

## BISHOPS LYDEARD & COTHELSTONE PARISH COUNCIL

**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 15<sup>th</sup> April 2026**.

The meeting will be held in public.

Members of the public and press are entitled to be at the 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.

### 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 11<sup>th</sup> March 2026:
  - a. To consider the approval of the [draft minutes of the meeting held on 11<sup>th</sup> March 2026](#).

4. Comments from members of the public.

*NOTE: Members of the public are invited to ask questions and raise issues pertinent to items on this agenda 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. Recruitment of a new Clerk to the Parish Council.
6. Review and Approval of the CIL fund request of £50,000 from Bishops Lydeard Church School/Nursery (paper).
7. Approval of the quotation for Public Convenience Cistern replacements at a cost of £1,381 per unit (paper).

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8. Approval for manual removal of weeds along the roadsides in the village (papers).
9. Approval of the refurbishment of the Darby Way Phone Box (papers).
10. Planning Applications:

The following planning application is for notification only:

**Case Ref: 06/26/0010/T** Proposal: Application to fell (down to 3 metres in height) one beech tree included in Taunton Deane Borough (Bishops Lydeard No.1) Tree Preservation Order 1977 at The Old Vicarage, Bishops Lydeard (TD90)

11. Authorisation of Clerk's and RFO's expenses for April 2026 (papers)

12. Finance

**To review and approve the Finance papers:**

12a – February and March 2026 Bank Reconciliation and Cashbook reports (papers)

12b – Scribe Summary Report (actual Vs budget)

12c – Approval to transfer £150,000 from the CCLA bank account to the Unity Trust Bank account

**PAYMENTS:**

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

<b>List 1</b>						
<b>From:</b>	<b>Number:</b>	<b>Date:</b>	<b>For:</b>	<b>£ Excl. VAT</b>	<b>£ Inc VAT</b>	
Water 2 Business	6070025482	02/03/2026	Water Rates - Library	£138.04	£138.04	
Dorset & Somerset Air Ambulance	N/A	16/03/2026	Grant	£250.00	£250.00	
Kings Church Quantock Trust	17-Mar-26	17/03/2026	Youth Sports Equipment	£632.93	£632.93	
Healthmatic	15307	13/03/2026	Public Convenience Doors	£3,800.00	£4,560.00	
CASA Environment Services	INV-33132	19/03/2026	Legionella Risk Assessments	£485.00	£582.00	
Somerset Council	32016282	19/03/2026	Bins and Grass Cutting for Q4	£1,015.06	£1,218.07	
Mr C Back , C/O Hannah Cook	Q1 2026/27	01/04/2026	Library Lease - Q1 2026/27	£800.00	£800.00	
Somerset Council	N1308282000	12/03/2026	Library Non-Domestic Rates	£2,740.00	£2,740.00	
Somerset Council	32016780	27/03/2026	Detailed Design for Site 14	£16,996.00	£16,996.00	
Somerset Council	32016783	27/03/2026	Feasibility Study - Sites 3, 4 and 9	£25,734.00	£25,734.00	
SALC	2786	30/03/2026	Training with Breakthrough Comms	£40.00	£40.00	
Fairy Dust Cleaning	0326	30/03/2026	Cleaning the Library	£153.00	£153.00	
Fairy Dust Cleaning	0326	30/03/2026	Cleaning the toilets	£570.63	£570.63	
A K Raucki and Sons Ltd	SI-1588	31/03/2026	Library Water Heater	£135.00	£162.00	
Jacks Garden Mtce	2464	31/03/2026	Lengthsman - February 2026	£924.95	£1,109.94	
Jacks Garden Mtce	2465	31/03/2026	Lengthsman - March 2026	£920.40	£1,104.48	
St Marys Church	N/A	01/04/2026	Church Centre Hire for 20 May 2026	£24.00	£24.00	

To approve the additional invoices and payments as follows:

<b>List 2</b>						
<b>From:</b>	<b>Number:</b>	<b>Date:</b>	<b>For:</b>	<b>£ Excl. VAT</b>	<b>£ Inc VAT</b>	
The Paper Shop	1047-260328	28/03/2026	Newspapers for the Library	£16.72	£16.72	
Village Hall	1047	19/03/2026	MUGA and Car Park Lease	£175.00	£175.00	

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**Direct Debits:**

Direct Debits						
From:	Number:	Date:	For:	£ Excl. VAT	£ Inc VAT	
EDF	000027153359	04/03/2026	Library Electricity	£137.53	£144.41	
British Gas	8120011485	31/03/2026	Public Conveniences Electricity	£45.95	£48.24	

**Bank Charges:**

Bank Charges						
From:	Number:	Date:	For:	£ Excl. VAT	£ Inc VAT	
Unity Trust Bank		31/03/2026	Bank charges	£9.55	£9.55	
Unity Trust Bank		31/03/2026	Bank charges	£1.50	£1.50	

**Receipts:**

Income						
From:	Number:	Date:	For:	£ Excl. VAT	£ Inc VAT	
CCLA Bank	N/A	04/04/2026	Interest Payment	£1,556.46	£1,556.46	
Library Cash	BLDLIB_Banking_01.04.202	01/04/2026	Library cash	£100.25	£100.25	
Local Businesses	N/A	31/03/2026	Flower Box Donations	£290.00	£290.00	

**REPORTS AS FOLLOWS:**

13. Maintenance of village flower beds – Volunteers needed (paper)
14. Library Quarterly Review update – Cllr Pattemore
15. Correspondence List (papers) – Clerk
16. Somerset Council Matters (paper) - Cllr Rigby
17. Lengthman’s monthly report (paper)
18. Avon & Somerset Police Report (paper)
19. Clerks Report and action tracker (papers)
20. To note planning permissions granted or refused

**Application number : 06/20/0063:** Conversion of cottage into 2 No. dwellings with erection of first floor extension over garage and replacement of porch at The Mews, Dene Road, Bishops Lydeard as amended by agents email of 25th March 2021 and Drg No.s 05 Rev C and 06 Rev C. **Decision of Finally Disposed Of** was made on 30/03/2026.

**Application number : 06/26/0002/T:** 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). **Decision of Conditional Approval** was made on 03/03/2026.

**Application number : 06/26/0003/T:** Application to fell one young Tulip Tree (T69) and to carry out management works to two beech trees (crown reduce by 7 to 8 metres height (T48) and crown-reduce by 2 to 2.5 metres (T64) included in Taunton Deane Borough (Bishops Lydeard No.2) Tree Preservation Order 1997 at Sandhill Park, Bishops Lydeard (TD705). **Decision of Conditional Approval** was made on 13/03/2026.

21. To note planning applications withdrawn - None

22. 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.**

23. Final Approval for the purchase and completion of Sandhill Park Woodland.

24. **Date of the next meetings:**

**Annual Meeting of the Council** on Wednesday 13<sup>th</sup> May 2026 at 7pm at Bishops Lydeard Village Hall (new small hall).

**Annual Parish Meeting** on Wednesday 20<sup>th</sup> May 2026 at 6pm at the Church Centre in St Mary's Church Bishops Lydeard.

David Richards  
Clerk to the Council

Date: 10/04/2026

Phone: 07774 541060

Email: [clerk@bishopslydeardparishcouncil.gov.uk](mailto:clerk@bishopslydeardparishcouncil.gov.uk)

Website: <http://www.bishopslydeardparishcouncil.gov.uk>