

ASHWICK PARISH COUNCIL

To all Members of Ashwick Parish Council

You are hereby summoned to attend a meeting of Ashwick Parish Council for the purpose of transacting the following business

Kate Egan Parish Clerk to the Council

Agenda for the Meeting of ASHWICK PARISH COUNCIL

To be held at Ashwick and Oakhill Village Hall on
Wednesday 3rd September 2025 at 7.30pm

1. **Welcome by the Chairman**
2. **Apologies for absence**
3. **Absent**
4. **Declarations of Interest and dispensations**
 - (a) **To receive declaration of interest from Councillors on items on the agenda**
 - (b) **To receive written requests for dispensations for disclosable pecuniary interests**
 - (c) **To grant any requests for dispensation as appropriate**
5. **Public session** the period designated for public participation at a meeting shall not exceed 15 minutes unless directed by the Chairman of the meeting. A member of the public shall not speak for more than 3 minutes.
6. **Somerset Councillor Reports**
7. **To confirm the minutes of the meeting from the Parish Council Meeting held on 16th July, previously circulated**
8. **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) **2025/1279/REM** Application for removal of reserved matters following outline approval 2025/0509/OUT for the erection of 1.5 storey dwelling with details of access, landscaping, and scale. Matters of appearance / layout to be determined. 15 Sunnymead, Oakhill.
Recommendation Due to the tight deadline the response was considered under delegation with the majority recommending approval.
 - (b) **2025/1395/CLP** Certificate of Lawfulness of Proposed Use to demonstrate that planning reference 2021/0530/FUL has lawfully commenced and the development approved can be completed at any time. Highcroft Farm, Old Frome Road to Underhill Gurney Slade. **This is a notification only** -In line with Somerset Council's constitution and the adopted scheme of delegation and terms of reference, the decision for this application is delegated to the planning officers
9. **Planning Applications – Responses to be noted from Somerset Council.**
 - (a) **2024/2176/TCA** Portugal Laurel (T1) – remove major limbs, shape. Oakhill House, Dean Lane, Oakhill. **Decision** Somerset Council have granted approval.
 - (b) **2025/0160/TCA** T1 Beech – Fell – The Beeches, Gas Lane, Oakhill. **Decision** Somerset Council have granted approval.
 - (c) **2025/0509/OUT** – Application for outline planning permission with some matters reserved for erection of 1.5 storey dwelling with details of access, landscaping, and scale. 16 Sunnymead, Oakhill. **Decision** Somerset Council have granted approval.
 - (d) **2025/0729/TCA** Yew (t1) – reduce by 2-3m, Yew (T2) – reduce by 1-2m. Copper Beech (T3) – crown reduction by 4m. Oakhill Cottage, Zion Hill, Oakhill. **Decision** Somerset Council have granted approval.

- (e) **2025/1300/APP** Application for approval of details reserved by conditions 4 (working method statement), 6 (sample panel of materials), on planning listed building consent 2021/0531/LBC – Highcroft Farm, Old Frome Road to Underhill, Gurney Slade. **Decision** Somerset Council have granted approval.
- (f) **2025/1301/APP** Application for approval of details reserved by conditions 8 (working method statement), 9 (nesting birds), 10 (nesting swallows) and 13 (sample panel of materials) on planning consent /listed building consent 2021/0530/FUL – Highcroft Farm, Old Frome Road to Underhill, Gurney Slade. **Decision** Somerset Council have granted approval.
- (g) **2025/0765/TCA** – T1 – Holly tree – fell – Sackville House, Manor Place, High Street, Oakhill. **Decision** Somerset Council have granted approval.
- (h) **2025/1160/TCA** – T3 – Sycamore – remove. G1 – Laurel – remove. Spencer House, Manor Place, High Street, Oakhill. **Decision** Somerset Council have granted approval.
- (i) **2025/1279/REM** Application for approval of reserved matters following outline approval 2025/0509/OUT for the erection of 1.5 storey dwelling with details of access, landscaping and scale. Matters of appearance / layout to be determined. 16 Sunnymead, Oakhill. **Decision** Somerset Council have granted approval.
10. **Grants**
- (a) Grant application from the Phoenix Magazine for £600
11. **GDPR Policies and the new assertion 10.**
- (a) To note the report on the new assertion 10 appearing on the Annual Governance Statement at the end of 2025-2026 and a PowerPoint presentation sent out to Councillors.
- (b) Approval and adoption of the following policies, these were sent out prior to the meeting for any amendments.
- IT Policy
 - Bring Your Own Device Policy
 - Freedom of Information Policy
 - Internal Control Policy
 - Privacy Policy
 - Retention and Disposal Policy
 - List of Documents for Retention and Disposal
 - Publication Scheme
 - GDPR Audit
12. **To be Resolved / Discussed**
- (a) To consider a grass cutting contract for areas within the Parish and what areas the Council may wish to maintain, bearing in mind that most verges are owned by Somerset Council.
- (b) To consider the request from residents to approach Somerset Council and reduce the speed limit on Highcroft Lane to 20mph, and to re-design the junction of the A37 forcing drivers to turn left onto the slower left hand turn rather than the fast exit.
- (c) To note the National Pay Award has been agreed with an increase of 3.25, this has been reflected in the August payroll.
13. **Clerks / Councillors Report**
- (a) Update as to whether Dye Lane has been cleared and whether to organise a Working Party to clear the area.
- (b) The replacement finger post has been ordered from Somerset Forge. The text will remain the same and the fingers will have chevron ends.
- (c) An enforcement issue was reported to the Parish Council. The Parish Council are not the decision-making authority for enforcement matters. Members and Councillors may report potential enforcement breaches directly to Somerset Council. Please note that hearsay cannot be treated as evidence of breaching of planning laws, reports should be supported by clear information such as photographs and other evidence.

- (d) Somerset Council have requested the status of the Grit Bins within the Parish so they can be added to the refilling schedule for the winter.
- (e) Update from Cllr David Barlow on the LCN Highways Working Group held on 21st August.
14. **Finance**
- Bank Balance as at 27th August 2025**
- Current account £1,053.58**
- Reserve account £38,778.25**
- Receipts**
- (a) Bank Interest - £49.01 – received 10th August 2025
- Payments**
- (b) Clerks' salary and expenses for July and August - £772.45
- (c) Ashwick Village Hall – Hall Hire - £25.00
- Transfer**
- (d) Transfer of £5,000 from the Savers Account to the Current Account
15. **Correspondence**
- (a) Council takes action to reduce backlogs in Development Management – forwarded 26.07.25
- (b) Councillor Training – forwarded 26.07.25
- (c) Monthly report from Somerset on behalf of the Liberal Democrats – forwarded 01.08.25
- (d) Notice of Parish Council briefing and Q&A sessions on the local transport plan – forwarded 14.08.25
- (e) Book your place at the Somerset Parishes Conference – 2025 – forwarded 15.08.25
- (f) Training sessions for Councillors during September and October – forwarded 19.08.25
16. **Matters to report/items for next agenda**
17. **Date and time of next meeting: - Wednesday 15th October 2025 at Ashwick and Oakhill Village Hall starting at 7.30pm.**