Huish Episcopi Parish Council

Clerk: Julie Ferguson

Tel: 07783 475200 E-mail: clerk@huishepiscopi-pc.gov.uk

Parish Council Meeting

- Monday 21 September 2026 commencing at 7.00pm
- Huish Episcopi Primary School, North Street, Langport TA10 9RW

To all members of Huish Episcopi Parish Council, you are hereby summoned to attend the above meeting, to resolve on the business as outlined on this agenda[1]:

Chair: **Julia Gadd**

Membership: **Robert Crumb, Arwyn Harris, Barry Horsgood, Edward Keirle, Peter Porter, Jane Redfearn, Val Saunders, John Wood (9)**

Julie Ferguson

Julie Ferguson – Huish Episcopi Parish Clerk & Responsible Financial Officer
15 Sept 2026

Recording of Council Meetings

The Local Audit and Accountability Act 2014 allows both the public and press to take photographs, film and audio record the proceedings and report on all public meetings (including on social media).
Any member of the public wishing to record or film proceedings must let the Chairman of the meeting know prior to, or at the start of, the meeting and the recording must be overt (i.e., clearly visible to anyone at the meeting), but non-disruptive. This permission does not extend to private meetings or parts of meetings which are not open to the public. Members of the public exercising their right to speak during the time allocated for Public Comment who do not wish to be recorded or filmed, need to inform the Chairman who will instruct those taking a recording or filming to cease doing so while they speak.

PUBLIC COMMENT (15 minutes)

This section (at the Chairman's discretion may last up to 15 minutes) is not part of the formal meeting of the Council and minutes will not be produced. Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 1972 s 100.

OUTSIDE REPORTS FROM REPRESENTATIVES

- Act to Adapt Presentation
- Somerset Councillors (SCllrs)
- Avon and Somerset Police

Agenda

26/37 APOLOGIES FOR ABSENCE *(LGA 1972 s85(1)).*

To receive apologies for absence.

26/38 DECLARATIONS OF INTEREST.

Council members to declare any interests, including any Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33 (b-e). (NB this does not preclude any later declarations).

To receive declarations of interest from councillors on items on the agenda.

26/39 MINUTES OF PREVIOUS MEETINGS. *(LGA 1972 sch12,para41(1))*

To **APPROVE** and sign the minutes of the parish council meeting held on 20 July 2026.

26/40 CHAIRS REPORT.

To hear a report from the Chair:
a. To hear any update on CGR.

26/41 CLERK'S REPORT & CORRESPONDENCE.

[1] The agenda specifies the business that it is proposed to transact (Local Government Act 1972 Sch.12 para 10 (2)(b)) and the Council cannot lawfully decide any matter which is not specified in the agenda (Longfield Parish Council v Wright (1918) 88 LJ Ch 119)

a. Somerset LCN correspondence.
b. SC news and bulletins.
c. TRO notices (various).
d. Remembrance Day Service letter of invitation to include a donation to 'The Poppy Appeal'
e. Local Government Service Pay Agreement 2026/27, backdated to 01/04/2026.
f. Consultation and Review of Draft Somerset Heritage at Risk Register.
g. SRA Community Flood Action Fund news + annual resilience day + report
h. SRA Catchment Flood Group Network Meetings

26/42 PLANNING MATTERS.

a. 26/01860/FUL. Proposed demolition of existing outbuildings, change of use of land to residential and erection of 2no. replacement dwellings. Old Mill Cottage Langport Road Huish Episcopi TA10 9QT
b. 26/01861/FUL. Proposed residential development of 7no. new dwellings. Old Mill Cottage Langport Road Huish Episcopi TA10 9QT.

26/43 FINANCE MATTERS.

a. To **NOTE** Receipts. July & Aug 26.

July & Aug 2026 Receipts				
Inv	Payee	Particulars		Amount
1	GTH	FBT22.56ACRE	£	1,300.02
2	GTH	FBT-5ACRESPI	£	248.94
		Total	£	1,548.96

b. To **APPROVE** the Payment Schedule (Aug & Sept 26).

Aug 26 Payment Schedule					
Inv	Payee	Particulars	Invoice No.		Amount
1	Timeback Accounts	Payroll fee June26	Inv. 7702	£	6.00
2	Somerset Landscapes Ltd.	Ranger Jul26	SLL 37038	£	1,414.02
3	Mr B Meredith	Reimburse allotment sundries		£	22.96
4	Langport Town Council	50% reimburse of O2i costs - Car park	11	£	426.33
			Sub-total	£	1,869.31
Payments for Report					
4	None			£	-
			Sub-total	£	-
			Total	£	1,869.31

September 26 Payment Schedule					
Inv	Payee	Particulars	Invoice No.		Amount
1	Timeback Accounts	Payroll fee Aug26	Inv. 7746	£	6.00
2	Somerset Landscapes Ltd.	Ranger Aug26	SLL 37136	£	848.41
3	Mr B Meredith	Reimburse allotment sundries & water pump	n/a	£	132.63
4	PKF LittleJohn	External Audit Fee	SB20261358	£	504.00
			Sub-total	£	1,491.04
Payments for Report					
4	None			£	-
			Sub-total	£	-
			Total	£	1,491.04

c. To **CONSIDER** quotes for Cllr laptops (Cllr Keirle – tbc)
d. To **NOTE** the External Audit Report 2025/26 and **CONSIDER** any 'except for' matters (App1).
e. To **CONSIDER** a grant application from the Langport Boating CIC for £2000 (App2).
f. To **CONSIDER** a grant application from the Langport Area Business Group for £900 (App3).
g. To **CONSIDER** a grant application from Langport and Huish Memorial Field for £5000 (tbc - App4).

Clerk: Julie Ferguson
Tel: 07783 475200 E-mail: clerk@huishepiscopi-pc.gov.uk

26/44 PARISH MATTERS

a. To CONSIDER any actions to report over-sized, speeding agricultural vehicles on parish roads.

26/45 REPORTS.

a. Committees or Working Parties.
b. Parish Councillors.

26/46 ITEMS FOR THE NEXT AGENDA.

To NOTE any items for the next meeting.

26/47 DATE OF THE NEXT MEETING.

Monday 19 October 2026 at 7.00pm, Huish Epsicopi Primary School, Langport, TA10 9RW.
All agenda items to be notified to the clerk by Fri 9 Oct 2026.

APPENDIX 1

Section 3 – External Auditor's Report and Certificate 2025/26

In respect of **Huish Epsicopi Parish Council – SO0146**

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2026; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor's limited assurance opinion 2025/26

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

None.

3 External auditor certificate 2025/26

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2026.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature  Date 28/08/2026

APPENDIX 2

Huish Episcopi Parish Council
Clerk: Julie Ferguson. **Tel:** 07783 475200
E-mail: clerk@huishepiscopi-pc.gov.uk

COMMUNITY GRANT APPLICATION FORM

Name of the organisation	Langport Boating CIC
Address of website, if available	duchessofcocklemoor.co.uk
Bank account details	Langport Boating CIC [redacted]
Name of person(s) submitting the application	Clive Achard
What is your position in the organisation?	Director
Contact address, including phone number & email address	[redacted]
Geographical area covered (delete as appropriate)	Langport is the operations location of Langport Boating CIC, realistically, passengers and volunteers are predominately from numerous parishes and surrounding towns, including Huish Episcopi.
Aims, objectives or activities of the organisation	To provide inclusive, affordable boating activities that respond to local needs. To create opportunities for people to take part, volunteer and contribute to the running of the CIC. To work with local partners to make better use of community resources. To reinvest any surplus income back into community benefit.
Do you target a specific age range? If so what is it?	There is no specific targeted age range, yet realistically, the majority of our passengers are aged 50+
Do you target disabled groups?	At present, the current berthing facility is considered too dangerous to enable people struggling with disabilities to access our vessel. The inclusion of a berth will make access much easier for people with disabilities. An ambition is to purchase and operate a wheelie boat which will allow access for people in wheelchairs.
How much funding are you applying for?	£2,000
What is the funding to be used for? 1. Name of the project 2. Brief description 3. Need for the project	1. River Parrett – Berth 2. Access to the River Parrett was greatly improved

Huish Episcopi Parish Council
Clerk: Julie Ferguson. **Tel:** 07783 475200
E-mail: clerk@huishepiscopi-pc.gov.uk

	following the installation of four pontoons. However, safe access for passengers to larger craft is difficult, as there is no suitable berth or mooring. The intention is to install a new berth in the area known as The Gas Works Inlet, on Cocklemoor in the centre of Langport. The short inlet is currently silted and needs to be dredged. A bridge will be installed which will accommodate a pontoon which will enable vessels where passengers enter at the bow and have a safe passage. The intention is to extend the fleet in due course to a Wheelie Boat where passengers with disabilities or in wheelchairs can safely board. *Please see the design brief which accompanies this application.* 3 The current method of mooring is inadequate and dangerous. In time, there is likely to be an accident as passengers currently scramble down a muddy bank, which when wet becomes slippery. The Town Council want to make the river accessible to all, including people with disabilities and less mobile. The Duchess of Cocklemoor CIO trustees are particularly keen to improve access and have pledged financial support to assist with the installation. The Environment Agency has recognised the importance of improving access to the river and has verbally supported the project. A FRAP application has been submitted to obtain formal consent.
Please clearly state how the funding you are applying for will benefit residents of Huish Episcopi?	Many of our existing passengers are from Huish Episcopi parish. There are currently restrictions associated to accessing our vessel, which in turn prevents people who may be a little frail or have disabilities enjoying the river. Having completed this project, our ambition of enabling access to all people, including many residents of Huish Episcopi will have moved a long way forward.
Do you currently receive funding from other sources and, if so, from where and how much?	Our service is provided through the income generated through hiring the vessel and the fares collected. We do not receive a regular income from any other source. A incident of vandalism resulted in a call for financial contributions, which resulted in many thousands of pounds being raised to enable repairs to be undertaken and the service resumed.
Are you applying to other funding organisations for support and, if yes, who are they?	Langport Town Council is leading this project and we have pledged to make a financial contribution. The costs associated to the project are considered to be: • Purchase of a steel bridge structure £2,000

Huish Episcopi Parish Council

Clerk: Julie Ferguson. **Tel:** 07783 475200
E-mail: clerk@huishepiscopi-pc.gov.uk

	• Preparation of 3D drawings £ 420 • Desilting the Gas Works Inlet £1,700 • Creation of pontoon from bridge £1,800 • Footings preparation £1,600 • Pontoon installation £ 750 • Contingency 20% £1,654 *Anti slip paint, signage, lifebouys etc* **Total £9,924** Funding Langport Town Council £5,000 (secured) Inland Waterways Association £1,900 (applied for) Local benefactor £1,000 (secured) Huish Episcopi PC £2,000 (applied for) **Total £9,900**

Please return this form to Julie Ferguson - Parish Clerk (email)

The following documents must be included with your application form. Scanned or electronic copies are acceptable. Incomplete submissions will be returned for completion.

Document	***Please indicate to show that you have included it***
A copy of your constitution	Articles of Association attached
A copy of your certified audited accounts for the last two years. In the case of smaller organisations, income and expenditure statements for the last two years certified by a qualified accountant may be submitted instead. Where such statements have not been certified, they must be signed by two persons from within the organisation who have been appointed to act as auditors	The company was incorporated on 22 December 2025 and no accounts have been prepared. A management report is attached,
A business plan or something similar that sets out what activities you have planned over the next three years and how they will be funded	Attached
Last 3 Months of bank statements	Attached

Successful applicants will be expected to provide a report at the Annual Parish Meeting in May each year.

Signature of applicant .....[redacted].....

Date ..... 29 JUNE 2026

APPENDIX 3

Huish Episcopi Parish Council

Clerk: Julie Ferguson. **Tel:** 07783 475200
E-mail: clerk@huishepiscopi-pc.gov.uk

COMMUNITY GRANT APPLICATION FORM

Name of the organisation	LANGPORT AREA BUSINESS GROUP
Address of website, if available	N/A
Bank account details	*(as appears on statements)* NATWEST [redacted]
Name of person(s) submitting the application	RACHEL SMITH (CHAIR)
What is your position in the organisation?	CHAIR
Contact address, including phone number & email address	c/o BANK CHAMBERS 07753 538171 CHEARSIDE LANGPORT labginfo@gmail.com
Geographical area covered (delete as appropriate)	LANGPORT
Aims, objectives or activities of the organisation	To promote the town
Do you target a specific age range? If so what is it?	NO Age Range_____
Do you target disabled groups?	NO
How much funding are you applying for?	£900
What is the funding to be used for?	CHRISTMAS FIREWORKS DEC 5TH
Please clearly state how the funding you are applying for will benefit residents of Huish Episcopi?	The residents of HE attend the xmas fireworks
Do you currently receive funding from other sources and, if so, from where and how much?	NO
Are you applying to other funding organisations for support and, if yes, who are they?	Langport Town Council

Please return this form to Julie Ferguson - Parish Clerk (email)

APPENDIX4

Huish Episcopi Parish Council
Clerk: Julie Ferguson **Tel:** 07783 475200
E-mail: clerk@huishepiscopiparishcouncil.org.uk

COMMUNITY GRANT APPLICATION FORM
ONE-OFF GRANT

Name of the organisation	Langport and Huish Episcopi Memorial Field
Address of website, if available	
Bank account details	[redacted] Name of Account Holder: LANGPORT AND HUISH EPISCOPI MEMORIAL FIELD COMMITTEE
Name of person(s) submitting the application	Amiee Stone
What is your position in the organisation?	Secretary/ Treasurer
Contact address, including phone number&email address	[redacted]
Geographical area covered (delete as appropriate)	Huish Episcopi / Huish Episcopi & district / wider area
Aims, objectives or activities of the organisation	A Charity set up to provide safe playing/recreation facilities for all age groups and abilities, Meeting Room, catering and bar area to provide a social meeting and games area for the residents in the wider area. Changing and storage area for sports organisations. Children's Playground and safe enclosed area with seating and equipment for children up to 12 years of age.
Do you target a specific age range? If so what is it?	Age Range_All ages
Do you target disabled groups?	The Senior citizens who hire the facilities have disabled members as well as the sports and social club have disabled members who also use the building.
How much funding are you applying for?	£5,000'
What is the funding to be used for?	We have had to replace the existing drainage from the

	top manhole all the way down to the bottom. After having repeated blockages we had a CCTV survey on therun of drainage which runs along the track. When we got the results back we found that the drain had collapsed in some areas causing the constant problems with the drains.
Please clearly state how the funding you are applying for will benefit residents of Huish Episcopi?	It will ensure the facilities are able to be used without constant disruption to the toilet facilities as well as cut out the amount being spent of unblocking the drains ever 2 months
Do you currently receive funding from other sources and, if so, from where and how much?	Huish Epsicopi Parish Council 14,000
Are you applying to other funding organisations for support and, if yes, who are they?	We have sec section106 monies for the new changing rooms

Please return this form to Julie Ferguson - Parish Clerk email or post (details above)

The following documents must be included with your application form. Scanned or electronic copies are acceptable. Incomplete submissions will be returned for completion.

Document	***Please indicate to show that you have included it***
A copy of your constitution	Already submitted
A copy of your certified audited accounts for the last two years. In the case of smaller organisations, income and expenditure statements for the last two years certified by a qualified accountant may be submitted instead. Where such statements have not been certified, they must be signed by two persons from within the organisation who have been appointed to act as auditors	
A business plan or something similar that sets out what activities you have planned over the next three years and how they will be funded	
Last 3 Months of bank statements	Attached to email