

Minutes of a Meeting of Huish Episcopi Parish Council held at Huish Episcopi Primary School on Monday 17th November 2025 at 19:00hrs.

Present: Councillors (Cllrs) – Robert Crumb, Julia Gadd (Chair), Arwyn Harris, Barry Horsgood, Edward Keirle, Peter Porter, Jane Redfearn, Val Saunders, John Wood (9).

In attendance: J Ferguson – Parish Clerk.

PUBLIC COMMENT (15 minutes) – 1 member of the public was present.
Nothing was raised at this time.

OUTSIDE REPORTS FROM REPRESENTATIVES

- **Somerset Councillors (SCllrs)**

SC's Wilkins and Stanton had sent their apologies, a report had been circulated via email.

19:02 - Meeting opened.

25/110 APOLOGIES FOR ABSENCE. None.

25/111 DECLARATIONS OF INTEREST.

Cllr Saunders – Item 25/121 – Non-pecuniary.

Cllr Crumb – Item 25/120 – Non-pecuniary.

25/112 MINUTES OF PREVIOUS MEETINGS

RESOLVED: To **APPROVE** the minutes of the parish council meeting held on 20 Oct 25.

25/113 CHAIRS REPORT

- a. Warding meeting attended with SC Steven Lake and Jonathan Doyle. Agenda item 25/123 refers.
- b. Langport Transport Hub presentation attended.

25/114 CLERK'S REPORT & CORRESPONDENCE

- a. AI Training. Interesting but initial attempts at creating a PC notice, whilst appeared 'polished' was littered with grammatical and spelling errors which were difficult to edit out. Considered to have limited use at this time.
- b. GDPR Training. A comprehensive report was provided, explaining the measures the clerk was implementing to meet existing and new legislation, namely:
 - i. Updated GDPR legislation (2025 - tba).
 - ii. Data (use and Access) Act 2025.
 - iii. Assertion 10 of the 2025-26 AGAR.Whilst steps towards increasing PC cyber security had already been implemented, (.gov.uk domain, Cllr email addresses and compliant website), additional measures would be rolled out over the next few months. These included:
 - i. Cloud based working for all Cllrs.
 - ii. Data audit.
 - iii. Adoption of a number of additional policies, describing how the Council works to protect the data it holds.
- c. Landmark Langport 2024/25 audited accounts and annual report.
- d. Letter signed by a significant number of residents at Picts Hill asking the PC to give their support for increased pedestrian safety measures along the footpath and crossing, in light of a number of recent incidents and near misses involving walkers and vehicles. The letter had also been sent to High Ham PC and SC Highways. The PC agreed to support any road safety improvements that SC Highways considered appropriate and would further assist High Ham

Huish Episcopi Parish Council

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PC with funding to implement those measures, on request, as it was considered that the location was not within Huish Episcopi Parish.

25/115 PLANNING – Decisions REPORT. None.

25/116 PLANNING – Applications. None.

25/117 FINANCE – To **NOTE** October 25 receipts. **NOTED**.

October 25 RECEIPTS			
Rec.	Payee	Particulars	Amount
1	Somerset Council	CIL Old Nursery Farm, Pibsbury	£ 2,145.16
	TOTAL		£ 2,145.16

25/118 FINANCE – Payment Schedule

RESOLVED: To **APPROVE** Nov 25 payment schedule.

Huish Episcopi Parish Council November 25 Payment Schedule			
Inv.	Payee	Particulars	Amount
1	Timeback Accounts	Inv. 7310	£ 6.00
2	Somerset Landscapes Ltd.	Various Oct25 Inv SLL36264	£ 1,366.20
3	tbc	Poppy Wreath	£ 50.00
	TOTAL		£ 1,422.20

25/119 FINANCE – Q2 Summary

RESOLVED: To **APPROVE** Q2 Cashbook/Bank Reconciliation and **NOTE** Budget Summary (App.1).

25/120 FINANCE – Grant Application (App.2).

RESOLVED: To **APPROVE** a grant request from Langport Town Council for £500 (App.2).

25/121 FINANCE – Grant Application (App.3).

RESOLVED: To **APPROVE** a grant request from Transition Langport for £450 (App.3).

25/122 FINANCE – Car Park Consultant

RESOLVED: To **APPROVE** a budget for £1000 for a Car Park Consultant, Mr David Lacey to advise on the provision for additional car parking in Huish Episcopi and Langport.

25/123 PARISH MERGER – Consideration for Warding

RESOLVED: To **APPROVE** a response to SC for a preference of a non-warded parish in the merged parish council, but if warding was deemed necessary, then suggested 3 ward arrangement would be preferable to any other arrangement.

25/124 REPORTS – To receive any reports:

- Memorial Field funding report (Cllr Porter).
Funding tight, collapsed drain needing to be fixed, no additional funding coming from LTC due to constraints of S137 limits. Trustees considering stepping down from their roles. Clerk reported that, whilst a grant application was expected, nothing had been received as yet.
- Committees or Working Parties. None.

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- c. Parish Councillors.
 - i. Cllr Horsgood reported that Community Payback Team had carried out some work on the footpaths near the Church, agreed to ask if they can return to complete the rest of the pathway.
 - ii. Cllr Redfearn had met with Huish Academy Head who had agreed to remind parents using St Mary's Close to show due consideration to residents when dropping and collecting students. The Academy were grateful for the recent £2K grant from the PC.
 - iii. Lengthsman had been asked to cut back hedges around the parish and would request that the grass be cut at Newtown.
 - iv. Cllr Gadd was expecting a grant application from the Primary School, requesting funding for students extra-curricular activities as many families were suffering hardship and unable to pay for these activities.
- d. Allotments. Nothing to report.

25/125 ITEMS FOR THE NEXT AGENDA

- Budget
- Precept

25/126 DATE OF THE NEXT MEETING – Monday 19 Jan 2026 at 7.00pm, Huish Episcopi Primary School, Langport, TA10 9RW. All agenda items to be notified to the clerk by Fri 9 Jan 2026.

20:25 – Meeting closed

HUISH EPISCOPI PARISH COUNCIL Q2 BUDGET SUMMARY

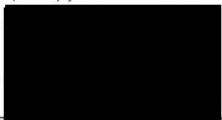
	Last Year	This Year	This Year	This Year	This Year	
RECEIPTS	2024/25	2025/26	Allocated budget	Budget remain (£)	Budget remain (%)	
Precept	£ 88,200.00	£ 92,600.00				
Deposit Interest	£ 5,535.61	£ 2,392.84	£ 3,000.00			
Allotment Rent	£ 1,664.00	£ 216.00	£ 1,728.00			
FBTA/Wayleave/Academy	£ 3,731.69	£ 1,548.96	£ 3,360.00			
VAT refund	£ -	£ 2,283.17				
Other receipts	£ 860.77	£ 2,091.25				
Donations	£ -	£ -	£ -			
TOTAL RECEIPTS	£ 99,992.07	£ 101,132.22	£ 8,088.00			
OVERBUDGET						
PAYMENTS						
Emoluments	£ 12,633.80	£ 7,203.29	£ 12,500.00	£ 5,296.71	42%	
Admin Expenses	£ 3,272.39	£ 1,823.01	£ 3,000.00	£ 1,176.99	39%	
Audit	£ 465.00	£ 475.00	£ 500.00	£ 25.00	5%	
Parish maint	£ 652.45	£ -	£ 10,000.00	£ 10,000.00	100%	
Allotments	£ 1,628.93	£ 143.94	£ 1,500.00	£ 1,356.06	90%	
Ranger	£ 7,700.00	£ 5,889.40	£ 14,000.00	£ 8,110.60	58%	
Insurance	£ 758.09	£ 867.71	£ 1,000.00	£ 132.29	13%	
Car park	£ 1,110.28	£ 555.28	£ 1,000.00	£ 444.72	44%	
Subs	£ 1,041.43	£ 1,219.80	£ 2,000.00	£ 780.20	39%	
Training	£ 30.00	£ -	£ 500.00	£ 500.00	100%	
Community Projects	£ 1,915.00	£ -	£ -	£ -		
Grants and donations	£ 5,315.00	£ 12,150.00	£ 15,000.00	£ 2,850.00	19%	
Grant (Youth Club)	£ 9,000.00	£ 10,000.00	£ 9,000.00	-£ 1,000.00	-11%	
Grant (Memorial Field)	£ 10,100.00	£ 16,700.00	£ 9,350.00	-£ 7,350.00	-79%	Additional grant
Trees (Memorial Field)	£ -	£ -	£ -	£ -		
Grant (Landmark Langport)	£ 17,500.00	£ -	£ 10,000.00	£ 10,000.00	100%	
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	£ -	£ -	£ 250.00	£ 250.00	100%	
VAT incurred on payments in :	£ 2,459.17	£ 1,290.87				
TOTAL PAYMENTS	£ 77,331.54	£ 60,068.30	£ 92,600.00	£ 32,531.70		
Excess of Receipts over Payments		£ 41,063.92				
plus balances b/fwd		£ 206,379.91				
Balances c/fwd	£ 206,379.91	£ 247,443.83	CASHBOOK TOTAL			

Huish Episcopi Parish Council

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E-mail: clerk@huishepiscopi-pc.gov.uk

COMMUNITY GRANT APPLICATION FORM

Name of the organisation	Langport Town Council
Address of website, if available	https://langport.life/
Bank account details	(as appears on statements) 
Name of person(s) submitting the application	Morag Kelly
What is your position in the organisation?	Deputy Clerk
Contact address, including phone number & email address	Langport Town Hall, Bow Street, Langport TA10 9PR 01458 259700
Geographical area covered (delete as appropriate)	The main streets of Langport, Bow Street, North Street, Cheapside, Parrett Close.
Aims, objectives or activities of the organisation	To provide Festive lighting to support Langport Town Councils annual Festive Lights Display in the town
Do you target a specific age range? If so what is it?	ALL
Do you target disabled groups?	n/a
How much funding are you applying for?	£500
What is the funding to be used for?	To purchase replacement lights (due to a number were found to be faulty during the recent PAT testing)
Please clearly state how the funding you are applying for will benefit residents of Huish Episcopi?	The annual Festive Lights Display is a strategic investment in the economic vitality, community wellbeing and cultural heritage of Huish Episcopi and Langport. It enhances civic pride, fosters social cohesion and lifts community morale throughout the winter months, while preserving a longstanding tradition that brings together residents of Huish Episcopi and Langport, along with our valued visitors.
Do you currently receive funding from other sources and, if so, from where and how much?	Yes – outstanding 50% funded by LTC

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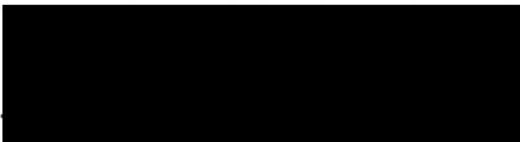
Are you applying to other funding organisations for support and, if yes, who are they?	No.
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Please return this form to Julie Ferguson - Parish Clerk (email)

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	n/a
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	n/a
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	n/a
Last 3 Months of bank statements	Y

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

Signature of applicant

Date21/10/25.....

Huish Episcopi Parish Council
 Clerk: Julie Ferguson. Chilthorne Knapp, Chilthorne Domer, Yeovil,
 BA22 8QZ

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COMMUNITY GRANT APPLICATION FORM
ONE-OFF GRANT
 (of amounts of £1,000 or less)

Name of the organisation	Transition Langport (Film)
Address of website, if available	Not currently available
Bank account details	Transition Langport No 1 account
Name of person(s) submitting the application	Jane Fitzgerald
What is your position in the organisation?	Chair
Contact address, including phone number & email address	
Geographical area covered (delete as appropriate)	Parishes of Huish Episcopi and Langport, with surrounding parishes. Audience participation may also come from further afield.
Aims, objectives or activities of the organisation	Transition Langport exists to bring to our community an improved understanding of issues relating to climate change and other environmental concerns.
Do you target a specific age range? If so what is it?	All age groups are welcome, if screening is appropriate
Do you target disabled groups?	People of all abilities are welcome and the venue has good disabled access.
How much funding are you applying for?	£900 (£450 from HEPC and £450 from LTC)

What is the funding to be used for?	1. The purchase of projection and audio equipment for monthly screenings of environmental and community-based films. This equipment is currently borrowed from Somerset Film in Bridgwater. Owning the equipment will enable screenings to be more flexible and potentially reach a wider audience. 2. Payment of annual membership of Cinema for All. This is a charity which distributes films and provides advice to community cinema.
Please clearly state how the funding you are applying for will benefit residents of Huish Episcopi?	Transition Langport exists to help in creating a sustainable, healthy and happy community for Huish Episcopi, Langport and area. Transition Langport introduced an environmental film season during the winter months of 2024/2025 and found The Angel and its function room to offer a pleasant, accessible and suitable venue for intimate and informative monthly film evenings. To date it has successfully show 7 environmental/community films and attracted audiences of between 30 to 50 from surrounding areas. The film season aims to promote awareness of environmental and community issues. Films shown to date: Phosphates: Too much of a good thing Hello Bookstore Rave On For The Avon Fashion Reimagined Wilding Titfield Thunderbolt 6 inches of Soil Films planned for November and December 2025: Ocean The Old Oak

	Transition Langport is an unincorporated not-for-profit association run entirely by volunteers.
Do you currently receive funding from other sources and, if so, from where and how much?	Only through donations from those who attend screenings to cover the costs of hiring the films and the venue.
Are you applying to other funding organisations for support and, if yes, who are they?	Yes. Langport Town Council for 50% of the grant funding applied for.

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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	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	Signed income and expenditure statements attached, signed by the Chair and Treasurer.
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	A steering group meets on a monthly basis to guide the direction of Transition Langport. Plans for next three years: To work together to plan and source

	a programme of environmental and community films • To attract more volunteers to support the delivery of the programmes • To investigate converting to a Community Cinema in line with the local HELP plan for the community • To widen audience appeal, eg to children and young people – and other interest groups..
Last 3 Months of bank statements	Attached

Please refer to the Council's Community Grant Funding Policy for full details of our terms and conditions.

Signature of applicant

Jane Fitzgerald.....

Date5 November 2025.....