

MILVERTON PARISH COUNCIL

Clerk to the Council: Mr T Payne, Blakes Cottage, Halse, Taunton TA4 3AG

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26 November 2025

Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting Act 1960 Section 1 unless the Parish Council by resolution enters confidential session, when the public are excluded. Such entitlement to attend does not include the right to speak on any matter except at the commencement of the meeting given over specifically for that purpose.

To: All members of Milverton Parish Council

You are hereby summoned to attend a meeting of Milverton Parish Council on Monday 1st December 2025 at 7.00pm at the Victoria Rooms, Milverton TA4 1JU

Yours faithfully

T M Payne
Clerk to the Council

19:00 (or shortly thereafter) prior to the start of the meeting

Questions and comments from members of the public (limited to 20 minutes in total, max 5 minutes each)

This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chair) to participate before the start of the meeting by asking questions, raising concerns or making comments on matters affecting Milverton Parish. No decision can be taken during this session, but the Chair may decide to refer any matter for consideration.

Reports from County Councillors

The County Councillors are invited to give short oral or written reports on matters affecting Milverton Parish.

1. Apologies

Members will be expected to provide reasons for absence. Members are reminded that absence for 6 consecutive meetings without approval could lead to disqualification.

2. Declarations of Interest

The Code of Conduct requires that Members disclose interests of a personal, prejudicial and pecuniary nature that may be pertinent to tonight's business. A prejudicial or pecuniary interest will require the member to leave the room during the discussion of the relevant item. In cases of uncertainty members are recommended to consult the Clerk.

3. Approval of Minutes

- to approve and sign the minutes of the previous meeting (The Minutes of the meeting held on 3rd November 2025 will have previously been circulated)

4. Actions from previous meetings

5. Planning

5.1 Consideration of Planning Applications for comments to SC

- 23/25/0051/T to crown-reduce one beech tree and one birch and to pollard one rowan within Milverton Conservation Area at Fort Cottage, St. Michael's Hill, Milverton
- 23/25/0053/T to re-pollard one willow tree within Milverton Conservation Area at 7 Silver Street, Milverton
- 23/25/0055CQ Prior Approval for proposed change of use from agricultural building into 1 No. dwelling (Class C3) and associated building operations at Luckham Farm, Luckham Bridge Road, Bickley

5.2 Report on Planning Decisions and other Planning Matters (Clerk)

5.3 Delegation of powers to respond to Planning Applications

- to consider delegating powers in order to ensure comments are received by SC deadlines

6. Personnel Committee Matters

6.1 Update of the Committee's Terms of Reference

- to consider proposed update to Terms of Reference

6.2 Report on process for appointment of new Clerk

- *to receive update and agree delegation of powers to Appointment Committee*

7. Parish Council Policy documents (Clerk)

- *to review and adopt new policy documents for Equal Opportunities and Equality and Diversity and to note other policies to be brought to future meetings*

8. Bus Service in Milverton and related issues (JT)

- *to receive update on the provision of the bus service*

9. Street Lighting

- *to consider quote for new street light in Houndsmoor Lane and if quotes for any additional lights are to be sought*
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10. Houndsmoor Defibrillator (Clerk)

- *to confirm rental or other means of obtaining defibrillator for Houndsmoor noting insurance position*

11. Congestion Issues in Milverton

- *to receive update on measures (taken and potential) designed to reduce congestion*

12. Committee and Working Party Reports

- *to receive updates on all ongoing matters*

12.1 Allotment Committee

12.2 Emergency Planning Working Party

12.3 Parish Plan Working Party

12.4 Traffic Issues Working Party

13. Local Community Network updates

- *to receive report on matters regarding the LCN and an update on the LCN Highways and Transport Working Groups, to include updates on the Enhanced Highway Maintenance Scheme and Volunteer Training Scheme*

14. Footpaths Update (CM)

- *to receive the monthly report on footpath matters*

15. Finance (Clerk)

15.1 Schedule of Payments and Bank transfers

- *to approve list of payments made and payable since the last meeting*

16. Crime Report

16.1 Latest Crime report

- *Members will receive and comment on the latest monthly crime report.*

17. Matters of Report

17.1 Other matters (All)

18. Date of Next Meeting (Clerk) Meeting scheduled for Monday 5th January 2026
