

# LEIGH ON MENDIP PARISH COUNCIL

**To all Members of Leigh on Mendip Parish Council**

You are hereby summoned to attend a meeting of Leigh on Mendip Parish Council for the purpose of transacting the following business.

**Joe McGhee, Clerk to the Council**

## **Agenda for the Meeting of LEIGH ON MENDIP PARISH COUNCIL**

**to be held on Monday, 15<sup>th</sup> Jun, 2026, in the Memorial Hall**

- 1. Welcome by the Chair**
- 2. Apologies for absence**
- 3. Absent**
- 4. (a) To receive declarations of interest from Councillors on items on the agenda  
(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.**

- 5. Public Session**
- 6. County Councillor Reports**
- 7. Monthly update from Tom Kemp – Parish Tree Officer**
- 8. Confirmation of Minutes**
  - (a) To confirm the minutes of the Annual Full Council Meeting held on 18<sup>th</sup> May, 2025, (Attachment 1).**
  - (b) To confirm the minutes of the Full Council Meeting held on 18th May, 2025, (Attachment 2).**
- 9. Matters arising from the minutes but not on the agenda.**
- 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) 2026/0452/APP**

Approval of details reserved by conditions 3 (Joinery Details), 5 (External Treatments + Finishes), 6 (Installation of Services) and 7 (Rainwater Goods) on listed building consent 2024/1957/LBC (Conversion of existing outbuildings into an open plan kitchen, dining and living area including repositioning of existing garage and addition of a ground floor WC)

Manor Farm, Leigh Street, Leigh On Mendip, Shepton Mallet, Somerset, BA3 5QP  
**Decision.** Approval.

## **12. Finance and Annual Reporting**

- (a) To approve (or not) bank reconciliation at 10 Jun 2026 (Attachment 3)
- (b) To approve (or not) receipts and payments as identified in the Cashflow 13 May 2026 to 10 Jun 2026 (Attachment 4)

## **13. Clerk's / Councillors' Report**

- (a) The PC website has been updated to reflect the election of a new Chair. The links to councillors' Register of Members Interests forms have also been updated after they failed because of changes to Somerset Council's website.
- (b) Two copies of the transfer of title document for the land at Park Hayes which the Parish Council is taking over, attested at the last meeting, have been passed to Somerset Council, who will attest, including applying the council seal, and return so the PC can register the change with the Land Registry.
- (c) Enquiries have been made of Somerset Council and others on the process for replacing the damaged fingerpost sign at the Soho junction. Somerset Council have supplied a guidance document and information on the approval process. An appropriate contractor has been identified and is being approached for an estimate to reinstate the sign.
- (d) The Parish Council's current ground maintenance contractor has been approached for an assessment of the overgrown hedge opposite Island Cottage and an estimate for getting it under control once the nesting season is over.
- (e) The risk assessment and eighteen policies have been updated and published.
- (f) The grants to the Recreation Field Management Committee and the Parochial Church council have been disbursed, and a letter of support for the PCC's efforts to fund and implement repairs to St Giles has been sent. The PCC replied wishing their thanks for both to be recorded.
- (g) The Annual Governance and Accounting Review documentation has been published, including the Public Rights Notice. Also published:
  - Two notices from Somerset Council of roadworks on Ham Hill.
  - Summary notes of April council meeting; these will be published on the website routinely in future.
  - Information on the Somerset Council electric vehicle charging point strategy, including a link to allow a suggestion to be made for a new charging point.
  - draft minutes of the Annual Parish Meeting, Annual Council Meeting and monthly, May, Council Meeting; approved minutes of the Annual Parish Meeting 2025 and the April monthly Council Meeting
  - the Halecombe Quarry Community Fund posted for summer 2026
- (h) Work has started on scanning the history of Leigh On Mendip by Mary de Viggiani with a view to publishing on the website.

## **14. Be Discussed / Resolved**

- (a) Election of Vice-Chair
- (b) Responsibilities for 2026-27
  - Finance
  - Community Plan
  - Tree and Biodiversity Adviser
  - Highways
  - Allotments
  - School liaison
- (c) SIDs – Costs and Funding
- (d) Ground maintenance – Park Hayes

- (e) Buses proposal
- (f) PC Facebook page
- (g) New cemetery
- (h) Unity Trust Bank signatories
- (i) Repair of Drang wall

**15. Matters to report / items for next agenda.**

**16. Date and time of next meeting: Monday 20<sup>th</sup> July, 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.