

## MILVERTON PARISH COUNCIL

### MINUTES OF THE MEETING HELD AT VICTORIA ROOMS, MILVERTON ON MONDAY 6th OCTOBER 2025 at 7:00 pm

<b>Present</b>	R Burton (Chair)	J Hoyle	G May	M Pine
	P Farrow	C Mann	K Nutter	J Townsend
	L Heald	A Mather	B Orton	

In attendance: Mr T Payne, Clerk to the Council  
4 members of the public

	<p><b>Public Questions</b> Comment was made on the following: Input to SC Car Park consultation on Sunday charges and the fact of it being a digital consultation; A forthcoming Macmillan Coffee Morning was noted.</p> <p><b>Reports from County Councillors</b> None received</p>
1.	<p><b>Apologies for Absence</b> Apologies had been received from Cllr T Phelps. SC Cllr G Wren had also advised that he could not attend</p>
2.	<p><b>Declarations of Interest</b> Cllr L Heald noted her interest re Item 7 (Grants) as Trustee of Victoria Rooms and her involvement with Book Nook. Cllr J Townsend noted his interest in Item 7 as being involved with grant application by the Recreation Ground.</p>
3.	<p><b>Minutes of the meeting held on 1st September 2025</b> The minutes of the September meeting were approved, after removing a typo in Item 4 and adding 'were approved' in item 5.2 and 'been' in Item 13.3</p>
4.	<p><b>Actions from previous meetings</b></p> <ul style="list-style-type: none"><li>- A query on conditions on a recent planning application is to be checked</li><li>- Clerk reported the sawmills have been asked to confirm that the necessary licence for wood burning has been obtained. A response is awaited.</li><li>- Clerk reported missing litter bins have been reported to SC. Complaints to be lodged on the removal of bins by persons unknown. The purchase of new bins to be investigated</li><li>- Clerk reported that the suggested route of leasing a defibrillator was less straightforward than anticipated due to it being sited externally rather than in a building. Alternative suppliers are being sought as well as clarification of the insurance position in case of damage/removal.</li></ul>
5.	<p><b>Planning</b></p> <p><b>5.1 Consideration of Planning Applications for comments to SC</b></p> <ul style="list-style-type: none"><li>- 23/25/0040 <i>Construction of first floor, to include a two storey extension to the front, with replacement and relocation of garage at Marden, Butts Way, Milverton</i> It was noted this application had already been approved by SC, in line with the policy of now fast tracking new applications. (Notification of this application was only received after the September meeting). A suggested process on how the Council's views on applications can be submitted within this policy will be brought to a future meeting.</li><li>- 23/25/0042 <i>Erection of annexe for ancillary accommodation in the garden of 26 Creedwell Orchard, Milverton</i> After discussion the PC resolved to support the application</li><li>- 23/25/0043T <i>to fell one ash tree and one beech tree within Milverton Conservation Area at Cardscroft, North Street, Milverton</i> After discussion the PC resolved to support the application</li></ul>

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	<p>- 23/25/0045/T to fell ('monolith' to 2 metres) a group of 5 Norway Spruce trees within Milverton Conservation Area at April Cottage, Sand Street, Milverton</p> <p>After discussion the PC resolved to object to the application on the basis of the absence of any expert's report which could recommend the works of the seemingly healthy trees, which would render them severely affected by the height being removed.</p> <p><b>5.2 Report on Planning Decisions and other Planning Matters</b></p> <p>Clerk reported that the applications at Mordens, Butts Way and Bell House (both works) had been approved by SC</p>
6.	<p><b>Review of Current Financial Position as at 30 September 2025 and Bank Reconciliations</b></p> <p>Clerk had circulated a summary of the current financial position, showing the anticipated position as at 31 March 2026. It could be shown that there is leeway in the 2025/26 budget for expenditure on items to exceed the budgeted sums, subject to acknowledging the impact on the calculation of the 2026/27 precept if there was no surplus left over the required level of contingency. The level of s137 monies was noted at £12,700 for the year, which would be sufficient for the payment of potential grants where there was no statutory power for the relevant nature of the expenditure.</p> <p>Clerk had circulated bank reconciliations which were noted without comment</p>
7.	<p><b>Consideration of Grant Applications</b></p> <p>A number of grant applications had been received, after discussion it was resolved to make the following grants:</p> <p>Victoria Room - £3,076.80 re Building repair works</p> <p>Book Nook - Up to £181.20 - with items requested being donated by the Parish Council where possible</p> <p>Methodist Chapel - £600.00 - assistance for the provision of wifi</p> <p>Recreation Ground - £15,000 - Works re an expanded outdoor play area, which was highlighted as being deemed beneficial through the Parish Planning survey. Timing and terms of payments to be agreed in due course on basis of when and how the project progresses</p> <p>Wivey Area Partnership - re Library - it was agreed to request further information from WAP on the future viability of the library facility and confirmation of the number of users from Milverton.</p> <p>Additionally, donations were proposed and approved for the following:</p> <p>Citizens Advice - £200 (Cllr P Farrow declared an interest and did not vote on the proposal)</p> <p>Royal British Legion - £50</p> <p>Macmillan Cancer Care - £100</p> <p>Samaritans - £100</p>
8.	<p><b>Houndsmoor Speed Limit</b></p> <p>SC Traffic had provided an estimate of the cost to change the area from 20mph to 30mph, as being in the order of £5,000. Further clarification is to be sought and Houndsmoor residents also to be canvassed.</p>
9.	<p><b>Bus Service in Milverton and related issues</b></p> <p>Cllr J Townend reported that feedback on the new timetable is that the #27 is that it is well supported, this being on a trial basis until Mar/Apr 2026. The Bus User Group survey on an evening service for #25 is underway.</p>
10.	<p><b>Consultation on the introduction of car park charges on Sundays by Somerset Council</b></p> <p>It was agreed to respond to the consultation, raising the following points:</p>

	<p>Full digitalisation of responses is unfair on those without internet access; The information provided by SC does not mention the change being about raising funds, the thrust being the uniformity of charging policy across Somerset. An alternative is therefore to remove charges in the areas where car-parking is not currently free on Sundays; It is not proven that the proposal makes economic sense for SC; There is likely to be a knock-on effect on retailers if charges were introduced.</p>
<b>11.</b>	<p><b>Congestion Issues in Milverton</b>  Clerk reported that recent incidents reported included a vehicle belonging to a contractor base in Milverton, which would be allowable under the access exemption, another company had been supplied with photographs and they were investigating.  SC had suggested a quicker response re parking around the Creedwell junction would be to paint a white T-bar line (which is unenforceable), with another possible option being a single yellow line which would allow overnight parking. After discussion, it was resolved to keep with the original decision to request double yellow lines at the junction.  Concern had been made about safety concerns around Wood Street, being the speed of vehicles, the lack of lighting and footpaths near to the St Michael's Hill junction and hedges overhanging on to the highway. These options to be investigated/reported, as well as looking at the possibility of pinch points being sited in Fore Street as well as Wood Street.  The disabled bay in Fore Street is to be removed by SC as requested</p>
<b>12.</b>	<p><b>Working Parties Terms of Reference and remits</b>  Clerk reported remits had been received in respect of most Working Parties. Full proposals to be brought to a future meeting.</p>
<b>13.</b>	<p><b>Committee Reports</b>  <b>13.1 Allotment Committee</b>  Cllr L Heald reported the skip was filled as part of the rubbish removal over the weekend; The Committee is also exploring the options as regards the basis of running the allotments in the future.  <b>13.2 Emergency Planning Working Party</b>  It was noted that the electrical circuitry in the Victoria Rooms in terms of being used via the generator is to be investigated.  <b>13.3 Parish Plan Working Party</b>  No matters to report in addition to the proposed works covered by the play equipment grant application at the Recreation Ground  <b>13.4 Traffic Issues Working Party</b>  No matters to report</p>
<b>14.</b>	<p><b>Local Community Networks Updates</b>  Chair reported that the next Highway Group Meeting is scheduled for 9 Oct where outstanding matters will be raised; Concern has been expressed on the resurfacing works on B3227 in Preston Bowyer and various pothole repairs.  SC Community Working Review to be circulated, any Councillors wishing to become involved can do so.</p>
<b>15.</b>	<p><b>Footpaths Update</b>  Cllr C Mann reported no update received on the Luccombe Farm footpath being blocked. The insurance position on volunteers being sought by the Parish Council to undertake works (including the use of power tools) is to be investigated, including the need for Risk Assessments etc</p>
<b>18.</b>	<p><b>Finance</b>  <b>18.1 Schedule of Payments and Bank transfers</b>  The following regular payments were noted as being due:  T Payne - September Clerk's fee £1,265.78 (Clerk reported an error in the calculation used resulting in an overpayment of approx £185. It was noted that this would be reversed in the October payment)</p>

	<p>Claire's Cleaning - re toilet cleaning September £370.00  HMRC - Second qrtr deductions £ 478.28  Somerset Council - Dog waste collection £101.40</p> <p><u>DDs for October</u>  yu - Toilet Electricity approx £11.96  Google - website costs £28.00 (which had been set as the new monthly fee from 9 July 2025)  Unity Bank - Monthly bank charge £6.00</p>
<b>19.</b>	<p><b>19.1 Crime Report</b>  A Crime Report had been received, which noted two road traffic accidents. It was also noted that a van was stolen from Courtfield and two nearby garages were broken into.</p>
<b>20.</b>	<p><b>Matters of Report</b>  <b>20.1 Parsonage Lane Seating Area</b>  Chair reported that Kevin Fancy is yet to install a new litter bin in Parsonage Lane and treat the seat.  <b>20.2 Fore Street Cobbles</b>  Chair reported that an estimate for repairs is still awaited  <b>20.3 Roundabout works</b>  Richard Branfield has advised he is planning to do the works before the end of November  <b>20.4 Jubilee Gardens</b>  Tree works are required for an overhanging tree and the removal of a dead tree. Richard Branfield to cut grass in front of garages as previously mentioned.</p>
<b>21.</b>	<p><b>Date of next meeting</b>  The next meeting was confirmed for Monday 3rd November 2025, at the Victoria Rooms.</p>
	<p>The meeting closed at 8.59pm</p>