

Minutes of the West Coker Parish Council Meeting  
Dawes Twineworks Visitor's Centre, 94 High Street, West Coker BA22 9AU  
**Thursday 4<sup>th</sup> of June 2026 at 7:30pm**

**Present:**

Cllr D Brown (Acting chair), Cllr A Blight, Cllr R Aitken, Cllr B Andrews.

**In attendance:**

Kate Fullerton – Clerk, three members of the public.

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

Three members of the public attended to voice their objections and concerns about planning item 26/00740/HOU.

**ii) To receive reports from Somerset Council Councillors**

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

**19:30 – Meeting opened.**

**01/26/028 To receive any apologies for absence.**

Apologies were received from Cllrs Barker, Hampshire, Chubb, Guthrie, Neal and Perry.

**02/26/029 To receive any declarations of interest for items on this agenda**

None were declared.

**03/26/030 To approve the Minutes of the annual parish council meeting held on the 7<sup>th</sup> of May 2026**

**RESOLVED:** The minutes of the meeting held on the 7<sup>th</sup> of May 2026 were approved as a true and accurate record.

**04/26/031 To review actions from the Minutes of the last meeting**

All actions from the previous meeting had been reviewed and were complete or in progress.

**05/26/032 To receive a report from the Wardens**

**a) Footpath Warden – Cllr Chubb**

Nothing had been reported.

**b) Tree Warden – Cllr Blight**

Nothing had been reported.

**c) Environmental Warden – Cllr Andrews**

Cllr Andrews mentioned the need for maintenance at Sampson's Wood – currently under the care of Yeovil Town Council.

**06/26/033 Planning**

**a) Applications:**

- i. 26/00704/HOU & 26/00613/LBC – Westlake House, High Street, West Coker, Yeovil, Somerset BA22 9AH – Replace and raise roof to outbuilding, internal and external alterations to create guest accommodation with ancillary uses.

**RESOLVED:** Members resolved to object to the application based on it being within the curtilage of a listed house and within the conservation area and affecting the light and privacy of two neighbouring properties. The flue design would also expel smoke in the direction of Westlake Cottages (attached to the outbuilding concerned).

- ii. 26/01091/TCA – 3 Manor Street, West Coker, Yeovil, Somerset BA22 9BJ – Notification of intent to perform selective pruning and canopy management to No. 1 Lime tree included within conservation area.

Cllr Blight said she was happy with the proposal.

**RESOLVED:** No comment.

- 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:**

None.

**c) South Somerset Planning Decisions**

- 26/01091/TCA - Application permitted.
- 26/00757/TCA – Application permitted.
- 26/00703/HOU - Application permitted with conditions.
- 26/00704/LBC - Application permitted with conditions.
- 26/00671/LBC - Application permitted with conditions.
- 26/00662/HOU - Application permitted with conditions.
- 26/00608/HOU - Application permitted with conditions.

**07/26/034 Somerset Council devolution of assets to West Coker Parish Council.**

The Clerk informed members that the devolution was now in the hands of Somerset Council Legal. The Clerk was in the process of arranging the services of a solicitor for conveyancing services. Cllr Blight asked if the land to be transferred included the garages and the incoming road. The Clerk said she would check the land registry documents and advise by email. Cllr Andrews suggested obtaining a hard-backed, large-scale map of the parish for general reference purposes.

**ACTION: Clerk**

**08/26/035 Bunford Heights Equipped Play Area (LEAP)**

**a) To receive an update from Somerset Council.**

The Clerk advised that there was no update available from Somerset Council.

**b) To consider any further action required.**

The Clerk was asked to continue following up with the Somerset Council Legal Department.

**ACTION: Clerk, Cllr Hewitson**

**09/26/036 Parish Ranger - to note upcoming work for the Ranger**

- Gate was still to be removed from The Ridge.
- Debris was to be cleared from the permissive footpath.

**ACTION: Cllr Neal, Ranger**

**10/26/037 To share information on Local Community Network (LCN) matters – Chair Perry and Cllr Neal.**

There had been no update.

**11/26/038 Village Pound Project – Cllr Aitken.**

Cllr Aitken said he was pulling together plans to present to the September meeting.

**ACTION: Cllr Aitken**

**12/26/039 Village signposts for parish amenities (V/hall, Pavilion, Dawes, School etc.).**

Item deferred to the July meeting.

**13/26/040 Financial and regulatory matters**

**a) To approve a budget for a new laptop for the Clerk.**

Members approved a budget of up to £600 for the new laptop.

**ACTION: Clerk**

**b) To approve the following payments:**

i.	K Fullerton – Clerk salary June 2026	£ 1489.75
ii.	K Fullerton – Monthly expenses (wfh, MS365) June 2026	£ 47.10
iii.	P Sandford – Rec Grd Grant Caretaker salary June 2026	£ 153.87
iv.	Somerset Council – Pension June 2026	£ 420.91
v.	HMRC – PAYE June 2026	-
vi.	SAJ Electrical – Inv 1429 – PAT Testing JP	£ 132.00
vii.	P Russell – Internal Audit 25/26	£ 260.00
viii.	Premier Landscaping – Ranger April and May 2026	£ 2287.60
ix.	SALC – Inv 3192 Dealing with difficult people	£ 40.00
x.	BT – WIFI JP Inv May - PAID BY DD 16/05/2026	£ 34.74

**RESOLVED:** To give Cllrs Barker and Neal authority to proceed with authorising the above payments.

**ACTION: Cllrs Neal, Barker**

**c) To agree the sum for bank transfer between WCPC accounts.**

The Clerk had advised that no transfer would be required this month.

**d) To receive the bank reconciliation.**

The Clerk presented a bank reconciliation dated 1<sup>st</sup> of June 2026, showing a capital balance of £184348.32.

**14/26/041 Highway Matters**

**a) Camp Road – temporary 30MPH speed limit.**

Noted.

**b) To monitor sluice gate issues.**

The Clerk reported that Somerset Council (J Divall) had recently advised that the issue of responsibility should be resolved soon.

**ACTION: Clerk**

**c) Dibbles Lane Drainage Project**

FWAG were in the process of obtaining alternative quotes for the work.

**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.**

A formal report from FWAG regarding water run-off from the Ridge was still awaited.

**ACTION: Clerk**

**e) To receive Road Defects Report from Somerset Council.**

The Road Defects Report had been received.

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

There had been no drains reported that required follow-up action.

**g) To note road closure notices.**

Reviewed and noted.

**15/26/042 To receive proposals and information regarding the new pavilion project and playing field refurbishment**

**a) To obtain quotes for a replacement toddler-multi piece of equipment.**

The clerk was still in the process of obtaining alternative quotes. The item of play equipment was to be considered at the next Recreation Ground for Children meeting.

**ACTION: Clerk**

**16/26/043 To receive the following reports**

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

Members discussed the need for further acoustic improvements at the Jubilee Pavilion. A new footpath from the pedestrian gate to the tennis courts was due to be installed.

**b) Dawes Twineworks – Cllr Aitken.**

Cllr Aitken said they were intending to install a pottery kiln within a new building at Dawes Twineworks. Members thought this was a really splendid idea and looked forward to the realisation of the project.

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

Nothing was reported.

**17/26/044 To receive correspondence**

All correspondence had been circulated by email before the meeting.

**18/26/045 To note items for the next agenda**

None.

**19/26/046 To note the date of the next meeting**

2<sup>nd</sup> of July 2026, 7.30pm, Ordinary Parish Council Meeting.

**20.55 Meeting closed.**