

LEIGH ON MENDIP PARISH COUNCIL

Minutes of meeting held at Memorial Hall on Monday 20th October, 2025

Present: Cllrs Paula Freeland, Estelle Kirby, Iain Kirby, Sue Sweet, Vicki Taylor (Chair)

Attending: Joe McGhee (Clerk), Tom Kemp (Tree Adviser), Barry Clarke (Somerset Council)

1 **Welcome by the Chairman**

The Chair welcome everyone to the meeting.

2 **Apologies for absence**

Apologies were received from Cllrs Vicki Trundle and Philip Ham (Somerset Council).

3 **Absent**

None.

4 **(a) To receive declaration of interest from Councillors on items on the agenda**

None.

(b) To receive written requests for dispensations for disclosable pecuniary interests

Cllr Vicki Taylor has an approved request for dispensation in relation to Leigh On Mendip Memorial Hall until June 2027.

Cllr Vicki Trundle has an approved request for dispensation in relation to Leigh On Mendip Recreation Field Committee until March 2029.

Cllr Paula Freeland has an approved request for dispensation in relation to St Giles Church until June 2029.

(c) To grant any requests for dispensation as appropriate.

None.

5 **Public Session**

There were no members of the public present.

6 **County Councillor Reports**

Cllr Clarke had submitted a monthly general update which was circulated to councillors. He also provided an update from Cllr Ham; discussions continue with Somerset Council Highways on the topics of parking and a 20mph speed limit in the vicinity of the school but with no outcome yet.

There will be an LCN meeting on 28th October to discuss HGVs on the Mendips.

7 **Monthly update from Tom Kemp – Parish Tree Officer**

TK has begun work on the biodiversity plan for the churchyard. He has produced a scale plan of the site and identified sunny/shade areas. He has also identified suitable areas for meadows, including defining a number of circular areas for them. A design has been done for a short grass path network. The plan will make it easy for a contractor to understand areas and frequency for grass cutting. The design work continues.

8 **To confirm the minutes of the Full Council Meeting held on 15th September, 2025, previously circulated (Attachment 1).**

Resolved. Confirmed.

9 **Matters arising from the minutes but not on the agenda.**

None.

10 **Planning Applications – If other planning applications are received between the date of this notice and the date of the meeting, they may be considered.**

None.

11 Planning Applications – Decisions to be noted from Somerset Council

(a) 2025/1375/FUL

Conversion of garage to a dwellinghouse

Land at 368906 147131 Park Hayes, Leigh On Mendip, Radstock, Somerset

Decision. Application refused.

(b) 2025/1588/APP

Application for approval of details reserved by conditions 9 (Surface Water drainage) on planning consent 2025/0613/VRC

Land at 369339 147367 Quarry Lane, Leigh On Mendip, Radstock, Somerset

Decision. Application approved.

(c) 2025/1152/LBC

Repair of roof structure, replacement of missing truss, rafter repairs and replacement battens. Replace concrete tiles with natural slate. Reinstatement of fascias and lead flashings. Replacement of plastic rainwater goods with cast iron

Cottage Garden, Leigh Street, Leigh On Mendip, Radstock, Somerset, BA3 5QQ

Decision. Application refused.

(d) 2025/1374/FUL

Erection of an attached 3-bedroom dwellinghouse.

Land at 368913 147215 Park Hayes, Leigh On Mendip, Radstock, Somerset

Decision. Application refused.

All decisions noted.

12 Finance and Annual Reporting

(a) To approve (or not) bank reconciliation at 14 Oct 2025 (Attachment 2)

Resolved. Approved.

(b) To approve (or not) receipts and payments as identified in the cashflow 10 Sep 2025 to 14 Oct 2025 (Attachment 3).

Resolved. Approved.

(c) To approve (or not) the budget review at 30 Sep 2025 (Attachment 4).

Resolved. Approved.

13 Clerk's / Councillors' Report

(a) An advert was posted inviting parishioners to apply to be co-opted as a parish councillor. No applications have been received to date.

(b) A statutory re-declaration of compliance was completed for the Parish Council with the Pensions Regulator.

(c) Comments were applied at the Somerset Council planning portal on application 2025/1374/FUL (Erection of an attached dwellinghouse, Park Hayes) recommending approval.

(d) No response was received to an email request to Devon and Somerset Fire Service for a review of fire tender access to Park Hayes. The service has announced a public forum on 7th November; that will be used to raise the question.

(e) No response has been received to an email sent to Somerset Council seeking clarity on the council's responsibilities for street cleaning.

(f) The repair shop questionnaire was updated and 250 copies printed, to be distributed to councillors at the meeting.

(g) A discussion was held with the clerk at Trudoxhill Parish Council on experiences of devolution of assets from Somerset Council.

(h) Two firms of solicitors recommended by SALC were approached for indicative costs of handling the transfer of land assets from Somerset Council; one has responded.

- (i) An invitation to parishioners to volunteer for the Community Speed Watch Team was published.
- (j) An invitation to individuals/families/organisations to respond to a survey on youth facilities from Make the Sunshine, a community interest company working with councils, was posted. A response to this from the Parish Council is on the agenda below.
- (k) A variety of quarry information was published: minutes of Halecombe community fund and liaison meetings and a presentation on quarry activities; the Autumn newsletter from Whatley Quarry.
- (l) The Environment Agency was approached about the dry stream issue; they have requested an email with more information to decide if they will investigate (on the agenda below).

14 To Be Discussed / Resolved

- (a) Proposal from Somerset Council to transfer land to the Parish Council.
Clerk to contact Somerset Council for an update, and attempt to determine if any utilities impact the land. Since the transfer is on a freehold basis the Parish Council will proceed with the Clerk as point of contact with Somerset Council.
- (b) Development of biodiversity plan for churchyard/cemetery.
Continues, as noted above.
- (c) New cemetery
 - Memorial tree branch removal.
T Kemp to confirm a revised price for this work; the work will be carried out later in the year when the leaves have fallen.
 - Procurement of chain link fence.
A discussion was held on this with the council ultimately resolving by majority to procure a chain link fence. Cllr E Kirby to obtain quotations.
 - Drawings and quote for gates.
Cllr E Kirby to pursue.
(Cllr Clarke left the meeting at 19:47.)
 - Signage
Implementation of signage will be left until the new cemetery begins to be under use; Cllr E Kirby will obtain indicative costs in the meantime.
- (d) Easement letter – Recreation Field car park.
Clerk to finalise the letter and send on to Chair for distribution.
- (e) Repair shop questionnaire.
The Clerk delivered 250 copies of the questionnaire. Cllr Freeland will liaise with D Mattick of the Recreation Field Committee for the questionnaires to be distributed along with information on Remembrance Day activities.
- (f) Use of footpaths in the vicinity of the village.
Clerk to publicise reminder that the footpaths in the vicinity of the village are for pedestrian use only.
- (g) Youth services survey.
Cllr I Kirby will complete the survey on behalf of the parish.
- (h) Purchase of Speed Watch signs
Clerk to liaise with M Carter re specification and procurement of new signs.
- (i) EA – investigation of dry stream under the road near Great House Farm.
Cllr I Kirby will compile more information on the state of the stream and pass to the Clerk who will send an email to the appropriate EA contact.
- (j) Purchase of red paint for the telephone box.
Clerk to receive and process receipt from C Ingram.

(k) Clearing the hedge on the corner of the road entering the village from Hollybush.

Council understands that a maintenance plan is being developed for the owner of the hedge and boundary wall behind it, which will address the issue of the hedge while ensuring that any work does not compromise the wall.

15 Matters to report / items for next agenda.

Cllrs E and I Kirby offered apologies because they will not be able to attend the next Parish Council meeting.

16 Date and time of next meeting: Monday 17th November, 2025, at 7:00pm in the Memorial Hall.

Members are reminded that the 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.