

Minutes of a Meeting of Huish Episcopi Parish Council held at Huish Episcopi Primary School on Monday 19 May 2025 at 19:00hrs.

Present: Councillors (Cllrs) – Rob Crumb, Julia Gadd (Chair), Arwyn Harris, Barry Horsgood, Peter Porter, Jane Redfearn, Val Saunders, John Wood (7).

In attendance: J Ferguson – Parish Clerk

PUBLIC COMMENT (15 minutes) – 15 members of the public attended and topics raised: Distress regarding the use of Commoners Land for Network Rail Compound over the summer then a suggestion that the space will be continued to be used as a public car park for Langport in the future. Drop-in session would be held by Network Rail (time and location tbc) to help with residents concerns.

OUTSIDE REPORTS FROM REPRESENTATIVES

- **Somerset Councillors (SCllrs)** – SCllrs Wilkins and Stanton had provided a written report which had been circulated.
- Questions were raised regarding the lack of communication received regarding the closure of the A378 during August and why HEPC had not been informed despite the closure taking place in the parish. LTC had been informed and had put out a press release. Cllr Wilkins agreed to look into the lack of communication to HEPC.

19:20 - Meeting opened.

Cllr Gadd read out a letter of resignation from Cllr Graham Lock who had served on the parish council for over 40 years and would be greatly missed. Cllr Gadd thanked Graham for his many years of service to Huish Episcopi Parish Council and the many residents of the parish. The PC would proceed to notify SC of the vacancy.

25/1 ELECTION OF CHAIR

RESOLVED: To **ELECT** Cllr Gadd as Chair. The Declaration of Acceptance of Office was signed.

25/2 APOLOGIES FOR ABSENCE. None.

25/3 DECLARATIONS OF INTEREST. None.

25/4 ELECTION OF VICE CHAIR

RESOLVED: To **ELECT** Cllr Harris as Vice-Chair. The Declaration of Acceptance of Office was signed.

25/5 MINUTES OF PREVIOUS MEETINGS

RESOLVED: To **APPROVE** and sign the minutes of the parish council meeting held on 17 March 25.

25/6 MATTERS TO REPORT FROM A PREVIOUS MEETING. None.

25/7 CLERK'S REPORT & CORRESPONDENCE

- Letter read out from Tiffany Doughty-Davis (Headteacher – Huish Episcopi Primary School) regarding a recent impressive Ofsted visit and report.
- Meeting dates for June 25 – May 26 were noted:
2025: 16 June, 21st July, 15th Sept, 20th Oct, 17th Nov. No meetings in Aug & Dec.
2026: 19th Jan, 16th Feb, 16th Mar, 18th May. No meeting in Apr.

25/8 PLANNING – Decisions REPORT. Noted.

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- a. 25/00777/HOU. 10 St Marys Park Huish Episcopi Langport Somerset TA10 9HD. Proposed single storey extension, first floor dormer, detached garage and garden room. Approved.
- b. 25/00700/HOU. Mardens Wearne Lane Langport Somerset TA10 9HB. Proposed Extension and Alterations to Dwelling to form Chalet Bungalow together with Detached Outbuilding. Approved.
- c. 25/00533/HOU. Victoria Cottage Wagg Drove Langport Somerset TA10 9ER. Demolition of existing conservatory and rear extension. Erection of two storey and single storey rear extensions. Demolition of existing garage and erection of replacement garage. Approved.
- d. 22/00549/FUL. Land West Of Newtown Road Newtown Langport Somerset. Residential development of 7 dwellings with garages and associated infrastructure. Approved
- e. APP/E3335/W/24/3343122. The appeal is allowed and planning permission is granted for development of nine dwellings with associated parking, services and domestic curtilage at Land north of Ducks View, Ducks Hill, Huish Episcopi, Langport TA10 9FL in accordance with the terms of the application, Ref 23/03050/FUL, subject to the conditions in the attached schedule. The application for an award of costs was also allowed.

25/9 PLANNING – Applications.

- a. [22/00135/REM](#). Land West Of Frog Lane Langport Somerset. Reserved Matters application for approval of appearance, landscaping, layout and scale following outline approval 20/00131/OUT for the proposed erection of 1 No. Dwelling.

RESOLVED: To **SUPPORT** the application with no comments.

- b. Bluebell Café, Old Kelways, TA10 9SJ. Application for a licence to serve alcohol.

RESOLVED: To **SUPPORT** the application with no comments.

25/10 FINANCE – To **NOTE** April 25 receipts. **Noted.**

Apr 25 RECEIPTS		
Payee	Particulars	Amount
SOMERSET COUNCIL	PRECEPT	£ 92,600.00
ALLOTMENT RENT	VARIOUS	£ 24.00
TOTAL		£ 92,624.00

25/11 FINANCE – To **APPROVE** May 24 payment schedule

Huish Episcopi Parish Council APRIL25 (REPORT) & MAY25 Payment Schedule			
Invoice	Payee	Particulars	Amount
1	TIMEBACK ACCOUNTS	INV 7015 (PAYROLL) REPORT	£ 6.00
2	SOMERSET LANDSCAPES LTD	RANGER MAR 25 INV SLL35572 REPORT	£ 1,056.00
3	ESS	GRANT PAYMENT REPORT	£ 600.00
4	J WOOD	REIMBURSE FLAG REPORT	£ 23.98
5	TIMEBACK ACCOUNTS	INV 7059 (PAYROLL)	£ 14.00
6	SOMERSET LANDSCAPES LTD	RANGER APR 25 INV SLL35666	£ 1,092.96
7	B MEREDITH	REIMBURSE FUEL AND PADLOCK	£ 18.89
8	PINNACLE ACCOUNTANCY	ANNUAL AUDIT FEE	£ 192.00
	TOTAL	May-25	£ 3,003.83

25/12 FINANCE – To **APPROVE** the 2024-25 year end Cashbook/Bank Reconciliation and **NOTE** Budget summary. **Appendix 1. Noted.**

25/13 FINANCE – Langport and Huish Senior Citizens Club Grant application.

RESOLVED: To **APPROVE** a grant request from Langport and Huish Senior Citizens Club for £750. **Appendix 2.**

25/14 FINANCE – Langport and Huish Youth Club Grant application.

RESOLVED: To **APPROVE** a grant request from Langport and Huish Youth Club for £10,000.

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25/15 FINANCE – Langport Town Council Grant application.

RESOLVED: To **APPROVE** a grant request from Langport Town Council for £6600 towards the repair of the Cemetery wall in Kennel Lane, on condition of receipt of a completed grant application form.

25/16 FINANCE – Langport and Huish Episcopi Memorial Field Grant application.

RESOLVED: To **APPROVE** a grant request from Langport and Huish Episcopi Memorial Field for £9000.

25/17 FINANCE – Asset Register.

RESOLVED: To **APPROVE** the Asset Register.

25/18 AUDIT – To NOTE the Annual Internal Audit Report and consider any recommendations. Noted.
No additional recommendations were raised.

25/19 FINANCE – AGAR Section 1.

RESOLVED: To **APPROVE** AGAR Section 1 – Annual Governance Statement.

25/20 FINANCE – AGAR Section 2.

RESOLVED: To **APPROVE** AGAR Section 2 – Accounting Statements.

25/21 FINANCE – To ANNOUNCE and NOTE the period for the exercise of public rights – Tuesday 3 June 25 to Monday 14 July 25 and publication on HEPC website on 21st May 25. Noted.

25/22 FINANCE – To SUPPORT an application from Huish Episcopi Academy for £26000 from Playing Pitch S106 monies.

This was deferred to a future meeting until after the current allocation of funds from the S106 pot was received from SC.

25/23 PARISH – To CONSIDER a number of requests from Somerset Council CIL/Community Engagement Officer relating to 05/02818/OUT – Bartletts Elm School, Field Road, Huish Episcopi:

- a. Would the Parish Council be agreeable to accepting the transfer of the Public Open Space land for onward management and maintenance?
- b. Would the Parish Council be agreeable to using the £55,000.00 to create the LEAP on the Public Open Space land within the site?
- c. Would the Parish Council be agreeable to using the £14,920.16 to enhance the Public Open Space as it sees fit to create Youth and Adult Play Space?
- d. If the Parish Council are agreeable to items 2. and 3. would they like to explore using the professional resource available in Somerset Council – Landscape Architects, Tree Officers and Play Space Specialists – to aid in the design and installation of these facilities?

This was deferred to a future meeting so that Cllrs could better understand what the residents of Bartletts Elm would prefer and a suitable plan for the POS could be agreed and delivered.

25/24 GOVERNANCE – Documents and Policies.

RESOLVED: To **ADOPT** the council's documents and policies:

- a. [STANDING ORDERS](#)
- b. [FINANCIAL REGULATIONS](#)
- c. [CODE OF CONDUCT](#)
- d. [FOI POLICY](#)
- e. [PUBLICATION SCHEME](#)
- f. [DATA PROTECTION POLICY](#)

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- g. [DOCUMENT RETENTION POLICY](#)
- h. [COMPLAINTS POLICY](#)
- i. [FLAG FLYING POLICY](#)
- j. [INVESTMENT STRATEGY](#)
- k. [RISK MANAGEMENT POLICY](#)
- l. [GRIEVANCE POLICY](#)
- m. [GRANT APPLICATION GUIDANCE](#)

25/25 APPOINTMENT OF COMMITTEE MEMBERS, COUNCILLOR ROLES AND RESPONSIBILITIES

- | | |
|--|------------------------------|
| a. Joint Councils Committee (JCC). | Cllrs Gadd, Harris, Wood. |
| b. LTC Tourism and Marketing Working Party. | Cllr Gadd. |
| c. Entertainment and Activities Working Party. | Cllr Saunders |
| d. Finance and Budget Working Party. | Cllrs Gadd, Harris and RFO. |
| e. Transport Working Party. | Cllrs Crumb, Harris, Porter. |
| f. Land Management (including Ranger Scheme). | Cllr Redfearn. |
| g. Development Control and Planning | All Cllrs. |
| h. Memorial Field. | Cllr Horsgood, Porter. |
| i. Allotment and Inspection Liaison. | Cllrs Horsgood, Wood. |
| j. Abattoir Liaison. | Cllr Saunders. |
| k. Environment Champion. | Cllr Saunders. |
| l. Footpaths. | Cllrs Crumb, Gadd. |
| m. Landscape Recovery Programme – Commoners. | Cllrs Gadd, Redfearn. |
| n. Annie Tite Fund. | Cllr Gadd, Wood. |
| o. War Memorial. | Cllr Wood. |
| p. SpeedWatch/SID. | Cllr Wood. |
| q. Neighbourhood Plan & Community Plan. | Cllr Harris. |
| r. Bus Champion. | Cllr Gadd. |

25/26 PARISH MAINTENANCE

- a. Ranger support. Cllr Redfearn advised that additional Ranger days would be used to carry out work at the allotments and other areas of the parish as required.
- b. Community Payback Scheme. Cllr Horsgood was the acting point of contact for the Community Payback Scheme and had met with the team to arrange their visits to the parish.

25/27 REPORTS – To receive reports:

- a. Committees
- b. Working Parties
Cllr Saunders had attended an APB meeting and reported the following:
 - Trialling sound panels to help reduce the noise from the cooling units
 - Muchelney Parish Meeting had joined the group and raised the issue of light pollution from the abattoir. Tree screening was being investigated.
 - Still concerns over HGV routes being used.
 - Odours are better, but not completely eradicated. Cause thought to be sewage tanks also.Cllr Crumb reported from Active Travel Group with path improvement work having been carried out by a group of volunteers.
- c. Parish Councillors
- d. Allotments
- e. Network Rail (NR) and Transport Hub meeting.
Cllr Harris had attended a recent meeting and explained that NR intended to hold a drop-in session, time and date tbc. to answer residents concerns regarding the planned major closure of the A378 and use of a piece of the Common for a compound, with hardstanding

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remaining in place for use by Langport Town as a car park in the future – subject to necessary permissions.

Cllr Gadd once again expressed her anger at the lack of notification to HEPC, with LTC having been informed by SC (Cllr Wilkins). HEPC would ensure that a notice was posted on the website once the session details had been agreed.

25/28 ITEMS FOR THE NEXT AGENDA

- Deferred items from this agenda.

25/29 DATE OF THE NEXT MEETING – Monday 16 June 2025 at 7.00pm, Huish Episcopi Primary School, Langport, TA10 9RW. All agenda items to be notified to the clerk by Wed 4 June 2025.

25/30 CLOSED SESSION – Exclusion of the Press and Public

The Council is recommended to resolve that under section 1, paragraph 2 of The Public Bodies (admission to meetings) Act 1960, the press and public be excluded from the meeting for the following items of business because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

RESOLVED: To **APPROVE** staffing recommendation for the Clerks annual contractual pay increase (1 additional SCP point).

21:10 – Meeting closed.

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Appendix 1

HUISH EPISCOPI PARISH COUNCIL Q3 BUDGET SUMMARY					
Receipts and Payments Summary for the year ending 31st March 2025					
	Last Year	This Year	This Year	This Year	This Year
RECEIPTS	2023/24	2024-25	Allocated budget	Budget remain (£)	Budget remain (%)
Precept	£ 73,325.00	£ 88,200.00			
Deposit Interest	£ 3,851.11	£ 5,535.61	£ 2,000.00		
Allotment Rent	£ 1,736.00	£ 1,664.00	£ 1,728.00		
FBTA/Wayleave/Academy	£ 3,097.92	£ 3,731.69	£ 4,245.77		
VAT refund	£ 1,686.10	£ -			
Other receipts	£ 48.00	£ 860.77			
Donations	£ -	£ -	£ -		
TOTAL RECEIPTS	£ 83,744.13	£ 99,992.07	£ 7,973.77		
PAYMENTS					
Emoluments	£ 11,243.01	£ 12,633.80	£ 12,500.00	-£ 133.80	-1%
Admin Expenses	£ 2,050.03	£ 3,272.39	£ 2,500.00	-£ 772.39	-31%
Audit	£ 455.00	£ 465.00	£ 800.00	£ 335.00	42%
Parish maint	£ -	£ 652.45	£ 1,000.00	£ 347.55	35%
Allotments	£ 607.96	£ 1,628.93	£ 1,500.00	-£ 128.93	-9%
Ranger	£ 8,812.61	£ 7,700.00	£ 12,000.00	£ 4,300.00	36%
Insurance	£ 707.83	£ 758.09	£ 1,000.00	£ 241.91	24%
Car park	£ 555.00	£ 1,110.28	£ 2,000.00	£ 889.72	44%
Subs	£ 913.49	£ 1,041.43	£ 500.00	-£ 541.43	-108%
Training	£ -	£ 30.00	£ 500.00	£ 470.00	94%
Community Projects	£ 1,320.00	£ 1,915.00	£ 5,000.00	£ 3,085.00	62%
Grants and donations	£ 14,087.10	£ 5,315.00	£ 15,000.00	£ 9,685.00	65%
Grant (Youth Club)	£ 8,000.00	£ 9,000.00	£ 8,800.00	-£ 200.00	-2%
Grant (Memorial Field)	£ 8,500.00	£ 10,100.00	£ 9,350.00	-£ 750.00	-8%
Trees (Memorial Field)	£ 3,640.00	£ -	£ 2,500.00	£ 2,500.00	100%
Grant (Landmark Langport)		£ 17,500.00	£ 10,000.00	-£ 7,500.00	-75%
Grant (Churches)	£ 1,750.00	£ 1,750.00	£ 2,000.00	£ 250.00	13%
War memorial	£ -	£ -	£ 1,000.00	£ 1,000.00	100%
Bus Shelter cleaning	£ 135.00	£ -	£ 250.00	£ 250.00	100%
VAT incurred on payments in	£ 1,891.75	£ 2,459.17			
TOTAL PAYMENTS	£ 64,668.78	£ 77,331.54	£ 88,200.00	£ 10,868.46	
Excess of Receipts over Payments		£ 22,660.53			
plus balances b/fwd		£ 183,719.38			
Balances c/fwd	£ 183,719.38	£ 206,379.91	CASHBOOK TOTAL		
RECONCILIATION					
Date: 31 Mar 2025					
Unity Trust Instant Access		£ 149,884.74			
Unity Trust Current Account		£ 4,046.29			
Nationwide Business Saver		£ 52,448.88			
Total balances at bank	-	£ 206,379.91	BANK TOTAL FROM STATEMENTS		

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