

Minutes of the West Coker Parish Council Meeting
Dawes Twineworks Visitor's Centre, 94 High Street, West Coker BA22 9AU
Thursday 2nd of July 2026 at 7:30pm

Present:

Cllr A Perry (Chair), Cllr D Brown, Cllr A Blight, Cllr R Aitken, Cllr B Andrews, Cllr C Barker, Cllr A Chubb, Cllr C Guthrie.

In attendance:

Kate Fullerton – Clerk, one member of the public.

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

There were no items brought forward by the public.

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.

01/26/047 To receive any apologies for absence.

Apologies were received from Cllrs Hampshire and Neal.

02/26/048 To receive any declarations of interest for items on this agenda

None were declared.

03/26/049 To approve the Minutes of the annual parish council meeting held on the 4th of June 2026

RESOLVED: The minutes of the meeting held on the 4th of June 2026 were approved as a true and accurate record of the matters discussed.

04/26/050 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 to a satisfactory level.

05/26/051 To receive a report from the Wardens

a) Footpath Warden – Cllr Chubb

Ranger to clear the gate on the Holywell footpath.

b) Tree Warden – Cllr Blight

Cllr Blight said she had arranged for the Woodland Trust to clear the paths at Hatherstone Wood.

c) Environmental Warden – Cllr Andrews

Cllr Andrews mentioned the need for maintenance at Sampson's Wood – currently under the care of Yeovil Town Council. Cllr Andrews has circulated his design to plant trees within the children's play area, to provide shade and shelter. Cllr Andrews will obtain some costings on various trees, including cherry trees, and will arrange the works with Cllr Blight, with a view to planting in autumn 2026.

06/26/052 Planning

a) Somerset Local Plan Scoping Consultation

b) Applications:

- i. 26/01429/TCA – Southleigh, East Street, West Coker, Yeovil, Somerset BA22 9BG – Notification of intent to reduce by approx. 2m to No. 4 beech trees (T1-T4) and reduce and shape by approx. 2m in height and 1m in width to No. 1 silver birch (T5) included within conservation area.

RESOLVED: Members resolved to make no comments.

c) 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:

- i. 26/01461/COU – Millbrook House, High Street, West Coker, Yeovil, Somerset BA22 9AU – Change of Use, Agricultural land to residential land (retrospective).

RESOLVED: Members resolved to make no comments.

d) South Somerset Planning Decisions

26/01060/NMA - Application permitted.

26/00740/HOU – Application refused.

26/00613/LBC – Application refused.

07/26/053 Somerset Council devolution of assets to West Coker Parish Council.

It was noted that the process was in the hands of Somerset Council legal department. The Clerk was in the process of pricing up legal representation for the parish council side of the legal process.

ACTION: Clerk

08/26/054 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

09/26/055 Parish Ranger - to note upcoming work for the Ranger

- Gate was still to be removed from The Ridge.
- Holywell footpath – remove debris from gate.

ACTION: Cllr Neal, Ranger

10/26/056 To share information on Local Community Network (LCN) matters – Chair Perry and Cllr Neal.

Chair Perry had attended the meeting but had felt that attendance was too low for the meetings to work properly.

11/26/057 Village Pound Project – Cllr Aitken.

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

ACTION: Cllr Aitken

12/26/058 Village signposts for parish amenities (V/hall, Pavilion, Dawes, School etc.).

Members asked the Clerk to identify any rules/guidance on installing the signs. Post likely to be positioned within The Square by the bus shelter.

ACTION: Clerk

13/26/059 Large scale, hardbacked, printed maps of the parish – consider options.

Members decided upon printed and laminated individual A1 maps of the main settlements: Sampsons Wood/Bunford Heights/Watercombe Heights; Village – Whitepost to Wash Corner; A map of the whole parish. Cllr Andrews will provide the Clerk with the electronic files for the maps required.

ACTION: Cllr Andrew, Clerk

14/26/060 Financial and regulatory matters

a) To sign the Unity Trust six-month fixed term savings account application.

Two councillors signed the account form.

ACTION: Clerk

b) To approve the following payments:

i.	K Fullerton – Clerk salary July 2026	£ 1489.95
ii.	K Fullerton – Monthly expenses (wfh, MS365) July 2026	£ 47.10
iii.	P Sandford – Rec Grd Grant Caretaker salary July 2026	£ 153.87
iv.	Somerset Council – Pension July 2026	£ 420.91
v.	HMRC – PAYE July 2026	-
vi.	K Fullerton – Clerk salary August 2026	£ 1489.75
vii.	K Fullerton – Monthly expenses (wfh, MS365) August 2026	£ 47.10
viii.	P Sandford – Rec Grd Grant Caretaker salary August 2026	£ 153.87
ix.	Somerset Council – Pension August 2026	£ 420.91
x.	HMRC – PAYE August 2026	-
xi.	Somerset Landscapes Ltd – Inv SLL36905 conipave footpath (grant Rec Grd)	£ 21508.80
xii.	BT – WIFI JP Inv July - PAID BY DD 16/07/2026	£ 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 a bank transfer of £30,000 would be required this month.

d) To receive the bank reconciliation.

The Clerk presented a bank reconciliation dated 2nd of July 2026, showing a capital balance of £179,605.62.

15/26/061 Highway Matters

a) To monitor sluice gate issues.

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

ACTION: Clerk

b) Dibbles Lane Drainage Project

FWAG were in the process of obtaining alternative quotes for the work. It was confirmed that Somerset Council had dug out the ditch as promised. Members reported that the pipe within the ditch had appeared to be blocked. The Clerk was asked to report to Somerset Council Highways for jetting.

ACTION: Clerk

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.

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

ACTION: Clerk

d) To receive Road Defects Report from Somerset Council.

The Road Defects Report had been received.

e) 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. Cllr Chubb said he intended to report two blocked drains at Wash Corner.

ACTION: Cllr Chubb

f) To note road closure notices.

Reviewed and noted.

16/26/062 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 (22nd September 2026).

ACTION: Clerk

17/26/063 To receive the following reports

a) Recreation Ground for Children – Chair Perry

The new footpath from the pedestrian gate to the tennis courts was recently installed. Members discussed the need for further acoustic improvements and a fresh coat of paint at the Jubilee Pavilion. Large cracks around the window to be reported to PH Hardwill.

b) Dawes Twineworks – Cllr Aitken.

Cllr Aitken said they were in the process of replacing their tables and chairs.

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

Nothing was reported.

18/26/064 To receive correspondence

All correspondence had been circulated by email before the meeting.

19/26/065 To note items for the next agenda

None.

20/26/066 To note the date of the next meeting

3rd of September 2026, 7.30pm, Ordinary Parish Council Meeting.

20.50 Meeting closed.