

LEIGH ON MENDIP PARISH COUNCIL

Minutes of meeting held at Memorial Hall on Monday 19th January, 2026

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

Attending: Barry Clarke (Somerset Council).

1 Welcome by the Chairman

The Chair welcomed everyone to the meeting.

2 Apologies for absence

Cllr Trundle sent apologies in advance.

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.

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

None.

5 Public Session

No members of the public present.

6 County Councillor Reports

Cllr Clarke had already sent a newsletter which was forwarded to councillors. He made several supporting points:

- He will bring to the next meeting a poster advertising help from Somerset Councillors for householders in difficulties.
- Enforcement staff numbers have increased by two.
- There is a new head of planning, Bill Cotton.
- There will possibly be a council tax increase of 11% in the new financial year, but that has yet to be approved by central government.

7 Monthly update from Tom Kemp – Parish Tree Officer

T Kemp not present so no update at this meeting.

8 To confirm the minutes of the Full Council Meeting held on 15th December, 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.

(a) 2025/2241/HSE and 2025/2242/LBC

Reinstatement of original roof truss, removed before Listing. Replacement of concrete roof tiles with natural slate. Replacement of UPVC rainwater goods with cast iron.

Cottage Garden, Leigh Street, Leigh On Mendip, Shepton Mallet, Somerset.

Given the heritage component of these applications, council resolved to defer to the recommendation of the planning officer.

11 Planning Applications – Decisions to be noted from Somerset Council

(a) 2025/1873/APP

Application for approval of details reserved by conditions 4, (interior treatments and finishes, 5, (external treatments and finishes) on planning consent and listed building consent 2024/1956/HSE and 2024/1957/LBC

Manor Farm, Leigh Street, Leigh On Mendip, Radstock, Somerset, BA3 5QP

Decision. Approval.

(b) 2024/2257/FUL

Erection of 2 no. 2 bed dwellings.

1 Park Hayes, Leigh On Mendip, Radstock, BA3 5QN.

Decision. Appeal upheld, planning permission granted.

Decisions noted.

12 Finance and Annual Reporting

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

Resolved. Approved.

(b) To approve (or not) receipts and payments as identified in the Cashflow 12 Nov 2025 to 10 Dec 2025 (Attachment 3).

Resolved. Approved.

(c) To approve (or not) Budget Review at 31 Dec 2025 (Attachment 4).

Resolved. Approved.

(d) To approve (or not) Revised Budget for 2026-27 (Attachment 5).

Resolved. Approved.

(e) To approve (or not) grant to Recreation Field Management Committee of £2,000 for the mowing of the Recreation Field (grant form received).

Resolved. Approved. Clerk to raise payment to the Recreation Field Committee.

(f) To approve (or not) application to Halecombe Quarry Community Fund for grant to purchase SID (Attachment 6).

Resolved. Approved. Clerk to submit the application.

13 Clerk's / Councillors' Report

(a) The Parish Council's precept request form for 2026-27 was completed and submitted to Somerset Council, who have confirmed receipt and that the form is in good order.

(b) Following the resignation of two councillors, no request has been received by Somerset Council Democratic Services for a by-election, so the Parish Council can move to coopt for all three current vacancies.

(c) Parish Council comments have been applied at the Somerset Council planning portal on application 2025/2072/FUL (erection of detached bungalow and attached garage, Quarry Lane) recommending approval.

(d) The annual invoice to Mells Park Trust for the community payment related to their solar PC array has been issued.

(e) The budget for 2026-27 has been revised and reissued for final approval.

(f) The devolution of land at Park Hayes from Somerset Council to the Parish Council is still with the former's legal department; formal proposal to the Parish Council awaited.

(g) A history of Leigh On Mendip by Mary de Viggiani has been provided by a former parishioner and will be considered for publication on the website.

14 To Be Discussed / Resolved

(a) Approval (or not) of AGAR Assertion 10 related policies:

- IT Policy (Attachment 7)
- Bring Your Own Device Policy (Attachment 8)
- Freedom of Information Policy (Attachment 9)

Resolved. All policies approved. Clerk to publish on the website.

(b) Councillor recruitment.

Continued to next meeting.

(c) Biodiversity scheme.

The Clerk has passed on information to the current contractor for his comments, and provided feedback to T Kemp. A meeting will be organised among those parties to discuss. T Kemp taking proposal to PCC.

(d) New cemetery

Cllr Sweet delivered verbal report. Work will start on the new cemetery gates in the second week in February. T Kemp had supplied information to specify the new fence; Cllr Sweet will work with suppliers to specify components and cost, and obtain samples of rope for council to consider. Cllr Kirby will measure the distance required.

(e) Repair shop

Continued to next meeting. E Kirby will attend next repair shop at Coleford on 7th February and will provide feedback.

(f) Devon & Somerset Fire & Rescue online survey

Cllr Kirby will complete for the Parish Council. Clerk will publish on Facebook and the website.

(g) History of Leigh On Mendip – Mary de Viggiani.

Clerk will bring document to next meeting for consideration of publishing on the website.

15 Matters to report / items for next agenda.

The meeting moved to closed session to discuss a confidential request for a letter of support from the Parish Council. Cllr Taylor read a draft and council resolved to approve. Closed session ended.

The PCC has made a request to submit a grant application related to the fabric of the church. Cllr Taylor will send on the grant form.

Items for the agenda of the February meeting:

- Annual Parish Meeting proposed for 16th May.
- EV points at the Memorial Hall and Recreation Field.

16 Date and time of next meeting: Monday 16th February, 2026, 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.