

ASHWICK PARISH COUNCIL

MINUTES OF MEETING

Held on Wednesday 22nd October at Ashwick and Oakhill Village Hall
starting at 7.30pm

Present: - Cllrs David Hine, David Barlow (Chair), Philip Blatchford, Stephanie Dowley, David Thorley

Also, in attendance – Kate Egan (Clerk)

1 Welcome by the Chairman

Cllr David Barlow welcomed everyone to the meeting.

2 Apologies for absence

Cllr Phil Briscoe

A letter has also been received from Sarah Emery with her resignation as a Parish Councillor, she was thanked for her contribution and support over the years.

3 Absent

Cllr David Simons

4 Declarations of Interest and dispensations

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

Cllr David Thorley declared in interest on item 8c, planning application 2025/1558/PAA

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

No written requests for dispensation for disclosable pecuniary interests were received.

(c) To grant any requests for dispensation as appropriate

No requests for dispensation as appropriate were received.

5 Public session

There were no members of the public in attendance.

6 Somerset Councillor Reports

There were no Somerset Councillors in attendance.

7 To confirm the minutes of the meeting from the Parish Council Meeting held on 16th July, previously circulated. The Parish Council Meeting held on 3rd September was inquorate.

The Council **RESOLVED** that the minutes from the Parish Council Meeting held on 16th July were a true record, these were signed and dated by the Chair.

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.

- (c) **2025/1558/PAA** Prior Approval for a proposed change of use of agricultural building to 3no. dwellinghouses (Class C3) with access, amenity space, garaging and car parking. Park Farm, Fosse Road, Oakhill. **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.
- (d) **2025/1634/FUL** Proposed solar PV installation with associated works to include cable route and vehicular access to provide renewable electricity to Gurney Slade Quarry, Land off Bays Lane, Gurney Slade. **Recommendation** The Parish Council recommended approval.
- (e) **2025/1435/FUL** Erection of 3 detached dwellings and associated parking, amenity space. Lane at 362338 14935, Old Frome Road to Underhill, Gurney Slade. **Recommendation** The Parish Council recommended approval.
- (f) **2025/1573/LBC** Installation of replacement windows. The Round House, Little London, Oakhill. **Recommendation** The Parish Council recommended approval.
- (g) **2025/1688/REM** Application for approval of reserved matters following outline approval 202/0797/OUT Application for Outline Planning Permission with some matters reserved for demolition of redundant agricultural buildings and a B8 storage building, erection of 1no. dwelling house with details of access. Matters of appearance / landscaping / layout / scale to be determined. Longacres, Pound Lane, Oakhill. **Recommendation** The Parish Council recommend approval.

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.
- (j) **2025/0749/LBC** Replacement porch and exterior decoration. Church Cottage, Heckley Lane, Ashwick. **Decision** Somerset Council refused the application.

10 Grants

(a) Grant application from the Phoenix Magazine for £600

The Parish Council **RESOLVED** to approve the grant application to the Phoenix Magazine for £600.

11 GDPR Policies and the new assertion 10.

(a) The Council **NOTED** 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

The Council **RESOLVED** to approve the above policies and noted the website is not compliant with WCAG 2.2.

12 To be Resolved / Discussed

(a) **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.**

Somerset Highways will be contacted for a response.

(b) **To note the National Pay Award has been agreed with an increase of 3.25%, this was reflected in the August payroll.**

The Council **NOTED** the National Pay Award.

(c) **Proposal from Cllr Philip Blatchford for the Parish Council to move to bi-monthly meetings from January 2026.**

This was deferred to January where a public meeting will be held to discuss the future of the Parish Council.

(d) **To consider a request that the narrow stretch of ground opposite the old school house on the High Street, Oakhill be attended too as the shrubs are now blocking part of the road and reducing visibility.**

Cllr David Barlow will contact a local gardener to carry out the works.

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. **Update** There was no update.

(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) Jackie Bally has resigned as a Parish Councillor. The Parish Council would like thank her for her support with the Parish Council. Democratic Services at Somerset Council have not received any requests for a by-election so the Parish Council can follow the co-option process.
- (f) Somerset Council have adopted the Mendip Local Plan II Limited Update – there were no additional sites included for Ashwick.
- (g) A request was received to purchase a new battery for the defib machine located outside the school. A new battery has been ordered and delivered.

14 Finance

Bank Balance as at 16th October 2025

Current account £269.13

Reserve account £38,874.87

To approve the Quarterly Bank Reconciliation

The Council **RESOLVED** to approve the Quarterly Bank Reconciliation.

To note the Quarterly Budget Review

The Council **NOTED** the Quarterly Budget Review.

Receipts

- (a) Bank Interest - £49.01 – received 10th August 2025
- (b) Bank Interest - £49.07 – received 10th September 2025
- (c) Bank Interest - £47.55 – received 10th October 2025

Payments

- (d) Clerks' salary and expenses for July and August - £759.45 – paid 05.09.25
- (e) Ashwick Village Hall – Hall Hire - £25.00 – paid 05.09.25
- (f) Ashwick Village Hall – Hall Hire - £18.75
- (g) Idverde – Grass Cutting 24-25 - £171.77
- (h) Clerks' salary and expenses for September - £291.72
- (i) Wel Medical – New defib Battery - £292.79
- (j) Wreath for Remembrance - £25.00

Transfer

- (k) Transfer of £5,000 from the Savers Account to the Current Account

The Council **RESOLVED** to approve the above Payments and Receipts

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
- (g) Invitation to Somerset Parishes Conference on the 3rd October to talk about the Community Review Plan.
- (h) Councillor training courses for the Autumn – forwarded 22.09.25
- (i) Request from Make the Sunshine on Youth Engagement to complete a survey on facilities for young people within the area – forwarded 26.09.25

16 Matters to report/items for next agenda

17 Date and time of next meeting: - Wednesday 26th November 2025 at Ashwick and Oakhill Village Hall starting at 7.30pm.

Meeting closed 8.58pm.