WEST & MIDDLE CHINNOCK PARISH COUNCIL

West & Middle Chinnock Parish Council Meeting
Wednesday 8th July 2026

Cllr Bennett - Chair | **Cllr Cockrem – Deputy Chair**
Cllr Cawley | **Cllr Griffiths**
Clerk: Kim Duller | **6 Members of the General Public**

26/1476 **Public Forum**

i) Smith's Hill Surface Water Drainage: Cllr Bennett, the Chair, responded to Keith Dodge in relation to an email which had been sent to him from Somerset Highways, regarding the enforcement of surface water drainage at the Smith's Hill development. Somerset Highways indicated they did not believe they have the power to enforce the water running onto the highway and have referred the matter to their flooding team. **Action: Cllr Hewitson agreed to contact the planning enforcement officer to check if this was still a planning enforcement matter as part of the original application, and find out if the planning enforcement officer can take further action. ii) Community Playground:** NC confirmed he had received a text from the schools' academy trust, explaining that their insurers had agreed to cover the Public Liability Insurance. NC also confirmed he had asked the Trust for official confirmation and remained optimistic the Playground could be opened again soon, in time for the school holidays. **Action: NC to keep the PC updated.**

26/1477 **Apologies for Absence: None**

26/1478 **Declarations of Interest: i)** Cllr Bennett, Playground Committee.

26/1479 **To Approve and Sign as Correct the Minutes from the Parish Council Meeting, 10th June 2026. Resolved. All in Favour.**

26/1480 **Matters Arising: None**

26/1481 **Somerset Council, Ward Councillors' Update, Previously Circulated: i) Scotts Way, Closure:** Cllr Hewitson confirmed the maintenance works to the riverbank were on track to be finished on time, although a resident indicated this may not be the case. **ii) Visibility at Chiselborough Junction:** Cllr Hewitson noted that residents unable to use Scotts Way had been using the Chiselborough junction and had raised concerns about the visibility due to overgrown vegetation. **Cllr Hewitson confirmed that the Highways Supervisor has been asked to inspect and arrange an urgent cut, if necessary. iii) Fortunes Well 22/00724:** Cllr Hewitson gave an update on the application and an overview of the next stage of the planning process. He confirmed that the developer had agreed to construct the access road to adoptable standards, resolve bin storage concerns, and reduce the access road gradient. Remaining areas of concern identified included traffic generation, highway safety, historic impact, surface water and flooding, impact on listed building and heritage assets. **Action: Cllr Hewitson agreed to contact Ian Cousins, planning officer, to clarify timescales, review revised plans and determine whether sufficient planning grounds remain to request referral to the Area South Planning Committee.**

26/1482 **Planning:**

a. **Applications:**
   i) 26/01415/COU, Eastall Farm, Lower Street, West Chinnock. **Resolved, no objections.**
b. **Determinations: None.**
c. **Planning Enforcement: None.**

26/1483 **Finance:**

a. **Submission of AGAR to Auditors: Noted.**
b. **SLL invoice SLL36878:** The Clerk confirmed the original May 26 invoice had been reduced by one cut. Revised invoice issued £296.79 (from the original £358.37). SLL advised an increased number of cuts to 20 per year. TBA. **Action: The new tender will include an improved specification and record keeping requirements.**

c. **SLL 36985: June 26 invoice. £358.37. Resolved. All in Favour.**
d. **Dog waste/litter bin emptying Recreation Ground up to 22.06.2026 £195.00 Inc. VAT, Somerset Council: Resolved and authorised by the Chair.**
e. **Dog waste/litter bin emptying Recreation Ground qtr. 2,3,4 £304.20 Inc. VAT, Somerset Council: Resolved and authorised by the Chair.**
f. **To purchase IPAD SPI Defibrillator Battery £246.00 Inc. VAT. Resolved**
g. **To consider a delegated powers payment if the Defibrillators are used between meetings and pads would need to be purchased immediately. Average cost of replacement pads £70.00 Resolved. All in Favour. Delegated powers authority agreed.**
h. **To Pay Any Routine or Previously Agreed Invoices:**
   i) **Invoice for Pata Payroll Services Qtr. 1, £40.35. Resolved. All in Favour.**
i. **Delegated Powers Payments and Previously Agreed Invoices:**
   i) **Invoice 3836 £73.12 Pete Cockrem Plant Hire, Plywood & Screws for Youth Shelter Resolved. All in Favour.**
   ii) **Clerks Salary June 2026. Noted**
   iii) **HMRC PAYE June 2026. Noted**

26/1484 Allotments: By Exception

i) **Inspections:** Inspections for those who have not self-assessed to take place in August 2026. **Action: The Chair to attend inspections with Clerk. Chair to provide August availability.**
ii) **One vacant ½ plot confirmed.**
iii) **NV asked if the area next to the Youth Shelter could be considered as a garden: The Parish Council determined this would not be permissible.**

26/1485 Matters arising from 10th June 2026 meeting:

a. **Recreation Ground Insurance:** Members received an update from the Clerk on whether sports clubs using the Recreation Ground have adequate Public Liability Insurance to cover accidents to the general public associated with ownership of equipment stored on the Rec. **i) Senior Team Football Club Insurance.** The PC insurer had checked the insurance and confirmed there was no Public liability Insurance (PLI) in place. **Action: Senior team to arrange PLI insurance and confirm in writing to the PC. ii) The Youth Football Club Insurance**. The club had confirmed it is covered for PLI as long as regular risk assessments are carried out. **Action: Youth Football Club to confirm in writing. Clerk to check with the PC that they are confident with the cover. iii) Youth Cricket Club PLI Cover. Action: Clerk to double check with the club that PLI is in place.**
b. **Children's Baby Swing: Action from previous meeting completed, baby swing now replaced. Councillor Cawley to submit expenses to the Clerk.**
c. **Review Closure of Recreation Ground:** Members considered the temporary closure arrangements. It was agreed to re-open the gate in the Recreation Ground car park. **Resolved. All in Favour. Action: Padlock to be removed TBA.**

26/1486 Reports & Correspondence:

a. **Assertion 10 Current Website Accessibility Compliance Statement Published. Action: To note.**
b. **Motion to change existing Website from Community Website to Parish Council only Website: Members considered a verbal proposal from Councillor Cockrem.** Members agreed that the existing village website contained significant amounts of outdated information and that a parish council only website would better meet statutory requirements**.** It was noted village groups already maintain their own social media and websites and that these could be incorporated into the new website. **Motion: To close the existing community website subject to a new Parish Council only website. Proposer Cllr Bennett, seconded Cllr Cockrem. Resolved. All in Favour.** It was noted the existing website would stay live until the new website was up and running.

c. **Motion to Appoint Parish Council Website Developer: Members received a verbal proposal from Cllr Cockrem.** Four quotes had been received. Cllr Cockrem recommended Parish Online be appointed due to their significant experience in producing Parish Council websites and were one of the recommended providers from the Governments list of .gov.uk approved list of suppliers. Cost £250.00 set up and subsequent years, £350.00 per annum. Domain name to be migrated to the new site. GDPR legal requirements of any shared access to be confirmed before implementation. Clerk and Cllr Cockrem to collaborate on content, and statutory requirements. **Motion to Appoint Parish Online at a cost of £250.00 set up fee and then £350.00 per annum thereafter. Proposer Cllr Bennett, seconded Cllr Griffiths. Resolved. All in Favour.**
d. **Village Grants:** Members discussed re-launching the village grants scheme to support local organisations and community projects. An initial allocation of **£1,000** had been identified within the PC annual budget. Potential beneficiaries included community organisations and projects that provided wider community benefit. Applications will be considered on a "one by one" merit basis. No fixed deadline. Grants programme to remain open whilst funds remain available. **Resolved. All in Favour. Action: Clerk to update application eligibility criteria and circulate to Members before publication.**
e. **To Commission Drain & Gully Cleaning: Members discussed the need for drain and gully clearing work to be undertaken across the villages.** It was noted that several drains and gullies are in poor condition, with some posing increased safety risks due to increased traffic volumes. £6,000 has been budgeted for this work. **Cllr Bennett, the Chair, proposed to conduct a survey to map the worst affected drains and gullies before obtaining quotes. Resolved. All in Favour. Action: i) Clerk to send village drainage maps to KD and Cllr Bennett. KD and the Cllr Bennett to produce a report of the drains which need clearing. iii) Drainage works to go out to tender for quotations before commissioning.**
f. **Motion to Reduce Number of Parish Council Meetings to 5 Per Annum:** A verbal proposal was presented by Cllr Bennett, the Chair to reduce the number of Parish Council meetings from the current frequency, to five per year. The rationale being fewer, more focused meetings, would allow more time to be spent on taking part in, and encouraging volunteering and practical support for the villages rather than repetitive discussions at meetings. Examples included strimming footpaths, cleaning the bus shelter, telephone box, and reference to the recent incident at the Recreation Ground when books were set alight. It was noted that more research would need to be carried out regarding insurance for volunteers, health and safety checks, and risk assessments. It was agreed that due to Standing Orders, meetings would need to be held in September (half year budget review), December (precept agreement, business plan), and May (Annual Meeting of the Parish Council), providing a baseline of three mandatory meetings. **Motion proposed by Cllr Bennett. Resolved: All in Favour. Action: Remaining 2 meetings to be determined. Clerk to review Standing Orders, advise and make recommendations.**
g. **Clerk Report: By Exception. Nothing to report.**
h. **Highways: i) Scotts Way Drain Update:** Wessex Water has inspected and confirmed that this is not their asset. Wessex water advised the PC to refer to Highways, or refer back to the original; plans for the development on the land behind the drain. **Action: The Clerk confirmed that the matter had been passed to Highways. The Chair confirmed that there would be no follow up by the PC to establish the original land ownership.**

26/1487 **Correspondence & Matters for Wednesday, 9th September 2026, Agenda.**

a. Agenda items, including Members' reports, correspondence & matters for the Parish Council meeting, must be forwarded to the Clerk by Friday, 4th September 2026.

Meeting closed at 8.35pm

Next Parish Council Meeting Wednesday 9th September 2026

7.30 pm, Village Hall, West Chinnock