Evercreech Parish Council

Tel: 01749 830265

E-mail: clerk@evercreech-pc.gov.uk

Members of the Public and Press are invited to attend all Council Meetings
(Public Bodies (Admission to Meetings) Act 1960)

Notice of the next Parish Council Meeting Tuesday 6th May 2025 commencing at 7.00 PM, Evercreech Village Hall.

All members of Evercreech Parish Council are summoned to attend:
Cllr Lesley Parham – Chair, Cllr Gail Wakeford, Cllr Peter Sharp, Cllr Beth Stanley, Cllr Roy Williams, Cllr Murray Stewart, Cllr Rob Reed, Cllr Christian Sellar

Lynn Crisp – Evercreech Parish Clerk

Members are reminded that Evercreech Parish Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and disorder, Health and Safety and Human Rights.

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the office know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public. All recording and photography equipment should be taken away if a public meeting moves into a session which is not open to the public.
If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting. The Chairman has the power to control public recording and/or reporting so it does not disrupt the meeting. Recording must be clearly visible to anyone at the meeting.

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PUBLIC SESSION

Questions and comments are invited from members of the public (**limited to 15 minutes in total, each individual limited to 3 minutes**). As issues raised during the public session may not relate to items on the agenda, no resolution for action can be taken[1]. A record of public participation shall not be included in the Minutes.

Reports from County Councillors

Short oral reports are invited from Somerset Councillors, regarding matters affecting Evercreech and the wider local community (if applicable to the local community)

i)	**Public Open Session**
ii)	**Somerset Councillor Report**
	Meeting open time
001	ELECTION OF CHAIR – Sign Declaration of Acceptance of Office.
002	ELECTION OF VICE CHAIR – Sign Declaration of Acceptance of Office.
003	**Apologies for absence** **To receive apologies for absence and to approve the reasons given** (LGA 1972 s85(1))
004	**Declarations of interests.** Council members to declare any interests, including any Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33 (b-e). (NB this does not preclude any later declarations)
005	**To approve and sign as a correct record the minutes of the previous meeting** (LGA 1972 sch 12, para 41(1)) Meeting 01 04 25
	To consider Cllr duties, working groups and committees for 2025/26 **Currently:** **Staffing Committee** Gail Wakeford Lesley Parham Roy Williams **Planning Working Party** Gail Wakeford Roy Williams Bethan Stanley, **Cemetery** Roy Williams Clerk **Maintenance Working Party** Derek Sharp Roy Williams **Emergency Plan (replaces Flood Warden post)** All Cllrs responsible. **Bus Representative** Resident **Grants** RFO, Lesley Parham overseeing **Parish Council representatives:** **Sports Club** - Roy Williams **Youth Club** – Lesley Parham **Village Hall** – Gail Wakeford **Allotments –** Gail Wakeford **Evercreech Relief in Need** – Edward Porter (Non-Cllr) Roy Williams

Parish Paths Liaison Officer – Christian Sellar
Patient Participation Group – Park and Evercreech Surgeries – Gail Wakeford

004 **Actions List**

005 **Finance**

PAYMENT SCHEDULE - MAY25

INVOICE	PAYEE	PARTICULARS	AMOUNT
1	EVERCREECH VILLAGE HALL	INV 18576 HALL HIRE	£ 20.00
2	THREE COUNTIES LANDSCAPING	INV 7444 7451 MG, CEM MAIN & ST CLEAN	£1,032.00
3	IDVERDE	INV 10937542 PLAY INSPECTION	£ 40.16
4	MODERAMEN AUDITING	ANNUAL INTERNAL AUDIT	£ 286.00
5	SOUTH WEST AMBULANCE SERVICE	DEFIBRILLATOR SUPPORT PACKAGE	£ 540.00
6	SALC	ANNUAL SUBSCRIPTION INV 1992	£ 1,062.75
	PAYMENTS FOR REPORT		
	STAFF	SALARIES AND EXPENSES	£ 992.16
	TOTAL MONTH PAYMENTS	**May-25**	**£ 3,973.07**

MARCH 25 RECEIPTS FOR REPORT

RECEIVED		PARTICULARS	AMOUNT
1	VARIOUS	BURIALS/MEMORIALS	£ 803.00
2	INTEREST	UTB	£ 306.19
	TOTAL RECEIPTS	**Mar-25**	**£ 1,109.19**

a. To APPROVE the Finance Schedule for May 2025.

Resolution:

b. Nominate 2 Cllrs to authorise BACS payments.

c. FINANCE – To APPROVE the 2024 25 year end Cashbook/Bank Reconciliation and NOTE Budget summary as follows:

EVERCREECH PARISH COUNCIL - Q4 (EoY) BUDGET SUMMARY

Receipts and Payments Summary for the year ending 31st March 2025

		Last Year	This Year	This Year	This Year	This Year	Spend	OVERBUDGET EXPLANATIONS
		2023-24	2024-25	2024-25	2024-25	2024-25	Variance on	
	RECEIPTS	Actual	Current	Budget	Budget	Budget	last year	
	Precept	£ 50,963.00	£ 63,000.00	£ 63,000.00	remaining £	spend %	£ 12,037.00	
	Deposit Interest	£ -	£ 1,445.20	£ 70.00			£ 70.00	
	Cemetery - Burial & Purchase	£ 10,663.00	£ 5,204.08	£ 6,000.00			-£ 4,663.00	
	Cemetery - Memorials	£ 3,553.54	£ 1,268.00	£ 1,500.00			-£ 2,053.54	
	Grants	£ 23,250.00	£ -				-£ 23,250.00	
	Sports Facilities - Waste	£ -	£ 276.64	£ 379.00			£ 379.00	

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	VAT repayment	£ 19,157.69	£ -	£ 2,500.00			-£ 16,657.69	
	Other refunds	£ 566.48	£ 186.65				-£ 566.48	
	Donations	£ -	£ -				£ -	
	TOTAL RECEIPTS	**£ 108,153.71**	**£ 71,380.57**	**£ 73,449.00**			**-£ 34,704.71**	
	PAYMENTS							
OFFICE	SALARIES	£ 14,288.39	£ 16,271.21	£ 14,000.00	-£ 2,271.21	116%	£ 1,982.82	Salary increase awarded
	PENSION	£ 178.49	£ 199.99	£ 160.00	-£ 39.99	125%	£ 21.50	Related to salary
	TRAINING	£ 255.00	£ 258.00	£ 400.00	£ 142.00	65%	£ 3.00	
	ADMIN & EXPENSES	£ 4,761.27	£ 3,286.14	£ 3,800.00	£ 513.86	86%	-£ 1,475.13	
	AUDIT FEES	£ 613.00	£ 814.00	£ 600.00	-£ 214.00	136%	£ 201.00	Additional £168 for further advice
	INSURANCE	£ 1,592.06	£ 2,413.60	£ 1,600.00	-£ 813.60	151%	£ 821.54	Additional liabilities
	INTERNET	£ 352.92	£ 410.55	£ 400.00	-£ 10.55	103%	£ 57.63	
	SUBSCRIPTIONS	£ 862.49	£ 1,000.21	£ 1,195.00	£ 194.79	84%	£ 137.72	
	VILLAGE HALL HIRE	£ 237.00	£ 327.00	£ 250.00	-£ 77.00	131%	£ 90.00	Overspend - extra meetings?
	LOAN REPAY	£ 8,805.62	£ 8,805.62	£ 8,806.00	£ 0.38	100%	£ -	
	LEGAL FEES	£ -	£ 266.00	£ 2,000.00	£ 1,734.00	13%	£ 266.00	
VILLAGE MAINTENANCE	GENERAL MAINTENANCE	£ 1,972.31	£ 2,246.72	£ 4,000.00	£ 1,753.28	56%	£ 274.41	
	VEOLIA BINS	£ 1,087.90	£ 620.75	£ 1,000.00	£ 379.25	62%	-£ 467.15	
	CAR PARK RENT	£ 110.00	£ 110.00	£ 110.00	£ -	100%	£ -	
	XMAS TREE	£ -	£ -	£ 350.00	£ 350.00	0%	£ -	
	3 COUNTIES MAINT	£ 12,537.80	£ 22,042.00	£ 17,000.00	-£ 5,042.00	130%	£ 9,504.20	3 Counties - extra work instructed?
	TREE WORK	£ -	£ 880.00	£ 1,770.00	£ 890.00	50%	£ 880.00	
	BIFFA WASTE	£ 1,039.22	£ 1,170.78	£ 700.00	-£ 470.78	167%	£ 131.56	Overspend - extra waste?
	DEFIBRILLATOR	£ 450.00	£ -	£ 2,500.00	£ 2,500.00	0%	-£ 450.00	
CEMETERY	LYCH GATE	£ -	£ 1,020.00	£ 2,000.00	£ 980.00	51%	£ 1,020.00	
	GENERAL MAINTENANCE	£ 975.00	£ 413.00	£ 600.00	£ 187.00	69%	-£ 562.00	
QRPF	GENERAL MAINTENANCE	£ -	£ 603.00	£ -	-£ 603.00	0%	£ 603.00	No budget for maintenance
	INSPECTIONS	£ 571.64	£ 581.64	£ 1,000.00	£ 418.36	58%	£ 10.00	
MG	GENERAL MAINTENANCE	£ 101.54	£ -	£ 4,000.00	£ 4,000.00	0%	-£ 101.54	
SKATEPARK	GENERAL MAINTENANCE	£ 76,650.00	£ -	£ -	£ -	0%	-£ 76,650.00	
GRANTS	S137	£ 1,014.87	£ 800.00	£ 2,000.00	£ 1,200.00	40%	-£ 214.87	
RESERVES	TRANSFER	£ -	£ -	£ 2,500.00	£ 2,500.00	0%	£ -	
VAT	INCURRED IN YR	£ 19,647.94	£ 6,415.77					
	TOTAL PAYMENTS	**£ 148,104.46**	**£ 70,955.98**	**£ 72,741.00**	**£ 1,785.02**			
	Excess of REC over PAY	**-£ 39,950.75**	£ 424.59					

	plus balances b/fwd	£ 85,216.59	£ 45,265.84
		£ -	
	Balances c/fwd	£ 45,265.84	£ 45,690.43
31/03/2025	**Reconciliation with bank accounts**		£
	Current Bank Account	-	£ 4,153.25
	Savings Bank Account	-	£ 41,537.18
	Less Outstanding payments	-	£0.00
	Add Outstanding lodgements	-	£0.00
	Total balances at bank	-	£ 45,690.43

Resolution:

d. Finance Update

i. AUDIT – To NOTE the Annual Internal Audit Report and consider any recommendations.

ii. To APPOINT the annual auditor for 2025/26 financial year.

iii. To APPROVE AGAR Section 1 – Annual Governance Statement.

iv. To APPROVE AGAR Section 2 - Accounting Statements.

v. To ANNOUNCE and NOTE the period for the exercise of public rights – Tuesday 3rd June 2025 to Monday 14th July 2025.

006 **Planning**

2025/0587/CLE Change of use of a garage formerly associated with 2 Westfield Cottages to a single dwellinghouse and land within its curtilage to provide parking and a garden. **Location:** Paddock View 2 Westfield Cottages Westbrook Farm Lane Evercreech Shepton Malletv

2025/0595/HSE Remove UPVC conservatory entrance hall and replace with new flat roof and extension. **Location:** Woodbine House Church View Evercreech Shepton Mallet
2025/0596/LBC Remove UPVC conservatory entrance hall and replace with new flat roof and extension.

2025/0596/LBC Remove UPVC conservatory entrance hall and replace with new flat roof and extension. **Location:** Woodbine House Church View Evercreech Shepton Mallet Somerset

2025/0598/TPO Lime (T2) - Fell. (M1145)
Location: Park House High Street Evercreech Shepton Mallet Somerset

2025/0654/TCA Lime - Remove two of the three stems.
Location: Park House High Street Evercreech Shepton Mallet Somerset

2025/0751/FDN (No link on Somerset Council Planning website)
Seeking approval for a 5 day notice to fell a birch tree (t1) in a conservation area.
Location: Priory Cottage Church View Evercreech Shepton Mallet Somerset

	PLANNING VALIDATION CHECKLIST PUBLICATION APRIL 2025 (For new planning applications) Information requirements for planning applications
007	**Cemetery** Update a. War Memorial Cleaning b. Approve any memorial requests 1 to approve
008	Park Inspection Reports Queens Road Playing Fields a/w quote for 2 x bin removals and 1 concrete slab. Skate Park
009	Village maintenance feedback: a. Mill Garden boundary wall a/w quote for repair
010 a	Bus representative
010 b	Village Hall
010 c	Police report
010 d	371 Safety action Group feedback.
010 e	Hedge opposite Pecking Mill Inn. Monitor growth
010 f	Footpaths update Footpath SM 11/8
010 g	Neales Way car park purchase feedback
010 h	Photos of ex Greencore site and lack of security emailed to Cllrs by Cllr Sellar
010 i	Mendip Local Plan Limited Update - Notice of Main Modifications email forwarded to Cllrs. Response by Monday 26th May 2025. Information emailed to Cllrs 17 04 25.
010 j	SALC (Somerset Association of Local Councils) yearly fees increase letter
010 k	i. Yellow no parking lines request for Church View, Evercreech ii. Yellow no parking lines request for Westcombe Road, Stoney Stratton
010 l	Update following VE day Celebrations
010 m	New Wine Trust Limited has made an application, pursuant to Section 17 of the Licensing Act 2003, for a Premises Licence to be granted in respect of the premises at Bath and West Showground.
010 n	Closed session Staffing
011	To note a. Flood Warden Lunch & Learn email forwarded to Cllrs. b. Parish Online Newsletter forwarded to Cllrs. c. SALC - Community Health & Wellbeing Programme Newsletter April 2025 email forwarded to Cllrs. d. Chesterblade Flooding update. e. MESSAGE FROM THE VICE LORD-LIEUTENANT OF SOMERSET - VE DAY 80 emailed to Cllrs. f. Somerset Day 2025 Key Information emailed to Cllrs. g. Next Local Council Meeting (LCN) 13th May 7.00 pm. Details emailed to Cllrs 28 04 25.
012	Agenda items for next meeting
013	Date & time of next meeting, Evercreech Village Hall, 7.00 pm (subject to change) Annual Parish meeting 15 05 25 Monthly meeting 03 06 25
014	Close of meeting. Name Time