

Minutes of the West Coker Parish Council Meeting
Dawes Twineworks Visitor's Centre, 94 High Street, West Coker BA22 9AU
Thursday 3rd of September 2026 at 7:30pm

Present:

Cllr A Perry (Chair), Cllr D Neal (Vice Chair), Cllr B Hampshire, Cllr A Blight, Cllr R Aitken, Cllr A Chubb.

In attendance:

Five members of the public.

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

Planning items 26/01789/HOU & 26/01790/LBC

Four members of the public attended to voice their objections to the two planning applications. Their concerns remained the same as previously reported to the parish council.

ii) To receive reports from Somerset Council Councillors

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

19:30 – Meeting opened.

01/26/067 To receive any apologies for absence.

Apologies were received from Cllrs Barker, Guthrie, Andrews and Brown.

02/26/068 To receive any declarations of interest for items on this agenda

None were declared.

03/26/069 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 2nd of July 2026 were approved as a true and accurate record of the matters discussed.

04/26/070 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.

05/26/071 To receive a report from the Wardens

a) Footpath Warden – Cllr Chubb

It was reported that local footpaths were dry and overgrown. The permissive footpath required cutting back.

b) Tree Warden – Cllr Blight

Nothing to report.

c) Environmental Warden – Cllr Andrews

Nothing to report.

06/26/072 Planning

a) Somerset Local Plan Scoping Consultation

b) Applications:

None.

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. 26/01789/HOU & 26/01790/LBC – Westlake House, High Street, West Coker, Yeovil BA22 9AH – Remove existing roof and replace with new roof, insert new gable window, internal and external alterations to create ancillary guest accommodation.

RESOLVED: To object to the application due to overbearing nature of design and causing less than substantial harm to the heritage setting.

- ii. 26/01698/FUL – Unit 9 Bartlett Court, 36 Sea King Road, Lynx Trading Estate, Yeovil, Somerset BA20 2NZ – Proposed health and wellness centre. New entrance windows and doors, and new cladding to front elevation.

RESOLVED: No comment.

d) South Somerset Planning Decisions
 None.

07/26/073 Somerset Council devolution of assets to West Coker Parish Council.

The process was reported as still in the hands of Somerset Council legal team. Clerk to identify legal representation for the transfer paperwork.

ACTION: Clerk

08/26/074 Sampson's Wood – Licence to Occupy (short-term) and lease transfer (long-term).

Somerset Council were arranging the short-term and long-term contracts.

09/26/075 Bunford Heights Equipped Play Area (LEAP)

a) To receive an update from Somerset Council.

There had been no formal update received from Somerset Council.

b) To consider any further action required.

The Clerk was asked to continue following up with the Somerset Council Legal Department. Members were considering filing a formal complaint to Somerset Council due to the time it was taking to resolve the planning-related issues on site.

ACTION: Clerk, Cllr Hewitson

10/26/076 Parish Ranger - to note upcoming work for the Ranger

There were no additional tasks assigned to the Ranger.

ACTION: Cllr Neal, Ranger

11/26/077 To share information on Local Community Network (LCN) matters – Chair Perry and Cllr Neal.

There had been no meetings to report on.

12/26/078 Village Pound Project – Cllr Aitken.

Cllr Aitken said he was pulling feasibility plans together and would share them with members when the plans were complete.

ACTION: Cllr Aitken

13/26/079 Village signposts for parish amenities (V/hall, Pavilion, Dawes, School, Church, Doctors etc.).

The clerk would be meeting with Andy Barron, Traffic Management, on the 15th of September, to discuss potential positioning of the post.

ACTION: Clerk

14/26/080 Financial and regulatory matters

a) Conrad Energy Community Benefits Package – transfer of funds expected.

Funds of £1,500 had been received and earmarked for Rodbard Allotments, West Coker.

ACTION: Clerk

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.

RESOLVED: To provide the grant.

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
iv.	K Fullerton – Monthly expenses (wfh, stapler, shredding) September 2026	£ 125.07
v.	P Sandford – Rec Grd Grant Caretaker salary September 2026	£ 153.87
vi.	Somerset Council – Pension September 2026	£ 420.91
vii.	HMRC – PAYE September 2026	-
viii.	PKF Littlejohn LLP – Inv SB20260904 External audit 25/26	£ 504.00
ix.	Information Commissioner's Office – Data Protection 26/27 PD DD	£ 47.00
x.	BT – WIFI JP Inv August- PAID BY DD 16/08/2026	£ 34.74
xi.	BT – WIFI JP Inv September – PAID BY DD 16/09/2026	£ 34.74

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

ACTION: Cllrs Neal, Barker

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

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

e) To receive the bank reconciliation.

Item deferred.

15/26/081 Highway Matters

- a) **Damaged kerb stone by the bus shelter, The Square – reported and awaiting repair.**
 Noted.

- b) **Parking issues at Church Street – white T-bar lines to be repainted by Traffic Management.**
 The Clerk was awaiting a response from Andy Barron.

- c) **To monitor sluice gate issues.**

Despite frequent chasing, no update has been received from Somerset Council. Cllr Neal has spoken to Lanes Hotel to remind them of their riparian duties to maintain the river. Cllr Neal had spoken to a resident with concerns related to these issues, informing them of the current situation with Somerset Council.

ACTION: Clerk

- d) **Dibbles Lane Drainage Project**

Somerset Council said they had a restricted budget for works but have added the blocked pipe (ditch at Sleight's Lane) to their list of works required. FWAG are completing their preparations to begin the project. The Clerk is in touch with Emma Robertson (FWAG) who is leading the project in Roy Hayes place.

ACTION: Clerk

- 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.**

A formal report from FWAG regarding water run-off from the Ridge was still awaited. Emma Robertson said she would chase Roy Hayes up for the report.

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

The Road Defects Report had been received.

- g) **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.

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

Reviewed and noted.

16/26/082 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.**

Item deferred in the Clerk's absence.

17/26/083 To receive the following reports

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

The Social Committee recently held a highly successful fete at the recreation ground. The Fete had been very well attended and Barbs Hampshire had done an outstanding job of organising and running the event with her team of volunteers. It was noted that recreational facilities such as the pavilion, tennis courts, netball etc. would benefit from regular advertisement in the Ropewalker.

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

Heritage Open Weekend upcoming, 12th and 13th of September.

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

The WCCH will hold their AGM shortly.

18/26/084 To receive correspondence

- Email from resident regarding flood alleviation works – Cllr Neal has spoken to the individual regarding the current position on the potential flooding issues in the parish.
- External Auditor Report – Section 3 – Audit for 2025/26 completed without any 'other matters' being raised.
- Conclusion of audit – clerk to post in the noticeboards before the 30th of September 2026.
- Email from a prospective parish councillor. Clerk has advised the enquirer that there wasn't currently any vacancies on the parish council. Members suggested inviting them to a parish council meeting to observe.

ACTION: Clerk

All correspondence had been circulated by email before the meeting.

19/26/085 To note items for the next agenda

None.

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20/26/086 To note the date of the next meeting

1st of October 2026, 7.30pm, Ordinary Parish Council Meeting.

20.30 Meeting closed.

Signed: _____ Dated: _____