

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>

06 February 2026

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 (new small hall) at **7:00pm on Wednesday 11th February 2026**.

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 14th January 2026:
 - a. To consider the approval of the draft minutes of the meeting held on 14th January 2026. 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. Appointment of new Clerk and initial training at a cost of £150 – Cllr Allen.
6. Appointment of RFO and cost of new laptop and software at a cost of £500 – Cllr Allen.
7. Confirmation of the list of sites from the Somerset Devolution team that the Parish Council would like to Express an Interest in (papers).
8. Approval of the Developed Brief from Somerset Council for the Detailed Design of Site 14 (Cothelstone Road) at a cost of £16,996 (paper).
9. Review and approval of the MUGA Risk Assessment document (paper).
10. Approval of a Social Media Policy for the Parish Council and appointment of the moderators (paper).
11. Approval to request that the Village Hall fenced play area including the under 5s play area is added to the new Dog Control Public Spaces Protection Order (paper).
12. Review of Litter and Dog Waste Bins in the village (paper)
13. Planning Applications:

The following planning application is for notification only:

Case Ref: 06/26/0002/T Proposal: Application to carry out crown-reduction works to two oak trees and one eucalyptus tree included in Taunton Deane Borough (Bishops Lydeard No.2) Tree Preservation Order 1991 at Dunkirk Memorial House, Minehead Road, Bishops Lydeard (TD527)
Application Type: Felling of Tree(s) covered by TPO

14. Authorisation of Clerk's pay and expenses for February 2026 (papers)

15. Finance

To review and approve the Finance papers:

- 15a – December 2025 Bank Reconciliation and Cashbook reports (papers)

- 15b – Scribe Summary Report (actual Vs budget)

- 15c – To note the new Unity Trust Bank charges for 2026 (paper)

- 15d – To review the Public Conveniences maintenance payments (paper)

PARISH COUNCIL MEETING SUMMONS AND AGENDA

PAYMENTS:

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

List 1						
From:	Number:	Date:	For:	£ Excl. VAT	£ Inc VAT	
SALC	2595	12/01/2026	Annual Governance training	£25.00	£25.00	
SALC	2633	26/01/2026	Coucillor Essentials Part 2 training	£25.00	£25.00	
St Mary the Virgin Church Centre		12/01/2026	Hall hire	£30.00	£30.00	
Jaydee Living Ltd	92125	16/01/2026	Litter Bin	£588.95	£706.74	
Bamfords	107933	23/01/2026	Emergency callout to toilets	£327.11	£392.53	
ICO	012b4351250	26/01/2026	annual data protection fee	£52.00	£52.00	
Scribe	INV-15403	24/01/2026	Year End Health Check	£79.00	£94.80	
Somerset Council	32012900	26/01/2026	Grass cutting and bins	£1,269.09	£1,522.91	
Somerset Council	32013019	27/01/2026	Library staffing for Q3	£2,776.69	£3,332.03	
Pete Miller Electrical Ltd	1811	27/01/2026	Library remedial works	£607.10	£728.52	
Jacks Garden Mtce	2424	01/02/2026	Lengthsman - December 2025	£893.70	£1,072.44	
Fairy Dust Cleaning	0126	31/01/2026	Cleaning the Library	£135.00	£135.00	
Fairy Dust Cleaning	0126	31/01/2026	Cleaning the toilets	£337.05	£337.05	

To approve the additional invoices and payments as follows:

List 2						
From:	Number:	Date:	For:	£ Excl. VAT	£ Inc VAT	
The Paper Shop	1047-260131	31/01/2026	Newspapers	£12.91	£12.91	

Direct Debits:

Direct Debits						
From:	Number:	Date:	For:	£ Excl. VAT	£ Inc VAT	
EDF	000026462223	06/01/2026	Library Electricity	£130.64	£137.17	
Bristish Gas	807175484	30/01/2026	Public Conveniences Electricity	£45.37	£47.66	
Biffa	308C075393	23/01/2026	Library Waste	£152.10	£182.52	

Bank Charges:

Bank Charges						
From:	Number:	Date:	For:	£ Excl. VAT	£ Inc VAT	
Unity Trust Bank		31/01/2026	Bank charges	£8.25	£8.25	

RECEIPTS:

Income						
From:	Number:	Date:	For:		£	
CCLA Bank	N/A	05/01/2026	Interest Payment		£1,954.69	
Library Cash	BLDLIB_Banking_30	30/01/2026	Library cash		£84.06	
Somerset Council	N/A	09/01/2026	Library Grant Q3		£500.00	
Somerset Council	N/A	09/01/2026	Library Grant Q4		£500.00	
War Memorial Trust	N/A	22/01/2026	Grant for WM restoration		£1,020.00	
HMRC	N/A	26/01/2026	Q3 VAT Refund		£3,186.44	

REPORTS AS FOLLOWS:

16. Correspondence List (papers) – Clerk
17. Somerset Council Matters (paper) - Cllr Rigby
18. Lengthman’s monthly report (paper)
19. Avon & Somerset Police Report (paper)
20. Clerks Report and action tracker (papers)

21. To note planning permissions granted or refused

Application number : 06/25/0030/CQ - Application for Prior Approval for proposed change of use from agricultural building to 1 No. dwelling house (Class C3) and associated building operations at Broom Farm, Dene Road, Norton Fitzwarren.
Decision of Prior Approval **Refusal** was made on 14/01/2026

Application number : 06/25/0033 - 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.
Decision of **Conditional Approval** was made on 27/01/2026.

Application number : 06/25/0034/T - Notification to carry out management works (removal of secondary leader) to one larch tree within Bishops Lydeard Conservation Area at 8 Mount Street, Bishops Lydeard.
Decision of **No Objection** - Trees was made on 23/01/2026.

Application number : 06/25/0035/T - Notification to fell one pine tree, one walnut and one hawthorn tree within Bishops Lydeard Conservation Area at 7 Mount Street, Bishops Lydeard.
Decision of **No Objection** - Trees was made on 23/01/2026.

22. To note planning applications withdrawn - None

23. Any Other Business – for report only

Date of next meeting: Wednesday 11th March 2026 at 7pm Bishops Lydeard Village Hall (new small hall).