

WIVELISCOMBE TOWN COUNCIL

MINUTES OF THE TOWN COUNCIL MEETING HELD ON Monday 15th April 2026 in the Community Centre at 7.00pm

Attendees

Councillors: R Wilson (Chair), B Wilson, T Parker, A Kyle, P Berman, P Martin, E Gaines, P Green, L Schofield and N Blaker

Clerk: Mrs Sarah Towells

Other: D Mansell (SC)

Apologies

Councillors: S Shopland, C Kirk, P Doherty

Other: None

Councillors absent without apology: None

25/337 To note apologies for absence: As noted above.

25/338 Any New Declarations of Interest or dispensation: Cllrs Schofield, Kyle and Green declared an interest regarding item 25/350.

25/339 Minutes of the meeting held on Monday 16th March 2026: It was **resolved** to approve the minutes, and the Chairman would sign them.

25/340 To consider the Planning group's report: It was **resolved** to accept the report and submit the responses to planning department.

25/340.1 Agreed responses in the table below.

SC	49/26/0016/CQ	Application for Prior Approval for proposed change of use from agricultural building into 2 dwelling house (ClassC3) and associated buildings operations at Westbrook Farm, Frys Lane, Wiveliscombe	It was resolved not to submit any comments
SC	49/26/0017 & 49/26/0018/LB	Erection of a single storey infill extension with various alterations at Woodvale, Croford Hill, Wiveliscombe	It was resolved to support this application
SC	49/26/0019/LB	Replacement of roof on like for like basis at 2 Church Street, Wiveliscombe (retention of works already undertaken)	It was resolved to support this application
SC	49/26/0020	Conversion of former bakery and store into 1 dwelling at 35 Golden Hill, Wiveliscombe	It was resolved to support this application

25/341 Finance:

25/341.1 Accounts for approval: It was **resolved** to pay the accounts below.

Sarah Towells	Payroll and expenses	£1159.63
HMRC	PAYE	£240.32
Octopus	Toilets	£17.20
Wiveliscombe Community Centre	Hall Hire for March	£22.00
British Gas (DD)	Jubilee Gardens	£20.18
MSMG	Jubilee Gardens	£216.50
Wivey Pool	CIL Grant	£5339.59
MRJ Civils Ltd	Christmas Tree erection and removal	£420.00
SC	Dog bin emptying 4 th Quarter	£405.60
Gliddons	Toilet signs (card Payment)	£4.50
Post Office	Post Library Contract (Card Payment)	£9.25
SCF Forecourts Ltd	Refurb Gents toilet area	£9330.00
Wivey and the Hill Magazine	Adverts and reports	£100.00
R Wilson	Toilets	£132.85

Hendy Digital	Community Website	£168.00
MSMG	Toilet Cleaning	£350.00
Amazon (card)	Kettle	£9.49

25/342.2 Current account analysis and Bank reconciliation for March 2026: It was **resolved** to note the current account analysis and bank reconciliation, and Cllr B Wilson would sign these.

25/342.3 Budget monitoring: It was **resolved** to note, and Cllr B Wilson would sign this.

25/342.4 PAYE figures for March: It was **resolved** to note the figures, and Cllr Berman would sign them. A payment of £240.32 would be sent by cheque to HMRC.

25/342 Report from Community Centre: It was reported the new secretary is settling in well and bookings are up. The Finance man has resigned so looking for a replacement. Looking for a volunteer to do some painting.

25/343 Report from Somerset Councillor: Cllr Mansell reported work on the Square would be deferred as The Council would be doing surveys on on-street parking as well as carparks. When the works are carried out the disabled bay from West Street would move up to outside the Post Office.

There is still no permanent Finance Officer so the interim Finance Officer will stay in post for this financial year.

There is extra money in the Highways budget for gully emptying, vegetation clearance and cleaning road signs.

25/344 Correspondence:

25/344.1 Email from Adrian Woollaston resigning from the Council due to work commitments: It was **resolved** to note that Cllr B Wilson had spoken with Adrian and advised the Council could grant 6 months off. It was **resolved** the Clerk would write to thank Adrian for all his input to the Council over the years and offer him 6 months off rather than him resigning.

25/345 Saturday mornings Cllr Surgery in May: It was **resolved** Cllrs Scofield and Blaker would do the May session.

25/346 Report from Cllr Surgery held in April: It was **resolved** to note Cllr Martin would circulate the report following this meeting.

25/347 Agree Volunteer for the April Radio show: It was **resolved** Cllr Berman would do the April Radio show.

25/348 Review of Risk Register: It was **resolved** to note there was no updates.

25/349 Asset Register: It was **resolved** to note there were no updates but to ask the gardener to repair the seats and benches in Jubilee Gardens.

25/350 Green Spaces working group: It was **resolved** following advice from SLCC that Cllrs Gaines and Martin would look into the green spaces. Cllr Mansell was happy to work with them.

25/351 Health and Wellbeing: It was **resolved** to note that skateboarding sessions would be held at the Rec over a six-week period.

25/352 Library Update: It was **resolved** to note the Town Hall Trust are now formally running the library.

25/353 Town Councillor report regarding parking in the Square: The following was sent in by Cllrs B Wilson and P Berman:

We were asked to discuss the proposals presented previously to Council with both our Somerset Councillor and local shopkeepers. As a result, some minor changes are proposed. There would be no loading restrictions on the north side of the Square. There should be an additional restriction to reinforce that the bay is to be used for shop deliveries/loading only in the morning and restricted parking from 12 noon in the afternoon and evening. In the afternoon and evening the restricted bay parking should be limited to 20

minutes. Various points have been raised by both Councillors and others. Cllr Mansell has discussed these with officers of Somerset Council as follows.

a) Restrictions on parking cannot exclude the standard observation periods to check for loading by traffic wardens.

b) Blue Badge holders will be allowed to park in the restricted bay and signage will say that parking is limited to 20 minutes but blue badge holders will have up to their normal three hours.

c)The officers have suggested that, during the period when parking is allowed in the bay, there should be no return within one hour.

d)There may be a problem with the timing for the introduction of this scheme because of the County wide review of parking charges which will take some months.

It was **resolved** to note the report.

25/354 Crime report: It was **resolved** to note there was no report.

25/355 Date for Parish Assembly: It was **resolved** to note the Parish Assembly would be held on Tuesday 26th May at the community Centre at 7pm.

25/356 Items for the next meeting to be held on Monday 18th May 2026: There were none but It was **resolved** to note that John Hellier from In the Mix passed away at the end of February.

25/357 Close meeting: Meeting Closed 20.06