

WIVELISCOMBE TOWN COUNCIL

MINUTES OF THE EXTRA-ORDINARY TOWN COUNCIL MEETING HELD ON Monday 22nd June 2026 in the Community Centre at 7.00pm

Attendees

Councillors: R Wilson (Chair), B Wilson, T Parker, P Berman, P Martin, E Gaines and N Blaker. J Rowe following item 26/77.

Clerk: Mrs Sarah Towells

Other: D Mansell (SC)

Apologies

Councillors: S Shopland, Paul Green, L Scofield and P Doherty

Other: None

Councillors absent without apology: C Kirk

26/73 To note apologies for absence: As noted above.

26/74 Any New Declarations of Interest or dispensation: It was **resolved** to note there were none. Cllr R Wilson advised he was the secretary of the Recreation Ground Committee regarding item 26/86.

26/75 Minutes of the meeting held on Monday 18th May 2026: It was **resolved** to approve the minutes, and the Chairman would sign them.

26/76 To note the June meeting was not quorate: It was **resolved** to note the June meeting did not take place as there was not enough members present and therefore no minutes to sign.

26/77 To co-opt new councillor: It was resolved to co-opt James Rowe onto the Council and he duly signed his declaration of acceptance to office.

26/78 To Agree response to the planning applications and note planning withdrawal: It was **resolved** to submit the responses below to the planning department and note the withdrawal of application 49/26/0026/LB.

SC	49/26/0028/CQ	Application for prior Approval for proposed change of use from agricultural building into 2 dwelling houses (Class 3) and associated building operations at Barn B, Highfield House, Langley Marsh Road, Wiveliscombe	It was resolved there were no comments on this application
SC	49/26/0030	Erection of single storey extension to the rear of 37 Northgate, Wiveliscombe	It was resolved to support this application
SC	49/26/0026/LB	Withdrawal of application for installation of EV charger to garage at Cruwys farm, Wiveliscombe	It was resolved to note the withdrawal

26/79 Finance:

26/79.1 Accounts for approval: It was **resolved** to pay the accounts below. The amount on agenda for British Gas was £16.59 but the amount required was £13.23.

Sarah Towells	Payroll and expenses	£1165.00
HMRC	PAYE	£240.32
Octopus	Toilets	£14.73
Wiveliscombe Community Centre	Hall Hire	£22.00
British Gas (DD)	Jubilee Gardens	£13.23
MSMG	Jubilee Gardens	£173.20
MSMG	Footpath clearing	£120.00
Somerset Council	Empty Dog Bins	£405.60
MSMG	Toilet Cleaning	£565.00
SALC	Cllr Training	£40.00

Microsoft	Website and emails	£133.92
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26/79.2 Current account analysis and Bank reconciliation for May 2026: It was **resolved** to note the current account analysis and bank reconciliation, and Cllr B Wilson would sign these.

26/79.3 Budget monitoring: It was **resolved** to note, and Cllr B Wilson would sign this.

26/79.4 PAYE figures for May 2026: was **resolved** to note the figures, and Cllr Berman would sign them. A payment of £240.32 would be sent by cheque to HMRC.

26/79.5 To agree internal auditor for 26/27: It was **resolved** to use Tammy Roper from Hillside Business services for the internal audit this year.

26/79.6 To consider the findings of the internal audit review 25/26: It was resolved to note that all councillors should undertake GDPR training.

26/79.7 To consider and approve the annual governance statement: It was **resolved** the councillors considered the annual governance statement and further **resolved** to approve it. The Clerk would send to the external auditor.

29/79.8 To consider and approve the accounting statements: The Council considered the accounting statements and it was **resolved** to approve them.

26/79.9 Chairman to sign the Accounting Statements: It was **resolved** the Chairman would sign the Accounting Statements.

26/79.10 To note the dates for the exercise of public rights: It was **resolved** to note the dates were 3rd June – 14th July.

26/80 Report from Somerset Councillor: Cllr Mansell reported the budget gap for next year was £54 million, so more saving's are needed in time for budget setting.

There is a community working review on LCN meetings so change may be coming towards Neighbourhood Area Committees, but no guidance is yet in place.

Local Plan scoping consultations are going ahead with a big impact anticipated on increasing local housing. 24 hr licencing application for the garage in Wiveliscombe has been approved with a planning application still outstanding.

CCTV's on Croft Way and North Street car parks are part of Somerset Councils parking survey. Parking charges are on the Somerset Council September agenda.

Because the parking surveys in Wiveliscombe have started this may impact the improvements to the Square which most businesses are happy with.

26/81 Correspondence:

26/81.1 Email from Andrew Kyle resigning from the Council: It was **resolved** to note the Clerk had written to Andrew thanking him for his time on the Council.

26/81.2 Email from SALC regarding whole Council Training: It was **resolved** to note GDPR was not a subject covered for whole Cllr training and the Clerk had written to ask if this would be possible.

26/81.3 Email regarding Solar Farm in Milverton: It was **resolved** to note the email but no response required.

26/82 Saturday mornings Cllr Surgery in July: It was **resolved** Cllr Martin would do the July session.

26/83 Agree Volunteer for the July Radio show: It was **resolved** Cllr Berman would do the July Radio show.

26/84 Fill Vacancy on Appeal Panel: It was **resolved** Cllr Rowe would join the appeal panel.

26/85 Fill Vacancy on Planning Committee and add an additional member to the committee: It was **resolved** that Cllrs Blaker and Green would join the planning committee.

26/86 Discuss and agree way forward for Health and Welfare budget: Discussions took place regarding the Health and Welfare budget, and it was **resolved** to offer £1000 to In the Mix and £2500 to the Recreation Ground for them to use for Health and Welfare and they must report back to the Council to say how they have used the money.

26/87 Items for the next meeting to be held on Monday 20th July 2026:

Report from Finance Committee

26/88 Close meeting: The Chairman closed the meeting at 19.58