

Minutes of the West Coker Parish Council Meeting
Dawes Twineworks Visitor's Centre, 94 High Street, West Coker BA22 9AU
Thursday 15th of January 2026 at 7:30pm

Present:

Cllr A Perry (Chair), D Neal (Vice-Chair), Cllr A McPhee, Cllr B Hampshire, Cllr C Barker, Cllr A Chubb, Cllr B Andrews, Cllr R Aitken.

In attendance:

Kate Fullerton – Clerk, two members of the public, 3 representatives of the PCSO Team.

i) Public Session – to hear any matters from the public

Manor Street Parking & PCSOs

A discussion took place with the public member and all others present, regarding the parking challenges on both Manor Street and East Street. PCSO John Winfield agreed with the restrained approach to yellow lines on Manor Street, to ensure the intervention didn't exacerbate those issues on East Street. PCSO Winfield said he would support the parish council once the yellow lines were in place, by monitoring parking in the area and reporting illegal parking to Somerset Parking Services at Somerset Council (somersetparkingenquiries@nsl.co.uk or Tel: 01823 219035).

ii) To receive reports from Somerset Council Councillors

The report was received before the meeting and emailed to all councillors.

19:30 – Meeting opened.

1/25/159 To receive and consider any apologies for absence and to resolve to accept or refuse them

Cllrs Guthrie and Blight sent their apologies for absence.

RESOLVED: To accept the above apologies.

2/25/160 To receive any declarations of interest for items on this agenda

None.

3/25/161 To approve the Minutes of the parish council meeting held on the 4th of December 2025

RESOLVED: To approve the minutes as a true and accurate record of the meeting.

4/25/162 To review actions from the Minutes of the last meeting

Actions reviewed.

5/25/163 To receive a report from the Wardens

a) Footpath Warden – Cllr Chubb

The Warden was advised that a footpath style was under water and could be improved by laying some hardcore material.

ACTION: Cllrs Chubb & Neal, Ranger

b) Tree Warden – Cllr Blight

Nothing to report.

c) Environmental Warden – Cllr Andrews

Nothing to report.

d) Flooding Warden – Cllr Guthrie

Nothing to report.

6/25/164 Planning

a) Applications:

i. 25/03005/LBC – The Manor House, Manor Drive, West Coker, Yeovil, Somerset BA22 9DL – Installation of a stairlift.

RESOLVED: To support the application.

ii. 25/02989/HOU – Greenacres, Orchard Close, West Coker, Yeovil, Somerset BA22 9BL – Proposed extension and internal alterations to dwelling, alterations to garage roof, erection of porch, rendering and addition of cladding to existing property, and increase of driveway area.

RESOLVED: To support the application.

ACTION: Clerk

- b) **To consider any recent planning applications from Somerset Council (South), received in the days after the agenda had been circulated and prior to this meeting.** Interested public and parish councillors; please refer to (South) Somerset Council planning portal for details of planning items that might be discussed under this item:
- 26/00047/TCA – 7 High Street, West Coker, Yeovil, Somerset BA22 9AG – Notification of intent to carry out tree surgery works to No. 3 trees within a Conservation Area.
RESOLVED: No comment.
- c) **South Somerset Planning Decisions**
- 25/02648/FUL – Application permitted with conditions.
 - 25/02704/TCA – Application permitted.

7/25/165 Sampson's Wood - to receive an update on the transfer of the lease to West Coker Parish Council
No update at this time.

8/25/166 Bunford Heights Equipped Play Area (LEAP)

- a) **To note letter sent to Untypical in December 2025 and any response received.**
Noted. Untypical have informed the Clerk they will send a response by the end of January 2026.
- b) **To note receipt of a letter from the Bunford Heights Residents Group.**
Noted. The Clerk has forwarded a copy of the letter to Somerset Council, as requested by the residents group.
- c) **To consider any further action required.**
Members agreed that the only action required at this time, is to encourage Somerset Council legal department to review the situation and enforce the legal agreement conditions of the Bunford Heights planning approval. The Clerk has asked Somerset Council Cllr Mike Hewitson to assist with communication to the legal department at Somerset Council.

ACTION: Clerk, Cllr Hewitson

9/25/167 Parish Ranger - to note upcoming work for the Ranger

- To remove a hanging branch from the junction of Font Villas and Font Lane.
- Sweep the High Street (Square to the Police House).

ACTION: Cllr Neal, Ranger

10/25/168 To share information on Local Community Network (LCN) matters – Chair Perry and Cllr Neal.

Chair Perry and Cllr Neal attended the recent LCN meeting, which took place at West Coker Jubilee Pavilion. They relayed that there would be a standing item on future agendas for parish and town councils to report any issues involving Somerset Council matters and/or any other matters, and the Highways Workshop will be re-introduced. A Yeovil Town Councillor has agreed to Chair all future Yeovil LCN meetings.

11/25/169 Yeovil Town Council financial support request towards funding the Octagon Theatre refurbishment

- a) **To review any community feedback.**
It was noted that the majority of feedback supported the granting of the higher sum of £5000.
- b) **To consider other issues affecting the decision to provide the funding towards the project.**
The Clerk was asked to respond to Yeovil Town Council (YTC) advising them that the sum of £5000 would be earmarked for the project but would only be paid out once the parish council were certain of the success of the project – with some oversight of the contractor and how Somerset Council will successfully manage the project. The Clerk was asked to request a meeting with YTC to discuss the funding and management of the project funds.

ACTION: Clerk

12/25/170 To note West Coker Post Office closing date and discuss any further action required.

It was noted that Post Office Ltd have circulated a formal consultation notice regarding the impending closure of West Coker Post Office, asking the parish council to share the notice with the community. The post office closure date is the 25th of March at 1pm. The link to the consultation on the closure at Post Office Ltd is:

<https://www.postofficeviews.co.uk/national-consultation-team/west-coker-village-ba22-9ap-385549/>

13/25/171 Financial and regulatory matters

- a) **To note the next Town and Parish Council elections take place in May 2027.**
Noted.
- b) **The Pensions Regulator- to note requirement for workplace pensions re-enrolment -due by 17th May 2026.**



Noted.

- c) **To receive an amended grant request the Coker Crusaders Explorer Unit.**
 Not received. Remove from agenda.
- d) **To receive a grant request from Coker Rope and Sail CIO for the sum of £315.00.**
RESOLVED: To approve the grant for use of the meeting room.
- e) **To receive a grant request from West Coker Commemoration Hall (WCCH), to cover the 2026 publication costs for the Ropewalker newsletter, £2709.00 for the production of nine editions.**
 Cllrs Hampshire and Neal declared an interest in this item as they are members of the WCCH management committee.
RESOLVED: To approve a grant of £2,000, the sum currently earmarked for the production costs of the Ropewalker.
ACTION: Clerk
- f) **To receive a quote from Somerset Council for emptying bins in the parish and to consider bin emptying requirements if not as per quote.**
RESOLVED: To request that the two dog foul bins are emptied fortnightly. Query the general waste bin collection – should Somerset Council cover the cost of emptying this bin as it is roadside.
ACTION: Clerk
- g) **To receive a quote from Premier Landscaping for drain clearing work.**
RESOLVED: To accept the quote of £500 per day for drain jetting work. Two days' work approved – soonest date to be advised by Premier Landscaping.
ACTION: Clerk
- h) **To confirm the precept figure for 2026/27.**
RESOLVED: The precept figure of £80,000 was approved for 2026/27. The additional cost (on the 25/26 precept) per 'band d property' would be £11.23 a year. The total precept cost 'per band d property' for 2026/27 would be £88.35 a year. This sum forming part of the council tax recovered by Somerset Council. Somerset Council to pay the precept in two parts; April and September 2026.
ACTION: Clerk
- i) **To approve the following payments:**
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|-------|---|-----------|
| i. | K Fullerton – Clerk salary January 2026 | £ 1489.75 |
| ii. | K Fullerton – Monthly expenses (wfh, MS365) January 2026 | £ 73.52 |
| iii. | P Sandford – Rec Grd Grant Caretaker salary January 2026 | £ 153.87 |
| iv. | Somerset Council – Pension January 2026 | £ 499.06 |
| v. | HMRC – PAYE January 2026 | - |
| vi. | B Andrews – Reimburse tree purchase | £ 89.28 |
| vii. | J Frosdick – reimburse Defib Warehouse batteries and pads | £ 420.00 |
| viii. | B Hampshire – Reimburse Booker costs JP cleaning | £ 26.90 |
| ix. | BT – WIFI JP Inv December - PAID BY DD 16/12/2026 | £ 25.43 |
- RESOLVED:** Cllrs Barker and Neal were given authority to proceed with authorising the above payments.
ACTION: Cllrs Neal, Barker
- f) **To agree the sum for bank transfer between WCPC accounts.**
 The Clerk advised that a funds transfer of £10,000 would be required.
- g) **To receive the bank reconciliation.**
 The Clerk presented a bank reconciliation dated the 15th of January 2026, showing a capital balance of £177,809.37.

14/25/172 Highway Matters

- a) **Manor Street double yellow lines initiative.**
- i. To consider the responses to the Manor Street, Ropewalker consultation.
 There was support for 'A', 'B' & 'C', but discussions with the PCSO and responses from residents of both Manor Street and East Street meant that lines at 'B' and 'C' could be considered excessive and lead to more issues on East Street. The Clerk was asked to request Highways to repaint the white junction lines.
ACTION: Clerk
- ii. To consider the need for further public consultation.
RESOLVED: No further consultation required.
- iii. To resolve the positioning of the double yellow lines request to Somerset Council Traffic Management.
RESOLVED: To approve double yellow lines suggestion 'A'.
ACTION: Clerk

- b) **To consider purchasing the necessary panels and parts to transform the speed indicator device (SID) to solar powered for the sum of £1260.52 + VAT.**

Members asked to defer this item to the next meeting.

ACTION: Clerk

- c) **To monitor Lane's sluice gate issues.**

No further information from Somerset Council. The Clerk was asked to write to Lanes Hotel and the private landowner, asking them to carry out vital maintenance.

ACTION: Clerk

- d) **Water run-off issues from The Ridge, running down through Snails Terrace/Churlands Close – to receive and comment on a report from Roy Hayes/FWAG.**

Still awaiting a formal report from FWAG.

ACTION: Clerk

- e) **Sleight's Lane – outstanding works by Somerset Council and landowner.**

No further progress from Roy Hayes/FWAG to report.

- f) **To receive Road Defects Report from Somerset Council.**

Received.

- g) **To note any blocked drains or potholes reported online by councillors and any follow-up required by the parish council.**

None.

- h) **To note road closure notices.**

TTRO720441S – Coker Hollow and West Coker Road, resurfacing works, 12 -28th February 2026 (19:00 to 06:00).

15/25/173 To receive proposals and information regarding the new pavilion project and playing field refurbishment

- a) **To receive three quotes for the supply and installation of the cricket protection nets (children's play area).**

Four quotes received: Somerset Landscapes Ltd (to supply and install), P H Hardwill (to install only), Edwards Sports Sales (to supply only) and Fitness Sports (to supply and install).

RESOLVED: To accept the lowest quote received, being from Somerset Landscapes, to supply and install a removable net protection system at a total cost of £5,923.00.

ACTION: Clerk

- b) **To receive two further quotes for the installation of a footpath from the pedestrian gate to the tennis courts.**

Item deferred as two more quotes are required.

ACTION: Clerk

- c) **To receive two further quotes to install a base for two shipping containers and to transport two containers across the playing field to the required location.**

Two quotes were received: Somerset Landscapes and PH Hardwill.

RESOLVED: To accept the lowest quote received, being from PH Hardwill at £3160.00 + VAT and to include the movement of two containers across the field to the new location.

ACTION: Clerk

16/25/174 To receive the following reports

- a) **Recreation Ground for Children – Chair Perry**

Chair Perry reported that the Toddler-multi piece of equipment is coming up on the playground inspection report and, although safe at this time, is aged and requiring of new parts. Members to consider the option to remove and replace with a new installation. The primary user rates at the new pavilion need reviewing, the building needs a fresh coat of paint inside, policies should be reviewed, and there is a need for a volunteer Health and Safety person.

- b) **Dawes Twinetworks – Cllr Aitken.**

Cllr Aitken said they had a very useful meeting recently, where the future programme of the Twinetworks had been agreed.

- c) **West Coker Commemoration Hall (WCCH) – Cllr Hampshire.**

Cllr Hampshire reported on their extremely successful Christmas lunch event, held on the 20th of December. They had 63 people attend. Food was donated by their sponsor 'The New Inn' for the event, which allowed them to raise 100% profit to go towards the future running costs of the Commemoration Hall. New patio works start in a few weeks' time, thanks to the grant from the parish council. Numbers are up on the Lottery and there is a jumble sale in February 2026.



17/25/175 To receive correspondence

- Somerset Council – Quote for Playground quarterly inspections 2026/27 - £81.48 total.
RESOLVED: To accept the quote.
- Parsons Landscapes Ltd – Quote for grass maintenance at the recreation ground, West Coker - £146.84 per cut (16 cuts).
RESOLVED: To accept the quote.
- Grant request for 'Carols in the Square', to cover overhead costs.
RESOLVED: To grant £410 to cover the event overheads.
- Somerset Council – Local Electric Vehicle Infrastructure (LEVI).
Noted. Clerk to add to the next agenda.

ACTION: Clerk

18/25/176 To note items for the next agenda

- LGPS – Employer pension contributions reducing for next period.
- LEVI – to consider locations for Local Vehicle Infrastructure.

ACTION: Clerk

19/25/177 To note the date of the next meeting

5th of February 2026, 7.30pm, Ordinary Parish Council Meeting.

21:45 Meeting closed.