

Lydford on Fosse Parish Council

(Parish website: lydfordonfosseparish.gov.uk)

Ordinary Council Meeting



Meeting of the above named Parish Council held on
Wednesday 9th July 2025 at 1900 hrs in the Parish Hall, West Lydford.

Present: Parish Cllrs Frampton (Chair), Seehra, Sloggett, Steel
Also the Clerk and 9 members of the public

Minutes

The Chairman opened the meeting. He advised that the minutes would be recorded, and that if anyone who did not wish to be recorded should make that clear to the Clerk.

117/25

Public participation session

- A request was made for support with flood defences at Bridgefoot. It was mentioned that the Parish Council will be engaging with SC regarding this and other defence plans.
- A blocked footpath (SM 14/15 from A37 to opposite the Sports Ground) that needs to be cleared was brought to the PC's attention.
- The photos commemorating the VE Day celebrations are now ready for mounting, and it was confirmed that funds for this had already been allocated previously by the PC.

Council Session

118/25

To receive apologies for absence

Apologies received from Cllrs Fielding and Purcell

119/25

Parish Councillor Vacancy

There have been no responses received to fill the post.

The Chair advised that due to work commitments Cllr Steel will no longer hold the Highways portfolio. This will be managed collectively until a replacement is found.

120/25

Declaration of Members Interest

None declared

121/25

To approve and sign the minutes of previous meeting

These were duly approved and signed by the Chair

122/25

Report from County Councillors

Cllr Sully sent her apologies however her full report can be found on the parish website.

The Chair mentioned that Cllr Sully has assisted in engagement with the head of the Highways Department with the hope of engaging more productively regarding any highway issues.

The Built Environment

123/25

Planning

New Planning Applications this month (0)

Applications decided since previous agenda (1)

Approved 2020/1602/OTS (Case Officer Kelly Pritchard)

Outline Planning permission for the erection of one dwelling with details of access to be considered. Land adjacent to Millway House, Fosse Way, West Lydford

The conditions imposed on this permission were outlined by the Chair.

124/25

Caravan at Perry Bridge

The Chair reported visiting the site and the owners, and engaging with Planning Enforcement Policy. It was made clear by Planning that enforcement action would only be taken if it was proven there was a clear harm to correct. The occupants were originally advised by Mendip DC that they

didn't require planning permission. If this case was to be followed up formally, the strictest outcome would be that the lack of planning permission would be deemed a technical breach and that the Enforcement Officer would invite the owners to submit retrospective planning application to regularise it, which would be expected to be approved. It was therefore agreed that, accepting Mendip DC's original advice to the owners, no further action should be taken.

The Natural Environment

- 125/25 **Dog Bin**
The Clerk had engaged with SC and as authorised purchased the dog waste bin. The preferred site was found to be less desirable, so an alternative site was to be sought. The Clerk and Chair to follow up.
- 126/25 **War Memorial**
The options for the regular cleaning of both the war memorials was looked into and costings received. The Chair proposed to go ahead with the 5-year contract of cleaning both war memorials beginning September 2026 at overall costs of £850, this was seconded by Cllr Seehra and unanimously carried.

Highway & Transportation

- 127/25 **Highways**
A reminder was received regarding the Enhanced Maintenance scheme advising that any volunteers on behalf of the Parish Council would require licences before undertaking any work on our roads and pavements.
- 128/25 **Somerset Local Transport Plan Consultation**
The Chair summarised the salient points regarding this consultation of which the process requires to be validated. The Chair advised that, if members were content for him to do so, he would formulate a response by the required date as this high level policy document had little specific detail for smaller parishes like the Lydfords.
- 129/25 **Speedwatch**
The Speedwatch summary of figures was received and is available on the website.

Community Engagement & Support

- 130/25 **Neighbourhood Watch**
The NHW representative advised that the police were dealing directly with a resident following a break in and theft of garden equipment in the village. It was advised that the marking of personal property such as garden tools, jewellery, fine art, etc would be a good idea. The NHW representative suggested that the Parish Council may wish to purchase UV Marker Pens for residents of the village with information about the property marking system. The Chair proposed the sum of £250 be spent on this which was seconded by Cllr Sloggett and unanimously carried. The NHW representative will liaise with the Parish Council on circulating these within the village when purchased.
- 131/25 **Cloud Storage**
Cllr Seehra reported to members the advantages and disadvantages of cloud storage and a couple of companies that supply this service. Document storage and collaborative working being the main benefits. It was agreed that more information and details were required to make an informed decision on the suitability for our council's needs. Cllr Seehra to report back at a future meeting.

Governance & Finance

- 132/25 **Financial Planning**
Payments due (See appendix 1)
To agree accounts for – June '25
Both the payments due and bank balances were agreed and signed
Budget
Checked and figures remain in a good position.
HR Committee

The Chair reported that it was best practice as an employer for the Parish Council to have an HR Committee. The Committee consisting of 3 councillors (a quorum of 2) will meet as and when required, usually once a year, for overseeing of staffing matters. Minutes will be noted for information at a full council meeting. It was unanimously agreed to form an HR Committee and Cllrs Sloggett and Seehra volunteered as committee members, with the hope of adding a third in the future.

Additional Bank Signatory

The Clerk advised the benefit of a fourth signatory as this was allowed in the terms of the banking. Cllr Sloggett was agreeable to this, and the Clerk will begin the process of adding him to the list of signatories.

133/25

Correspondence Received

Correspondence has been received from a company that jetted drains in a neighbouring village. Prices are comparable with Keir, however more quotes and details are required due to the value involved.

SC Snippets are all on the website in more detail and include:

- Free local Business support available through HotSW Growth Hub
- Free Health & Safety guidelines for small businesses
- Farming and Equipment grants
- Energy efficiency in homes
- Waste collection (updated calendar)
- Appropriate recycling
- Sustainable summer picnics
- Suitable Trees to replace ash tree cover lost to ash die-back

Somerset Rivers Authority have submitted their report. The emphasis has moved towards localised management with holding water where it falls, adapting to climate change and empowering communities. The full report is on our website.

134/25

Agenda items for next meeting

- Playground
- Gardening Club - Village Enhancement
- Cloud Storage
- LCN
- Parish Council Vacancy
- Dog Bin
- Flooding
- Drainage
- Bleed Kits

It was agreed that, due to 2 planning applications being received after the agenda for this meeting had been issued, an Extraordinary Meeting to consider both would be held on 21st July 2025 at 7pm, and

The date for the next Ordinary Meeting was confirmed as 10th September 2025 at 7pm

Meeting finished at 20.35

Minutes prepared by Ann Parkhouse, Parish Clerk

Appendix

1) Payments Due

Name of Payee	Description of Payment	Amount
RBLI	Tommy figure x 2	£350.00
Glasdon UK Ltd	Dog Bin	£184.55
A Parkhouse	Clerk Salary – June '25	£279.40
Lydford Parish Hall	Hall hire for April – June	£ 64.00

Signed: _____

Lydford Parish Hall	Hall hire for VE Day Celebration	£ 32.00
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DRAFT

Signed: _____