

West Coker Parish Council

Agenda for the Parish Council Meeting

2nd of April 2026



To: *The Chair Miss Perry and all members of West Coker Parish Council*

You are summoned to attend the Meeting of West Coker Parish Council, to be held at **Dawes Twineworks' Visitors Centre, 94 High Street, West Coker, Yeovil BA22 9AU on the 2nd of April 2026, commencing at 7.30pm, for the purposes of transacting business as outlined below.**

Kate Fullerton, Parish Clerk, 25th of March 2026

Members of the public are welcome to attend and will be given an opportunity to speak.

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- i) Public Open Session – to hear any matters raised by members of the public
 - ii) To receive a written report from Somerset Council Councillors Mike Hewitson and/or Oliver Patrick
1. To receive and consider any apologies for absence and to resolve to accept or refuse them.
 2. To receive any declarations of interest for items on this agenda.
 3. To approve the minutes of the parish council meeting held on the 5th of March 2026.
 4. To review actions from the Minutes of the previous meeting.
 5. To receive a report from the Wardens:
 - a) Footpath Warden – Cllr Chubb
 - b) Tree Warden – Cllr Blight
 - c) Environmental Warden – Cllr Andrews
 - d) Flood Warden – Cllr Guthrie
 6. To consider planning items:
 - a) Planning Application(s):
 - i. 26/00608/HOU & 26/00671/LBC – Westlake House, High Street, West Coker, Yeovil, Somerset BA22 9AH - Alterations and single storey side extension.
 - ii. 26/00584/TCA – Greenacres, Orchard Close, West Coker, Yeovil, Somerset BA22 9BS - Notification of intent to fell No.1 tree within a conservation area. No.1 x Cypress conifer to be fully removed. A replacement Cherry Tree has already been planted in a nearby location.
 - b) To consider any recent planning applications from Somerset Council (South), received in the days after the agenda has 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: <https://www.somerset.gov.uk/planning-buildings-and-land/view-and-comment-on-a-planning-application/>**
 - c) To record South Somerset Planning Decisions
 7. To review the general grant-giving policy.
 8. To review the basis of the Recreation Ground for Children's grant.
 9. To note receipt of Cllr McPhee's resignation, tendered 6th of March 2026.
 10. To note the Casual Vacancy position on the parish council and to note if Somerset Council have advised that the vacancy can be filled by co-option.
 11. To receive any expressions of interest/applications for the casual vacancy.
 12. Parish Councillors – continuation plan.
 13. To agree the arrangements for the Annual Parish Meeting, 24th April 2026, 7pm.
 14. Local Electrical Vehicle Infrastructure (LEVI) – to discuss potential locations for car charging infrastructure.
 15. Sampson's Wood – to receive an update on the transfer of the lease to West Coker Parish Council.
 16. Bunford Heights Equipped Play Area (LEAP).
 - a) To receive an update from Somerset Council.
 - b) To consider any further action.
 17. Parish Ranger – to note upcoming work for the Ranger.

18. To share information on Local Council Network (LCN) matters – Chair Perry & Cllr Neal.
19. Yeovil Town Council, request for financial support for the Octagon Theatre project – feedback from the meeting held on the 6th of March 2026.
20. Village Pound Project – Cllr Aitken.
21. Financial and regulatory matters:
- a) To review the Risk Register and update where appropriate.
 - b) To receive the financial statements for the year-ended 31st March 2026.
 - c) To confirm that Somerset Council has confirmed that there are no bin emptying charges for the parish.
 - d) To approve the following payments:

i. K Fullerton - Clerk salary April 2026	£ 1489.95
ii. K Fullerton – Monthly expenses (wfh, MS365, paper) April 2026	£ 76.51
iii. P Sandford - Recreation ground caretaker April 2026	£ 153.87
iv. HMRC – PAYE April 2026	
v. Somerset Council – Pension April 2026	£ TBA
vi. SAJ Electrical – Inv 1429 – PAT Testing Jubilee Pavilion	£ 132.00
vii. Premier Landscaping – Ranger March 2026	£ TBA
viii. BT – Inv2/06/25 JP WIFI March 2026 - PAID DD 16/03/26	£ 25.43
 - e) To agree the sum for bank transfer between the parish council bank accounts.
 - f) To receive the bank reconciliation as of the 31st of March 2026.
22. To discuss highway matters:
- a) To monitor Lanes’ sluice gate issues.
 - b) To note feedback and actions from the Dibbles Lane/Sleight’s Lane meeting of the 10th of March 2026.
 - c) 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).
 - d) To receive Road Defects Report from Somerset Council.
 - e) To note any blocked drains or potholes reported online by councillors and any follow-up required by the parish council.
 - f) To note road closure notices.
23. To receive proposals and information regarding the new pavilion project and playing field refurbishment
- a) To receive two further quotes for the installation of a footpath from the pedestrian gate to the tennis courts.
 - b) To obtain quotes for a replacement multi-junior piece of equipment.
24. To receive the following reports:
- a) Recreation Ground for Children – Chair Perry
 - b) Dawes Twineworks – Cllr Aitken
 - c) West Coker Commemoration Hall – Cllr Hampshire
25. To receive correspondence
26. To note items for the next Agenda
27. To note the date of the next meeting:
- 24th of April 2026, 7pm, Dawes Twineworks – Annual Parish Meeting.
 - 7th of May 2026, 7.30pm, Dawes Twineworks – Full Parish Council Meeting.