

WEST CREWKERNE PARISH COUNCIL

Incorporating Clapton, Hewish, Woolminstone, Roundham & Henley Manor

Minutes of the Annual Council Meeting held 28th May 2026

Present: Cllrs J. Borland, C. Broom, J. Archer, and J. Holt.

Also in attendance was Unitary Councillors Steve Ashton and Mike Best, and the Clerk to the Council

406 Election of Chair

Proposal: To elect a Chair for the forthcoming year

Resolved: Members elected Cllr Borland as Chair **Proposed:** Cllr Archer **Seconded:** Cllr Broom **Vote:** 3-0-1

407 To receive the Chair's Declaration of Acceptance of Office Cllr Borland signed the declaration

408 Election of Vice Chair

Proposal: To elect a Vice Chair for the forthcoming year

Resolved: Members elected Cllr Archer **Proposed:** Cllr Borland **Seconded:** Cllr Broom **Vote:** 3-0-1

409 To receive the Vice Chair's Declaration of Acceptance of Office Cllr Archer signed the declaration

410 Members to receive apologies for absence and to approve the reasons given – None received

411 To receive any Declarations of Interest (pecuniary or non-statutory)

Cllr Borland declared a personal interest in Item 421

412 Open Forum including Somerset Councillors Reports - Public participation is welcome

Please refer to Section 3 of our Standing Orders [WCPC-Standing-Orders-March-2025.pdf](#)

413 Approve the Minutes of the Ordinary Council Meeting held 26th March 2026

Resolved: Members approved the Minutes **Proposed:** Cllr Broom **Seconded:** Cllr Archer **Vote:** 4-0-0

414 Election of Joint Burial Committee Members

Members unanimously elected Cllrs Borland, Broom, and Holt as Joint Burial Committee Members

415 Outstanding Items Update

- a) Joint Community Emergency Plan with Wayford PC
- b) Speed Indicator Device reports. Cllr Archer will download the information and send it to councillors in the next few weeks.

416 Planning Matters

West Crewkerne Parish Council is a Statutory Consultee for Planning Applications and as such does not make the final decision on any application. Any decisions and comments made by the Parish Council will be reported to the Planning Officer. Somerset Council is the Planning Authority and will issue the final decision notice.

- a) Members to resolve Applications received: None Received
- b) Applications Decisions received:
 - 26/00314/S73A Land and Buildings at Henley Crewkerne - Approved
 - 26/00362/COU Warren House Dinnington Hinton St George – Approved
 - 24/00352/FUL Land OS 8186 Dunsham Lane Wayford – Appeal Dismissed
- c) Applications Awaiting Decision:
 - 24/03010/FUL Land Adj. to Crewkerne Straight Crewkerne TA18 8RJ

417 Finance

- a) Members to approve the May Bankline payments
- b) Members to approve the previous two months bank reconciliations. These are to be verified and signed by a member other than the Chair as per Financial Regulations 2.6

Resolved: Members noted the Bankline payments and approved the bank reconciliations for March and April **Proposed:** Cllr Borland **Seconded:** Cllr Archer **Vote:** 4-0-0

- c) Members to approve the 2026/27 Ear Marked Reserves

Resolved: Members unanimously approved the EMRs

- d) Members to agree Anti-virus renewal

Resolved: Members approved renewing with Norton at the promotional rate for two years

Proposed: Cllr Broom **Seconded:** Cllr Archer **Vote:** 4-0-0

Due to a query regarding the reporting of Joint Cemetery financial information an Extraordinary Meeting will be called to deal with Items 418, 419 and 420

418 Members to review and approve the Internal Auditors Report – Postponed

419 Members to appoint an Internal Auditor for 2026/27 - Postponed

420 Annual Return for the Financial Year Ended 31st March 2026 – Postponed

421 Members to approve the 2026-27 donation to Clapton & Wayford Village Hall

Resolved: Members approved a donation of £800 under LGA s.133

Proposed: Cllr Broom **Seconded:** Cllr Holt **Vote:** 3-0-1

422 Document Review

- a) Financial Regulations - Updated
- b) Standing Orders – Updated

Resolved: Members reviewed and unanimously adopted both policies

423 Report from the Joint Burial Committee – See Appendix 1

424 Highways Matters and Flooding Issues

Trees overhanging the roadside and straw on the roads were discussed as was the traffic lights near the Woolminstone turning, the poor state of the back roads to Hewish and the disruption caused by the one-way system in Crewkerne.

425 Public Rights of Way Nothing to report

426 Report from the latest Crewkerne and Ilminster LCN Meeting

It was agreed these meeting work well online. Recent figures suggested that around 2300 potholes are still waiting for repair in the Somerset area. It was remarked that side erosion on roads is causing as much problems as potholes and the recent verge cutting has made a big improvement when pulling out of junctions. Cllr Borland reminded Councillors to keep reporting potholes to Highways.

427 Clerk's Report & Correspondence –

The clerk gave a short report of the significant tasks carried out since the last meeting.

428 Date of Next Meeting: 23rd July 2026

Meeting Closed at: 8.20pm

Approved by West Crewkerne Parish Council on: 23rd July 2026 - Minute No: 439

Signed:

Julia Borland

Chair