

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 12th August 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 8th July 2026:
 - a. To consider the approval of the draft minutes of the meeting held on 8th July 2026. See document at:

<https://bishopslydeardparishcouncil.gov.uk/wp-content/uploads/2026/07/Parish-Council-Meeting-Minutes-08-July-2026-Draft-v2.pdf>

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. Appointment of new Clerk and initial training at a cost of £180.00 – Cllr Allen.
6. Appointment of RFO – Cllr Allen.

PARISH COUNCIL MEETING SUMMONS AND AGENDA

7. Review and approval of the updated Risk Assessment and MUGA Risk Assessment documents (papers).
8. Review and approval of a fan and blinds for the Library at a cost of £300.00 (paper).
9. Review and approval of CCTV quotations for the Public Conveniences (papers).
10. Review and recommendations for the Complaint received about the Councils contractor and the contractor's response (papers).
11. Review and decision on the Pension Provider for the council (paper).
12. Review and Approval of Sandhill Park Woodland working group actions (paper).
13. Planning Applications:

Preliminary Information about the **Residential development on land at Greenway Farm** (papers)

14. Authorisation of Clerk's and RFO's expenses for August 2026 (papers)

15. Finance

To review and approve the Finance papers:

15a – July 2026 Bank Reconciliation and Cashbook reports (papers)

15b – Scribe Summary Report (actual Vs budget)

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
Road and Traffic Management	1112	10/07/2026	White & Yellow Car Park m	£990.00	£990.00
Somerset Council	32030245	28/07/2026	Library Staffing - Q1 2026/2	£2,600.21	£3,120.25
Parish Online	40UE006-0010	09/04/2026	Website and Workplace	£532.00	£638.40
Abbie Cook/ Arcadia	N/A	01/07/2026	Library Q2 lease	£800.00	£800.00
Fairy Dust Cleaning	0726	31/07/2026	Cleaning the Library	£164.50	£164.50
Fairy Dust Cleaning	0726	31/07/2026	Cleaning the toilets	£607.50	£607.50
JK Grounds Maintenance Ltd	1132	04/07/2026	Whisky Trail Posts	£322.05	£386.46
JK Grounds Maintenance Ltd	1151	29/07/2026	Lengthsman - July 2026	£910.90	£1,093.08
Healthmatic	15663	05/08/2026	Supply & Installation of flus	£4,110.00	£4,932.00

To note the additional invoices and payments as follows:

List 2					
From:	Number:	Date:	For:	£ Excl. VAT	£ Inc VAT
The Paper Shop	1047-260801	01/08/2026	Newspapers for the Library	£10.35	£10.35
Village Hall	1070	29/07/2026	Village Hall hire	£63.75	£63.75
Village Hall	1069	19/03/2026	Alterations to MUGA store	£595.00	£595.00

PARISH COUNCIL MEETING SUMMONS AND AGENDA

Direct Debits:

From:	Number:	Date:	For:	£ Excl. VAT	£ Inc VAT
EDF	000028795242	06/07/2026	Library Electricity	£88.75	£93.19
Bristish Gas	805763520	30/07/2026	Public Conveniences Electri	£41.46	£43.53
Biffa	308C112495	24/07/2026	Waste Transfer Notes	£6.90	£8.28

Bank Charges:

From:	Number:	Date:	For:	£ Excl. VAT	£ Inc VAT
Unity Trust Bank		31/07/2026	Bank charges	£9.70	£9.70

Receipts:

From:	Number:	Date:	For:	£ Excl. VAT	£ Inc VAT
CCLA Bank	1-20260805172428	02/07/2026	Interest Payment	£1,243.99	£1,243.99
Library Cash	ng_08.07.2026_RH	08/07/2026	Library cash	£72.70	£72.70
HMRC	N/A	23/07/2026	VAT Refund - Q1 2026/27	£21,754.91	£21,754.91

REPORTS AS FOLLOWS:

16. Library Quarterly Review Report (paper) – Clerk

17. Correspondence List (papers) – Clerk

18. Somerset Council Matters (paper) - Cllr Rigby

19. Lengthman's monthly report (paper)

20. Clerks Report and action tracker (papers)

21. To note planning permissions granted or refused.

Application number: 06/26/0013 Change of use from Class C2 (residential institution) to Class C3 (dwelling) at 2 Greenway Road, Bishops Lydeard

Decision of Approval was made on 17/07/2026.

22. To note planning applications withdrawn – None

*Resolve to enter **confidential session** and exclude the press and public – item confidential due to personal data. Local Government Act 1972 Schedule 12A – Information relating to an individual.*

23. Review and respond to a claim for compensation received from a member of the public.

24. Any Other Business – for report only

Date of next meeting: Wednesday 9th September 2026 at 7pm Bishops Lydeard Village Hall (new small hall).

PARISH COUNCIL MEETING SUMMONS AND AGENDA

David Richards
Clerk to the Council

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