

# Evercreech Parish Council

Tel: 01749 830265

E-mail: [clerk@evercreech-pc.gov.uk](mailto:clerk@evercreech-pc.gov.uk)

## Notice of the next Parish Council Meeting

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

Dear Councillors,

You are hereby summoned to attend the following meeting:

|               |                                                    |
|---------------|----------------------------------------------------|
| Meeting of... | <b>Evercreech Parish Council</b>                   |
| Time...       | <b>19:00hrs</b>                                    |
| Date...       | <b>02 12 25</b>                                    |
| Venue...      | <b>Evercreech Village Hall (subject to change)</b> |

Councillors will be discussing all the items listed on the agenda.

Yours faithfully,

Lynn Crisp

**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<sup>1</sup>. 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)  | <b>Public Open Session</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>LEAD</b> |
| ii) | <b>Somerset Councillor Report</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |             |
|     | <b>Meeting open time</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |             |
| 001 | <b>To receive apologies for absence and to approve the reasons given</b> (LGA 1972 s85(1))                                                                                                                                                                                                                                                                                                                                                                                                                         |             |
| 002 | <b>Declarations of interests.</b> 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)                                                                                                               |             |
| 003 | <b>To approve and sign as a correct record the minutes of the previous meeting</b> (LGA 1972 sch 12, para 41(1))<br>Meeting 04 11 25                                                                                                                                                                                                                                                                                                                                                                               |             |
| 004 | <b>Actions List</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |             |
| 005 | <b>Finance</b><br>a. To APPROVE the Payment Schedule for<br><br>Resolution:<br><br>b. To REPORT income received in December 2025<br><br>c. To REPORT payments made via Direct Debit in December 2025<br><br>d. Nominate 2 Cllrs to authorise BACS payments.<br><br>e. Finance Update<br>Policies:<br><ul style="list-style-type: none"> <li>i. BYOD (Bring your own device)</li> <li>ii. IT Policy 2025</li> <li>iii. Privacy Notice</li> </ul> Resolution required:<br>To adopt the policies.<br><br>f. GDPR Plan |             |

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|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|     | <p>Document received from Finance Officer</p> <p>Resolution required</p> <p>For Parish Council to move asap to a Cloud-based system, Microsoft 365. A company will need to be employed to implement this on behalf of the Parish Council and provide training, if required. A quotation has been requested from a company suggested by the Parish Council's IT provider. To note that the quote was requested from a company called Microshade who is now part of Flowtech. A Teams meeting for 4<sup>th</sup> December has been arranged to begin the quotation process.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |
| 006 | <p><b>Planning</b></p> <p><b>Application Number:</b> 2025/1961/HSE</p> <p><b>Proposal:</b> Re-roofing, replace windows &amp; erection of a rear extension, raise gable to allow attic space, re-fenestration at the rear.</p> <p><b>Location:</b> 3 Orchard Terrace Gartons Mead Evercreech Shepton Mallet Somerset</p> <p><b>Applicant:</b> Mr Steve Wilson</p> <p><b>Application Type:</b> Householder Application</p><br><p><b>Application Number:</b> 2025/2024/TCA</p> <p><b>Proposal:</b> T1 - Cherry - Reduction by 1.5m all over to manage tree size &amp; increase light into garden.</p> <p><b>Location:</b> Cloverlea Victoria Lane Evercreech Shepton Mallet Somerset</p> <p><b>Applicant:</b> Mr Case</p> <p><b>Application Type:</b> Works/Felling Trees</p><br><p><b>Application Number:</b> 2025/2074/TCA</p> <p><b>Proposal:</b> T1 - Cypress - Fell.</p> <p><b>Location:</b> The Cemetery Bruton Road Evercreech Shepton Mallet Somerset</p> <p><b>Applicant:</b> Evercreech parish council</p> <p><b>Application Type:</b> Works/Felling Trees in a CA</p>     |  |
| 007 | <p><b>Cemetery</b></p> <p>a. Update – Memorial testing quotation circulated to Cllrs</p> <p>b. Approve any memorial requests</p> <p>Enquiry re a proposed memorial from a former Master of the Somerset Guild of Craftsmen.</p><br><p>I would, in my opinion, be adequately qualified to create a memorial but would you require a 'memorial mason' to carry out the installation?</p><br><p>2. Concerning the stone to be used for the memorial, the family have said that they would like it to be the local limestone, blue lias. Would this be acceptable?</p><br><p>3. Concerning the foundation base, (i) Is there any stipulation as to what material is acceptable e.g. concrete? stone?</p><br><p>(ii) Is there any stipulation as to what ground preparation is required under the foundation base? If so, what is it?</p><br><p>(iii) Is it necessary for the foundation base to be laid by a professional memorial mason?</p><br><p>(iv) If the answer to (iii) is 'yes', which professional memorial masons would you recommend e.g. Forseys?</p> <p>Resolution:</p> |  |
| 008 | <p>Park Inspection Reports</p> <p>Received for:</p> <p>Queens Road Playing Fields</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |

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|-------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|
|       | Skate Park                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |    |
| 009   | <p>Village maintenance feedback:<br/>           Dog waste bin – Millenium Gardens<br/>           The lid has been fixed to the bin<br/>           Lamp post – Victoria Square<br/>           A request for this to be repaired/replaced has been made. This should be completed week commencing 17<sup>th</sup> November 2025.<br/>           Completed Safety Repairs in Mendip South – October 2025 - EVERCREECH provided by Somerset Cllr Sully:</p> <ul style="list-style-type: none"> <li>• CW- Carriageway Pothole U2234/10 WESTBROOK VALE</li> <li>• KB- Loose / Rocking Kerb B3081/560 BRUTON ROAD/HIGH STREET/PRESTLEIGH ROAD</li> <li>• FW- Damaged Cobbles F1054/140 URBAN FOOTPATH</li> <li>• CW- Carriageway Pothole T2239/10 LEIGHTON LANE</li> <li>• RM- Worn Markings T2239/10 LEIGHTON LANE</li> <li>• CW- Edge Loss T2239/10 LEIGHTON LANE</li> <li>• CW- Carriageway Pothole T2242/20 WESTON TOWN</li> <li>• CW- Carriageway Pothole T2242/30 WEYMOUTH ROAD</li> <li>• CW- Carriageway Pothole U2253/10 ROPE WALK</li> <li>• CW- Step in Level U2253/20 GARTONS MEAD</li> <li>• CW- Carriageway Pothole U2253/20 GARTONS MEAD</li> <li>• FW- Footway Pothole U2254/10 OXFORD STREET</li> <li>• FW- Trip behind Kerb U2254/40 BOWNS CLOSE</li> <li>• CW- Carriageway Pothole U2257/10 THE CEDARS</li> </ul> <p>In addition, faded white lines re painted around the village.</p> |    |
| 010 a | Bus representative<br>Update                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |    |
| 010 b | Village Hall<br>Update                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |    |
| 010 c | Youth Club peppercorn rent agreement/hire agreement<br>Draft documents provided for discussion.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |    |
| 010 d | Gully checking<br>For Cllrs to begin the process of checking them                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |    |
| 010 e | BMX Track<br>Update                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | CS |
| 010 f | Footpaths<br>Update                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | CS |
| 010 g | PC noticeboard - Village Hall – contribution to refurbishment request. Total cost 286.00<br>Resolution required                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |    |
| 010 h | <p>Consultation on proposed Charitable Collection Licensing Policy<br/>           Somerset Council is proposing a new <i>Charitable Collection Licensing Policy</i> to standardise how street and house-to-house collections are regulated across Somerset.<br/>           Link <a href="https://somersetcouncil.citizenspace.com/licensing/charitable-collection-licensing-policy/">https://somersetcouncil.citizenspace.com/licensing/charitable-collection-licensing-policy/</a><br/>           Consultation runs <b>1 November 2025 to 23 January 2026</b>.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |    |
| 010 i | <p>Election Costs – Somerset Council document circulated<br/>           Somerset Council suggest a figure of £1,250 for smaller Parish Councils, and larger Parish Councils will be considerably more.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |    |
| 010 j | Deed of Release – ex cricket club building - update                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |    |
| 010 k | Stoney Stratton email from resident - concerns re possible flooding                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |    |
| 010 l | Financial support request from The Octagon Theatre, Yeovil                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |    |
| 011   | <p>To note/forwarded:<br/>           The Local Government Boundary Commission – new electoral boundaries, have your say.<br/>           Link <a href="https://localgovernmentboundarycommissionforengland.cmail19.com/t/j-l-ydzmhl-hjidokyik-t/">https://localgovernmentboundarycommissionforengland.cmail19.com/t/j-l-ydzmhl-hjidokyik-t/</a><br/>           Email: <a href="mailto:reviews@lgbce.org.uk">reviews@lgbce.org.uk</a>,</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |    |

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|     | <p>Post: Review Officer (Somerset) LGBCE 7th Floor 3 Bunhill Row London EC1Y 8Y</p> <p>Extension of Dates - Temporary Road Closure: tto262834E - Queens Road, Evercreech -</p> <p>The date for the works is now: <b>24th November 2025 - 30th November 2025 (08:00 - 16:00)</b>.</p> <p>Various other road closures – non Evercreech parish</p> <p>Severe Weather Emergency Provision is Active – Somerset Council</p> <p>Weekly Parish email – Somerset Council</p> <p>Various training opportunities</p> <p>Various road closures – non Parish locations</p> <p>Local Council Network - Shepton Community Cars Scheme supporting documents</p> <p>Environment Agency – Flood Wardens – upcoming events</p> <p>Somerset Association of Local Clerks - Newsletter November 2025</p> |  |
| 012 | Agenda items for next meeting                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |
| 013 | Date & time of next meeting, 06 01 26 Evercreech Village Hall, 7.00 pm (subject to change)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| 014 | Close of meeting:<br>Name<br>Time                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |