

EVERCREECH PARISH COUNCIL

Clerk: Lynn Crisp

Tel: 01749 830265

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

Minutes of the Annual Council Meeting followed by monthly meeting 06 05 25

Present: Lesley Parham, Derek Sharp, Rob Reed, Roy Williams, Gail Wakeford, Bethan Stanley.

3 members of the public.

Lynn Crisp – Clerk

i)	Public Open Session Parking opposite a private garage – resident would like yellow lines installed.	Action
ii)	Somerset Councillor Report Apologies from Cllr Claire Sully – diary clash. Monthly update report will be distributed. Discussions have been held re the Medieval Cross – looking at funding. Cllr Reed attended the A371 Road Committee Meeting. Interesting speakers. Wyke Farms were present. Spoke with The Chair, Ansford Parish Council. They are interested in informal chats with neighbouring Parish Councils. CEO of Bath & West reported that they have applied for a bus stop near the pedestrian entrance. They were informed that there is a bus stop in the vicinity. Discussions are ongoing.	
	Meeting open time 7.05	
001	ELECTION OF CHAIR RR proposed LP for the post of Chair. RW seconded. Agreed with a show of hands. LP duly accepted. LP signed the Declaration of Acceptance of Office.	
002	ELECTION OF VICE CHAIR LP proposed GW for the post of Vice-Chair. RR seconded. Agreed with a show of hands. GW duly accepted. GW signed the Declaration of Acceptance of Office.	
003	Apologies for absence To receive apologies for absence and to approve the reasons given (LGA 1972 s85(1)) Murray Stewart - Personal Christian Sellar - Work	
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) None declared.	
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 Chair signed as a true record.	
006	DS proposed that the Parish Council create a Staffing Sub Committee who would then report directly to the Parish Council: BS Seconded the proposal Agreed unanimously with a show of hands.	

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	<p>To consider Cllr duties, working groups and committees for 2025/26</p> <p>Staffing Sub Committee: Gail Wakeford Lesley Parham Roy Williams</p> <p>Planning Working Party Gail Wakeford Roy Williams Bethan Stanley</p> <p>Cemetery Roy Williams Clerk</p> <p>Local Council Networking Working Group Lesley Parham, Murray Stewart (TBC), Rob Reed</p> <p>Maintenance Working Party Derek Sharp Roy Williams</p> <p>Emergency Plan (replaces Flood Warden post) All Cllrs responsible.</p> <p>Bus Representative Resident</p> <p>Grants RFO, Lesley Parham overseeing.</p> <p>Parish Council representatives: Sports Club - Roy Williams Youth Club – Lesley Parham Village Hall – Gail Wakeford Allotments – Gail Wakeford Evercreech Relief in Need – Resident (Non-Cllr), Roy Williams Parish Paths Liaison Officer – Christian Sellar Patient Participation Group – Park and Evercreech Surgeries – Gail Wakeford</p>																																				
007	<p>Actions List The clerk updated the actions list.</p>																																				
008	<p>Finance</p> <table><tr><th colspan="4">PAYMENT SCHEDULE - MAY25</th></tr><tr><th>INVOICE</th><th>PAYEE</th><th>PARTICULARS</th><th>AMOUNT</th></tr><tr><td>1</td><td>EVERCREECH VILLAGE HALL</td><td>INV 18576 HALL HIRE</td><td>£ 20.00</td></tr><tr><td>2</td><td>THREE COUNTIES LANDSCAPING</td><td>INV 7444 7451 MG, CEM MAIN & ST CLEAN</td><td>£1,032.00</td></tr><tr><td>3</td><td>IDVERDE</td><td>INV 10937542 PLAY INSPECTION</td><td>£ 40.16</td></tr><tr><td>4</td><td>MODERAMEN AUDITING</td><td>ANNUAL INTERNAL AUDIT</td><td>£ 286.00</td></tr><tr><td>5</td><td>SOUTH WEST AMBULANCE SERVICE</td><td>DEFIBRILLATOR SUPPORT PACKAGE</td><td>£ 540.00</td></tr><tr><td>6</td><td>SALC</td><td>ANNUAL SUBSCRIPTION INV 1992</td><td>£ 1,062.75</td></tr><tr><td colspan="4">PAYMENTS FOR REPORT</td></tr></table>	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			
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	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.

Proposed: LP

Seconded: BS

Resolution: Agreed

b. Nominate 2 Cllrs to authorise BACS payments.

LP and GW

c. 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	
	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 liability
	INTERNET	£ 352.92	£ 410.55	£ 400.00	-£ 10.55	103%	£ 57.63	

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	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		
Vill Maint	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		
QRP	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:									
Proposal to approve the year end accounts DS									
RW seconded									
Agreed.									

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	<p>d. Finance Update</p> <p>i. AUDIT – To NOTE the Annual Internal Audit Report and consider any recommendations. Noted and recommendation to be put in place.</p> <p>ii. To APPOINT the annual auditor for 2025/26 financial year. The parish Council agreed to appoint Simon Pritchard.</p> <p>iii. To APPROVE AGAR Section 1 – Annual Governance Statement. Approved and signed.</p> <p>iv. To APPROVE AGAR Section 2 - Accounting Statements. Approved and signed.</p> <p>v. To ANNOUNCE and NOTE the period for the exercise of public rights – Tuesday 3rd June 2025 to Monday 14th July 2025. Displayed on notice board 3 days prior to this meeting. Announced.</p>	
009	<p>Planning</p> <p>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 Mallet Approve Proposed: RW Seconded: GW Agreed</p> <p>2025/0595/HSE Remove UPVC conservatory entrance hall and replace with new flat roof and extension. Location: Woodbine House Church View Evercreech Shepton Mallet</p> <p>2025/0596/LBC Remove UPVC conservatory entrance hall and replace with new flat roof and extension. Proposed: RW Seconded: GW Agreed</p> <p>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 Refer to Listed Building Officer.</p> <p>2025/0598/TPO Lime (T2) - Fell. (M1145) Location: Park House High Street Evercreech Shepton Mallet Somerset</p> <p>2025/0654/TCA Lime - Remove two of the three stems. Location: Park House High Street Evercreech Shepton Mallet Somerset</p> <p>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</p> <p>PLANNING VALIDATION CHECKLIST PUBLICATION APRIL 2025 (For new planning applications) Information requirements for planning applications</p>	
010	<p>Cemetery Update</p>	

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	<p>a. War Memorial Cleaning BS will contact to see exactly what work will be carried out and report back. Quotation received</p> <p>b. Approve any memorial requests 1 to approve Approved.</p>	BS
011	<p>Park Inspection Reports Queens Road Playing Fields Not received a/w quote for 2 x bin removals and 1 concrete slab. Skate Park Not received.</p>	Clerk
012	<p>Village maintenance feedback: a. Mill Garden boundary wall a/w quote for repair</p>	Clerk
013 a	<p>Bus representative Bath & West bus stop. Would possibly help with Mendip School students. Somerset Council does not score highly in the country for bus services. Somerset bus partnership is the most active partnership in England. Weymouth Road, the bus seems to speed along there. No pavements, has a reduced speed limit been considered?</p>	
013 b	<p>Village Hall Replacing Village Hall clock. Film nights are a success. Thanks to the Village Hall for the use of the Hall for the VE day celebrations.</p>	
013 c	<p>Police report Not received.</p>	
013 d	<p>371 Safety Action Group feedback. See Somerset Cllr oral report above. Holistic view of the road was the purpose. Police officer attended. Apparently, road safety is not funded by the taxpayer. Speeding fines pay for road safety.</p>	
013 e	<p>Hedge opposite Pecking Mill Inn. Monitor growth for safety purposes. Noted that there are trees growing in the hedge.</p>	
013 f	<p>Footpaths update Footpath SM 11/8 Carry item forward.</p>	
013 g	<p>Neales Way car park purchase feedback No update. RR will investigate. Carry forward.</p>	RR
013 h	<p>Photos of ex Greencore site and lack of security emailed to Cllrs by Cllr Sellar RR will contact the Owners re safety and report back at the next meeting. The Parish Council requested the name of the Officer responsible within Somerset Council for derelict building sites.</p>	RR
013 i	<p>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. No response from the Parish Council.</p>	
013 j	<p>SALC (Somerset Association of Local Councils) yearly fees increase letter Noted. Discussions took place.</p>	
013 k	<p>i. Yellow no parking lines request for Church View, Evercreech GW: Proposed to investigate cost and viability. Noted not just a PC decision, it will go out to public consultation. Seconded: LP Agreed: RR Chair will take photos of location and forward to the Clerk.</p> <p>ii. Yellow no parking lines request for Westcombe Road, Stoney Stratton</p>	LP

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	RR will look at this and report back. Highways will need to be involved regarding no parking signs possibly erected on Somerset Council land.	
013 l	Update following VE day Celebrations Celebrations went very well, great turnout at both venues. Amount raised for Youth Club: 155.00 raffle tickets 85.00 tea and coffee Thanks to everyone who contributed to the day. Cllrs were impressed with the progress so far with the building on Queens Road Playing Fields.	
013 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. Noted.	
013 n	Proposal to enter closed session (8.15 pm) LP GW seconded Agreed The meeting returned at 8.30 pm.	
015	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) 13 th May 7.00 pm. Details emailed to Cllrs 28 04 25. Items noted.	
015	Agenda items for next meeting Staffing. War Memorial Cleaning - Cemetery. Neales Way Car Park Ex Greencore site safety concerns Yellow Lines – Evercreech and Stoney Stratton feedback.	
016	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	
017	Close of meeting. Name Lynn Crisp Time 8.34	