

TIMBERSCOMBE PARISH COUNCIL

Minutes of the Annual Parish Meeting held on 1st June 2026

at Timberscombe Village Hall following the Annual Meeting of the Parish at 7.30pm

Present: Councillors: – I. Ware (IW) - Chairman, S. Campbell (SC), R. Jeffrey (RJ), C. Gibbard (CG) arrived 8.30pm, J. Daniel (JD), L. Webb (LW)- Clerk. County Councillors S. Pugsley (SP) and F. Nicholson (FN). One member of the public. Apologies: K. Attwater (KA)

Item	Minutes	Action
26/58	Election of Chairperson IW was duly elected as Chairman for the forthcoming year and signed the Declaration of Acceptance of Office.	
26/59	Co-option of any new members. Robert Richards (RR) was unanimously elected to fill the vacancy on the Parish Council. Paperwork completed.	LW
26/60	Election of Vice Chairperson and appointment of representatives to sit on other bodies and portfolio holders. JD was unanimously elected as Vice Chair of the Council The following areas of responsibility were confirmed: KA –Housing Enabler link RJ – Footpaths and Bridleways SC –Village eyes and ears and JAPF chair CG – Liaison with the School IW – Chair, Defibrillator Guardian, SID guardian JD – Social Media and Bus Representative. All Parish Councillors are also trustees of the JAPF.	
26/61	Apologies for Absence. None	
26/62	Declarations of Notifiable Interests. No new interests declared.	
26/63	Approval of the Minutes of the last annual meeting held on 2 nd June 2025. Proposed by SC and seconded by JD. Accepted as a true record and signed by IW.	
26/64	Matters Arising. None.	
26/65	Finance Report (i) Report from Internal Auditor. Adopted and signed by the Chairman. (ii) Presentation of 2025/6 accounts (previously circulated). Adopted and signed by IW. Accounts and Bank Reconciliation for end of financial year agreed and signed by IW. Reserve Account £11,036.88, Current Account £755.00, Tesco cash card £13.56. Total funds £11805.44. (iii) Invoices- Paid since last meeting Clear Insurance £612.29 as previously agreed. New invoices £455 to Mr Evans for installing the new goal posts, as previously agreed. It was resolved to pay the internal auditor the sum of £65 which we would donate to the Red Cross, at her request.	LW
26/66	Audit - Certificate of Exemption 2025-26: Approved and signed by IW and LW.	
26/67	Audit - Section 1: Annual governance statement 2025/26. Approved and signed by IW and LW	

26/68	Audit - Section 2: Accounting statements 2025/26 Signed by LW. Approved by the Council and signed by IW. All audit papers to be sent off to external auditor. A note to accompany the paperwork to explain why we have not yet managed to comply with the new data handling demand for a gov.uk email. It was hoped that this would happen very soon.	LW
26/69	Review of Key Policies Code of Conduct, Standing Orders, GDPR & Aims, Objectives & Business Continuity. All policies can be viewed online. There have been no relevant changes to national policies. All policies would, therefore, remain unchanged. LW to update website with review date.	LW
26/70	Report by Somerset County Councillors. SP reported that: a) The next LCN meeting would be on 11th June at 6.30pm. IW to attend. The first part of the meeting would be the winter maintenance review. Councils should check their salt requirements for the forthcoming winter. IW to try to get an update on the Great House Street work. b) Magna Housing control 85% of the social housing in the area but has no renting policy regarding prioritising local people, except in housing which is covered by section 106 conditions. Somerset Council is trying to get Magna to adopt housing criteria which would give local housing priority to a certain percentage of homes. c) Somerset Council finances continue to be precarious, with 2/3 of all spending being required for Adult Social Care. d) A consultation will shortly be starting regarding liaison between parishes and Somerset Council. Local councillors are urged to respond. e) The Police and Crime Commissionaire will be invited to the next LCN. IW to check what is happening with the SID grant funds.	IW LW IW IW
26/71	Highways and Bridleways a) Highways have informed the Council that the white lines throughout the village would be refreshed in the next few months. b) A video had been received from Ms Best showing a large lorry squeezing through the roadway near her house. Whilst the councillors sympathised with her it was agreed that the Council has no powers to do anything about it. The white line on the roadside is an advisory no parking only and cannot be enforced unless the parking constitutes a danger. c) RJ enquired if the previously used path at Hebber Vale could be re-opened. The path was previously a permitted path, and the new owners have locked the gate. RR to make further enquiries on behalf of the Council.	
26/72	Correspondence. a) LW has checked with the Council's insurers that the fete on 8th August will be covered by their insurance. JD and SC reported that organisation of the fete was well underway. A road closure licence has been applied for, to enable a closure outside the pub. First aiders have been organised, food allergy posters printed. b) Email received from Mrs Chaffey regarding the benches on The Green. LW to communicate the Council's thanks to Mrs Chaffey for her efforts to restore the benches and paving area on The Green.	

	c) A letter from Mrs Moncrief has been received asking if the Council would, once again, fund 50% of their grass cutting costs for the graveyard. It was resolved to pay 50% every year going forward. <i>CG arrived.</i>	LW LW
26/73	Planning Applications and Decision. None Courtesy letter received from Mr Leggatt informing the Council that he will be applying for planning permission for work on his property.	
26/74	Village Maintenance a) Grass cutting will resume in June. The contractor has been asked to cut all grass, including the triangle at the end of Bemberry Bank. b) A quote for repairing the 4 fence posts between the football pitch and the play area has been received from Mr Evans. It was resolved to accept this quote. c) It was agreed that IW, who has a spraying licence, should spray the dock leaves, which were brought in with the soil by Wessex Water, on The Green. d) LW to write a letter of thanks to Mr and Mrs Harris for their work in clearing the branches around the SID. e) Mrs Harris has asked if the Council could erect additional 30mph signs along the main road. Unfortunately, the Council is not permitted to do this. FN informed the Council that the presence of streetlights is deemed to be sufficient notice of the fact that the road is 30mph. f) Mrs Chaffey has volunteered to see to the repairs of the dog waste bin at the junction of Willow Bank and Willow view. g) It was agreed not to place another dog bin at the entrance to Orchard Way, as there is a bin just a short distance away on The Green and one at the other entrance to Orchard Way. A sign has been placed in that location. It was felt that the bin would be used by drivers on the main road and that this was not a safe place for them to stop. It would also cost around £300 to buy and a further £300 per year to service. h) Despite the bulb being repaired several times, the light in the "give way" sign at the end of The Glebe is not working again. There is clearly a fault with the whole unit. LW to ask if this can be replaced. i) Thanks to Mr Winters for cutting the path around the dog bin near Vicarage Court.	LW IW LW LW LW
26/75	Report from representatives of other groups. None	
26/77	Chairman's and Councillors' Notices. None.	
26/78	Items for next agenda. Defib in Orchard Way. Housing needs.	
26/79	Date of the next meeting. Next Parish Meeting and AGM to be held 17 th May 2027. Due to regulations, it must be held within 14 days of the election.	
26/80	Dates for the next year. 29 th June, 27 th July, 28 th September, 26 th October, 30 th November, 25 th January 2027, 22 nd February, 29 th March, 26 th April	

Meeting finished at 8.52pm