

West Coker Parish Council

Agenda for the Parish Council Meeting 3rd of September 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 **3rd of September 2026**, commencing at **7.30pm**, for the purposes of transacting business as outlined below.*

Kate Fullerton, Parish Clerk, 11th August 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
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- 1. To receive and consider any apologies for absence.
 - 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 2nd of July 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
 - 6. To consider planning items:
 - a) Planning Application(s):
None.
 - 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. Somerset Council devolution of assets to West Coker Parish Council
 - 8. Sampson's Wood – Licence to Occupy (short-term) and Lease transfer (long-term).
 - 9. Bunford Heights Equipped Play Area (LEAP).
 - a) To receive an update from Somerset Council.
 - b) To consider any further action.
 - 10. Parish Ranger – to note upcoming work for the Ranger.
 - 11. To share information on Local Community Network (LCN) matters – Chair Perry & Cllr Neal.
 - 12. Village Pound Project – Cllr Aitken.
 - 13. Village signposts for parish amenities (Village Hall, Pavilion, Dawes etc, school) – to arrange site meeting with Andy Barron, Traffic Management.
 - 14. Financial and regulatory matters:
 - a) Conrad Energy Community Benefits Package – transfer of funds expected.
 - b) To approve a grant request from the Recreation Ground for Children for the sum of £780+VAT to replace a split post on the basket swing.
 - c) To approve the following payments:
 - i. Premier Landscaping – Ranger June & July PAID 07/08/26 £ 1976.08
 - ii. SALC – Inv 3336 Data Protection I & II KF PAID 07/08/26 £ 80.00
 - iii. K Fullerton - Clerk salary September 2026 £ 1489.75

Clerk to the Parish Council, Kate Fullerton, Tel: 07712398985, Email: clerk@westcoker-pc.gov.uk

iv.	K Fullerton – Monthly expenses (wfh, MS365) September 2026	£	125.07
v.	P Sandford - Recreation ground caretaker September 2026	£	153.87
vi.	HMRC – PAYE September 2026		
vii.	Premier Landscaping – Ranger August 2026	£	TBA
viii.	BT – JP WIFI August 2026 - PAID DD 16/08/2026	£	34.74
ix.	BT – JP WIFI September 2026 – DD 16/09/2026	£	34.74

d) To agree the sum for bank transfer between the parish council bank accounts.

e) To receive the bank reconciliation for the parish council bank accounts.

15. To discuss highway matters:

- a) Damaged kerb stone by the bus shelter, The Square – reported and awaiting repair.
- b) Parking issues at Church Street - white lines to be repainted by Wessex Water or traffic management.
- c) To monitor Lanes' sluice gate issues.
- d) Dibbles Lane Drainage Project.
- e) 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).
- f) To receive Road Defects Report from Somerset Council.
- g) To note any blocked drains or potholes reported online by councillors and any follow-up required by the parish council.
- h) To note road closure notices.

16. To receive proposals and information regarding the new pavilion project and playing field refurbishment

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

17. To receive the following reports:

- a) Recreation Ground for Children – Chair Perry
- b) Dawes Twineworks – Cllr Aitken
- c) West Coker Commemoration Hall – Cllr Hampshire

18. To receive correspondence

19. To note items for the next Agenda

20. To note the date of the next meeting:

- 1st October 2026, 7.30pm, Dawes Twineworks – Full Parish Council Meeting.