/25 Review and Approval of Legionella Risk Assessments for the Library and Public Conveniences from CASA Environment Services Ltd at a cost of £485 plus VAT for both (paper).

The clerk presented the two Legionella Risk Assessment quotations.

Cllr Orr proposed that the CASA quotation of £485.00 for both the library and public conveniences Legionella Risk Assessments is approved This was seconded by Cllr Hunt and was unanimously supported.

Agenda Item 11 – 309/25 Draft Emergency Plan review and approval (paper).

Cllr Roberts provided an overview of the updated Community Resilience and Emergency plan document and leaflets. The next step is to confirm the cost of printing the leaflets for distribution within the village. She anticipated the cost to be £495 but will confirm this next month. The cost of distributing the leaflets also needs to be confirmed. She was unable to say when the grant application decision will be made by Somerset Prepared.

Agenda Item 12 – 310/25 Planning Applications

The following application was reviewed.

Case Ref: 06/25/0033: Proposal: Change of use from Class A1 (shops) and A3 (restaurants and cafes) to Class B2 (general industrial) at Broadgauge Business Park, Westridge Way, Bishops Lydeard
Application Type: Full Planning Permission

Response: No Comment

Agenda Item 13 – 311/25 Authorisation of Clerk’s pay and expenses for December 2025 (papers)

Cllr Orr proposed that the clerk’s pay for December 2025 (£1,642.20 plus £107.10 overtime, plus £199.85 Employer NI) is approved. This was seconded by Cllr Pattemore and approved by all.

Cllr Orr proposed that the expenses for December 2025 (£94.99) is approved. This was seconded by Cllr Roberts and approved by all.

Agenda Item 14 – 312/25 Finance

14a – October 2025 Bank Reconciliation and Cashbook report

The October 2025 bank reconciliation and Cashbook report were noted.

14b – Scribe Summary Report (actual Vs budget)

The Scribe Summary Report for 01/04/2025 to 31/10/2025 was noted.

14c - Approval of £50,000 transfer from CCLA PSDF account to Unity Trust Bank account.

The clerk noted that as the council resolved to provide £100,000 to the school this will also need to be added to the transfer of funds from the CCLA PSDF account to the Unity Trust Bank account.

Cllr Hunt proposed that £150,000 is transferred from the CCLA PSDF account to the Unity Trust Bank account. This was seconded by Cllr Orr and received majority support.

PAYMENTS:

Cllr Roberts proposed that the invoices listed below were approved for payment. This was seconded by Cllr Bainbridge and approved by all.

List 1						
From:	Number:	Date:	For:	£ Excl. VAT	£ Inc VAT	
Healthmatic Ltd	15039	17/11/2025	Site Survey for new doors	£375.00	£450.00	
Somerset Council	32007843	29/10/2025	Staffing Bishops Lydeard Library for Q2	£2,561.20	£3,073.44	
SPFA	17063/01/12/24	01/12/2025	SPFA Subscription	£15.00	£15.00	
SALC	2503	01/12/2025	Training	£40.00	£40.00	
SLCC	MEM256089-1	01/12/2025	SLCC Membership	£190.00	£190.00	
Jacks Garden Mtce	2364	30/11/2025	Footpath maintenance	£1,135.00	£1,362.00	
Jacks Garden Mtce	2366	03/12/2025	Lengthsman - October 2025	£1,516.80	£1,820.16	
Fairy Dust Cleaning	1125	30/11/2025	Cleaning the Library	£149.84	£149.84	
Fairy Dust Cleaning	1125	30/11/2025	Cleaning the toilets	£630.42	£630.42	

Cllrs Roberts and Pattemore left the meeting at this point due to their declaration of interests.

Cllr Hunt proposed that the invoices in List 2 was approved for payment. This was seconded by Cllr Orr and approved by all.

List 2						
From:	Number:	Date:	For:	£ Excl. VAT	£ Inc VAT	
The Paper Shop	1047-251206	06/12/2025	Newspapers	£16.24	£16.24	
Village Hall	1025	04/11/2025	Parish Council meetings	£60.00	£60.00	

Cllr Roberts and Cllr Pattemore returned to the room.

The **Direct Debits** listed below were noted:

Direct Debits						
From:	Number:	Date:	For:	£ Excl. VAT	£ Inc VAT	
EDF	000025737560	05/11/2025	Library Electricity	£98.59	£103.52	
Bristish Gas	802425041	02/12/2025	Public Conveniences Electricity	£42.44	£44.59	

The **Bank Charges** below were noted:

Bank Charges						
From:	Number:	Date:	For:	£ Excl. VAT	£ Inc VAT	
Unity Trust Bank		31/11/2025	Bank charges	£8.55	£8.55	

The **Receipts** listed below were noted:

Income						
From:	Number:	Date:	For:	£ Excl. VAT	£ Inc VAT	
CCLA Bank		05/11/2025	Interest Payment	£2,316.99	£2,316.99	
Library Cash	BLDLIB_Banking_07	07/11/2025	Library cash	£137.76	£137.76	
HMRC	IHLK-K42M-Z5RV	11/11/2025	VAT Refund	£7,922.24	£7,922.24	
Library Cash	BLDLIB_Banking_28	28/11/2025	Library cash	£98.40	£98.40	

Agenda Item 15 – 313/25 Correspondence List

The clerk provided updates on the correspondence listed in the paper provided.

One item that was highlighted was some fencing adjoining Quantock View that is falling over. The clerk had received quotations to have the fencing removed (for safety of the public) and replaced with new. However, the council was concerned that if they paid for this it would set a precedent for all of the fencing along this road to be replaced at the council's expense. It was understood that this fencing was originally installed by Somerset Council many years ago. The clerk had already emailed Somerset Council, however, Cllr

Rigby suggested that the fencing may be the responsibility of the Housing Revenue Account (HRA) team and the clerk should contact them as it is understood that there are still houses at this end of Quantock View that are managed by Somerset Council.

Action: The clerk to contact the Somerset Council Housing Revenue Account (HRA) team regarding the fencing that is falling over.

Agenda Item 16 – 314/025 Somerset Council Matters

Cllr Rigby provided a report to the council. He covered the Somerset Council's 2026/27 budget challenges including the demand and costs of adult care going up. However, a balanced budget is expected to be set.

He said that the number of planning applications being worked on has gone down from around 1,600 to around 1,200. They are aiming for 900 applications in work for a sustained and manageable situation.

He said that the Local Plan call for sites has seen 1,600 applications received and it will be spring next year for suitable sites to be identified with consultation being completed by the end of 2026.

The A358 Norton Camp flooding improvement works are ongoing with Phase 1 – making the ditch bigger and deeper – planned for completion next week and Phase 2 – altering the road camber – being completed later.

The new access road for the Staplegrove development of 1,600 houses has started. The existing A358/ Silk Mills roundabout will be replaced by traffic lights meaning several sets of lights for traffic to go through.

NOTE: Cllr Bainbridge leave at this point (9:07pm).

Cllr Rigby said that new height restriction barriers have been installed at the Silk Mills Park and Ride site. This should help prevent travellers from occupying the site in the future. The new Orchard Way Park and Ride site is soon due to be operational.

The Hinkley Point site will require an additional workforce to meet the planned schedule. An additional 1,500 workers will be needed. There is expected to be an impact to local services and facilities in the area due to this large increase.

The new Battery facility is underway with around 3,000 workers needed for the build and 4,000 to operate it when completed.

The NEXUS 25 site is now being finalised with some interest in the site being shown.

Agenda Item 17 – 315/025 Lengthman's monthly report

Lengthman's monthly report was reviewed and noted.

Agenda Item 18 – 316/025 Avon & Somerset Police Report

NOTE: This agenda item was covered after agenda item 5 for the PCSO to provide an update.

The PCSO provided a report on the crime statistics for the Wellington Rural Beat area and Bishops Lydeard village that she covers.

Cllr Pattemore said that the issue of nails on Station Road near Greenway causing punctures seems better now.

Cllr Roberts was aware of an incident in the park. The PCSO said this is subject to an ongoing investigation.

Cllr Pattemore raised the issue of parking at the junction of Minehead Road and Station Road by the Lethbridge Arms. Double yellow lines are on one side but not the other. The PCSO said that parking within 10 metres of a junction is illegal and she would act as required. This would normally be a polite reminder in the first instance before issuing a ticket.

Cllr Lewin-Harris said that concerns had been raised about a caravan that is permanently parked on Taunton Road. The PCSO said that Somerset Council do not have bylaws to stop people parking a caravan on the road, however, she would look at it as it should be clearly visible to other road users during the day and nighttime.

Agenda Item 19 – 317/25 Clerks Report and action tracker

The report and action tracker were noted.

The clerk noted that there has been unacceptable graffiti painting on the underpass. The Lengthsman has painted over it now.

A quotation for the Bus Shelter (Hither Mead by the bridge) glass which was broken has been received from the supplier of the shelter. The cost is £325 to provide the glass and parts or £1,050 to provide the glass and fit it. It was agreed that alternative quotations will be needed.

Action: The clerk is to obtain additional quotations for the Bus Shelter glass replacement.

The clerk noted that there had been some issues with the cleaning of the public toilets. This was brought to the attention of the contractor, and the situation has now improved.

The clerk said that an electrician is due to complete the electrical checks at the library on 16th December.

Volunteers were requested to support the survey of the High Street for the virtual footpath design exercise being undertaken by Somerset Council.

It was noted that the library fascia has been impacted by rain and will need to be replaced. The door has also started sticking due to the damp. The clerk will liaise with the building owners.

Action: The clerk is to request that repairs are made to the library fascia and gutters by the building owners.

Agenda Item 20 – 318/25 To note planning permissions granted

The following planning permissions granted were noted:

Application number : 06/25/0025/T: Notification to carry out management works (crown-reduction and thinning) to one oak tree, one sycamore and one eucalyptus tree within Bishops Lydeard Conservation Area at 5 Taunton Road, Bishops Lydeard
Decision of No Objection - Trees was made on 10/11/2025.

Application number : 06/25/0026: Erection of a two storey extension to the rear, single storey link extension to the side with construction of first floor over garage and erection of a two storey extension to garage at The Lilacs, Tithill Lane, Bishops Lydeard
Decision of Conditional Approval was made on 18/11/2025.

Agenda Item 21 – 319/25 To note planning applications withdrawn - None

Agenda Item 22 – 320/25 Any Other Business for report only

Cllr Hunt said that the Christmas Lights were a great success again this year. The Parish Council thanked the volunteers for their efforts with the Christmas Lights again this year. The displays are getting better every year.

Cllr Pattemore was concerned about the new Co-op planning application regarding parking (timed parking needed) and the lack of a post office (post box needed). It was agreed to add the Co-op planning application to the next Parish Council meeting.

Action: The clerk to add the Co-op planning application to the next Parish Council meeting agenda.

Cllr Roberts ask to have the weed control policy on the next agenda.

Action: The clerk to add a review of the draft weed control policy when available to the next Parish Council meeting agenda.

Cllr Roberts mentioned that the roundabout at the Station Road/ A358 junction needs additional markings as two lanes approach the roundabout from the station side and there are no markings to indicate which lane vehicles need to be in when going straight forward or off to the right. Cllr Rigby said he would pick this up again.

The meeting closed at 21:27

Date of next meeting:

Parish Council Meeting on Wednesday 14th January 2026 at 7pm Bishops Lydeard Village Hall (new small hall).