

## LEIGH ON MENDIP PARISH COUNCIL

Minutes of meeting held at Memorial Hall on Monday 15<sup>th</sup> June, 2026

Present: Cllrs Iain Kirby (Chair), Allison Parry, Vicki Taylor, Vicki Trundle

Attending: Barry Clarke (Somerset Council); Tom Kemp (Tree and Biodiversity Adviser); Martin Carter (SpeedWatch Team Lead)

### 1 Welcome by the Chair

The Chair welcomed everyone to the meeting.

### 2 Apologies for absence

Cllr Sweet; Cllr Philip Ham (Somerset Council).

### 3 Absent

### 4 (a) To receive declarations of interest from Councillors on items on the agenda

Cllr Trundle pointed out that the planning application to be considered under item 11(a) concerns her own property.

### (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 provided a newsletter, forwarded to councillors by the Clerk, and made a few supplementary points:

- Somerset Council has been awarded one out of a possible five stars for financial management from external auditors. The council has set a target of three stars in a year's time.
- The council has spent £19 million on external consultants in the last three years.
- The leisure centre in Frome, along with several others, has changed hands having formerly been operated by Fusion Lifestyle and now by Freedom Leisure.

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

The post and rope cordon in the new cemetery has been completed.

The biodiversity scheme in the churchyard/cemetery is working well.

### 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).

**Resolved.** Confirmed.

- (b) To confirm the minutes of the Full Council Meeting held on 18<sup>th</sup> May, 2025, (Attachment 2).

**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) 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.

Noted.

## 12 Finance and Annual Reporting

(a) To approve (or not) bank reconciliation at 10 Jun 2026 (Attachment 3)

**Resolved.** Approved.

(b) To approve (or not) receipts and payments as identified in the Cashflow 13 May 2026 to 10 Jun 2026 (Attachment 4)

**Resolved.** Approved.

## 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.

Cllr Clarke suggested two agencies who may do the scanning of the history.

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

**(a) Election of Vice-Chair**

Council resolved to forego election of a vice-chair. If the elected chair cannot attend a given meeting, the first item on the agenda will be the election of a councillor to chair the meeting.

**(b) Responsibilities for 2026-27 – resolved as follows:**

- Finance

Cllr Kirby.

- Community Plan

Continued to next meeting. Cllr Parry will consider the Community Plan before then.

- Tree and Biodiversity Adviser

Tom Kemp continues in this role.

- Highways

Rose Martin, as agreed in discussion with Cllr Taylor.

- Allotments

Continued to next meeting.

- School liaison

Continued to next meeting.

**(c) SIDs – Costs and Funding**

Martin Carter and the Clerk provided an update on progress. We continue to await agreement on a Memorandum of Understanding from Somerset Council Traffic Management as a prerequisite to funds being released by Halecombe Quarry Community Fund. Cllr Clarke agreed to raise this with the appropriate people in support of the Parish Council's efforts – Clerk to send him appropriate information.

**(d) Ground maintenance – Park Hayes**

Clerk to seek indicative costs from the current grounds maintenance contractor.

T Kemp to send Clerk proposal for biodiversity scheme for the grounds at Park Hayes.

**(e) Buses proposal**

Council resolved to monitor developments on the latest proposals for bus operation in Somerset.

**(f) PC Facebook page**

Council resolved that the Parish Council Facebook page is effectively redundant and can be removed. Clerk to inform followers before deleting page and direct them to the Leigh On Mendip Facebook page.

**(g) New cemetery**

The painting of the gates has been completed.

Cllr Kirby to talk to owner of Drang wall re repair. Cllrs Trundle and Taylor to seek quotes from interested parties. T Kemp as Chrysalis Landscaping to also provide a quote.

Cllr Clarke and M Carter left the meeting at 19:58.

**(h) Unity Trust Bank signatories**

Clerk to pursue Unity Trust to try to resolve issues with access for Cllr Kirby. Cllr Trundle to attempt access with information supplied by Unity Trust.

**(i) Repair of Drang wall**

See item 14(g) above.

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

Budget review.

Cemetery

- Chrysalis Landscaping proposals

- Signage

SIDs.

Repair shop.

**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.