

DRAFT MINUTES OF FIVEHEAD PARISH COUNCIL MEETING
Held on Monday 12 January 2026, at 1830, at The Village Hall, Stowey Road, Fivehead

Present:

Mrs K Beacham – Chair (KB); Mrs L Howard (LH); Mr R Wynn (RW); Dr B Ferguson (BF); Mr M King (MK); Mrs C Munday; Councillor R Wilkins (CRW) and Mrs J Parsons - Clerk/RFO (JP)

There was no public participation.

4833 Somerset Councillors' Report

Latest report available on the Parish website – <https://fivehead-village.org.uk/update-from-somerset-councillors-jan-26/>

i) CRW gave a reminder about fostering, which anyone can help with, who has a spare room and is over 21. Please see the report and Somerset Council website for more details. ii) It was noted that Somerset Council would agree its budget and council tax charges in February. A letter with guidance for setting budgets/precepts from Cllr Revans had been sent to all councils in December.

4834 Apologies for absence

Councillor D Braddock (DB); Somerset Councillor M Stanton

4835 Declarations of Interest and Dispensations

i) As Members with a property within the administrative area of Fivehead and Swell, the setting of the Parish Precept would relate to or affect a disclosable pecuniary interest that has been registered. Members signed a request for dispensation. Dispensation was granted by the Monitoring Officer (the Clerk) to the Members in attendance, to allow them to freely and fully participate in relation to setting the Precept for FY26/27.

ii) Relating to matters at Min 4841a, MK, as Chair of the Village Hall and Playing Field CIO, requested a dispensation to remain in the meeting and would withdraw from discussions and decisions on grant funding as necessary. Partial dispensation was granted, including for reporting at future meetings.

Resolution: to grant a partial dispensation to MK, to remain in council meetings for reporting purposes from 12 January 2026 onwards, but not vote on matters relating to the Village Hall and Playing Field CIO. Proposed by LH and seconded by CM. Carried unan.

4836 Minutes

The Minutes of the Meeting of the Parish Council, previously circulated, held on 1 December. Proposed by MK and seconded by LH. Carried unan.

4837 Matters arising from the Minutes (1 Dec) and raised by Members

- a) Asset of Community Value – Crown Inn – confirmation of acceptance of the Parish Council's nomination received on 2/1/26. Notification of the interest had been registered at the Land Registry. Details had been entered on to Somerset Council's register of Assets of Community Value and would remain on the register for a period of up to 5 years or until subject to a relevant disposal. The register can be found at <https://www.somerset.gov.uk/community-leisure-and-tourism/assets-of-community-value/>.
- b) The Stables – 24/02962/FUL – following discussion with CRW, it was noted that Members were in strong disagreement with the pending decision to approve further expansion at this travellers' site. Isle Abbots (IA) Parish Council was also in strong objection and had raised the matter with local MP Sarah Dyke, who had offered to look into the handling of the application. A summary of the planning applications and objections had been provided in December for IA Chair to follow up the discussion, copying in Sarah Dyke. A copy of the Planning Officer's draft report had been circulated and was available on the planning portal, detailing recommendations and conditions for the approval of the application, pending the S106 decision. Members agreed to seek an explanation from the Head of Planning, to assist with handling future applications, following the recent refusal, upheld at appeal, of a single property development on the outskirts of the village, with similar reasons given as those for the travellers' site, which in that case had been approved.
- Action:** Clerk to write to Head of Planning for explanation regarding recent decisions and add to Feb 26 agenda

- c) Wooden structure on land off of A378 – a new wooden dwelling with living facilities (including bedrooms, kitchen, toilet and wood-burner), constructed in the summer, did not appear to have gone through planning. Members agreed that it was unlikely that this would come under permitted building, as it was a separate structure, built to live in. **Resolution: to contact Planning Enforcement to investigate possible breach of planning.** Proposed by BF and seconded by MK. Carried unan. **Action:** Clerk to report online to Planning Enforcement and add to Feb 26 agenda
- d) Parking on Stowey Road – further reports of weekend parking issues had been received and passed on to the VH/PF CIO trustees before Xmas. Matters would be discussed at the CIO meeting on 14/1/26 and feedback given. The organisation's efforts to do everything they could to encourage their users to park with care and consideration elsewhere in the village when the car park was full, were noted and much appreciated. Measures included having a parking marshal for football matches. **Action:** Clerk to pass on to CIO secretary some further suggestions received, for updating the booking form and adding signage in the car park, for consideration.

CRW left the meeting at this point.

- e) Speed monitoring/road safety on A378 – a resident's concerns over difficulty crossing the road to use the shop/bus stop safely, especially for those who are unable to walk fast enough to avoid oncoming traffic were considered, along with a request for a pelican crossing. Members agreed to contact Traffic Management for advice on the possibility of a crossing; as this had been turned down in the past, if this was still not feasible, other suggestions, such as signage and/or road markings, would be welcomed to help ease the situation. **Action:** Clerk to contact Traffic Management for advice and add to Feb 26 agenda
- f) Burial plot pre-purchase request – special circumstances were granted for a non-parishioner with family members laid to rest in Fivehead Cemetery, to apply to reserve a plot. **Resolution: to consider a future application from a non-parishioner (Troup) with existing family plot.** Proposed by RW and seconded by MK. Carried unan.
- g) Defibrillator update – i) Mary Braddock (MB) had requested in advance replacement batteries for both units from Community Heartbeat Trust (CHT); ii) No response had been received regarding setting up new contracts in the name of the Parish Council. Payment for 2026 would be due in March. It was agreed that it would be helpful if BF and the Clerk could meet with CHT, either online or in person, to discuss future contracts. It was suggested to try to find an alternative contact number, possibly via the Charity Commission. iii) Thanks to fundraising from quizzes and events at the Crown throughout the year, as well as residents' donations, current funds for 25/26 were £628, with total Reserves of £2057.65.
- h) Email/website – i) Preferred two-phase approach, to first purchase the .gov url, change over the website and set up the main email address for the Clerk/Council was discussed. The web provider confirmed working timescales for mid/end Feb. Councillors' emails would follow in May. Costs to be split across two financial years, with an overspend of c£190 anticipated for 25/26.
ii) Web provider had advised naming convention set by the Government, so members agreed that it would be best to have the name in full, rather than add a hyphen (ie www.fiveheadparishcouncil.gov.uk). **Resolution: to approve the revised name structure fiveheadparishcouncil.gov.uk and an overspend of up to £190 from website reserve, to enable the purchase of the new url, redirection from the old url, changeover of the website and set up of the Clerk's email with additional memory.** Proposed by RW and seconded by MK. Carried unan.
- i) **Resolution: to approve expenditure from the Grounds and Maintenance Reserve for DB to purchase Makita 18V drill, drill driver and battery, up to value of £300 including VAT, from funds donated by the Golf Society.** Proposed by CM and seconded by LH. Carried unan.
- j) Donation of overpayment of £4 (Evans – plot B29) – noted and accepted with thanks
- k) ICCM photographic competition - winners had been announced in the ICCM Winter journal. Photos submitted by MB on behalf of the Parish Council had been successful in winning the general category and highly commended in the Environmental category. Congratulations and thanks to MB.

- l) Redecoration of pensions compliance with the Pensions Regulator had been completed by the Clerk on 7/1/26. This was required every three years.

4838 Correspondence Received

- a) The opportunity to consult on North Curry's Neighbourhood Plan by 9 Feb 26 was noted.
- b) The Levels and Moors LCN had shared a work in progress spreadsheet with 'People, Places and things to do in the Levels and Moors Area' to raise awareness and help combat loneliness.
- c) From Royal Mail, notification of new 'Drop & Collect' light Post Office service, available from Premier Fivehead Service Station, from 15 January 26.

4839 Reports

- a) Village Hall and Playing Field CIO – see Min 4837d
- b) SALC – newsletter received
- c) Cemetery – following successful removal of box hedge, future work/costs to be discussed at February meeting
- d) Highways – ice reported on Butcher's Hill/Ganges Hill 6/1/26, inspected but no action needed at the time, as not severe enough to be a safety issue
- e) Environment/Fixers – i) Thanks received from The Stable Manager and team for the Fixers help, in particular DB's time and organisation, to work with Stable volunteers to complete redecoration of the cafe over the Xmas closure period; ii) Footpath and Cemetery work starting mid-Jan and Highways tasks from Feb onwards, weather permitting; iii) Chp 8 training renewal to be added to Feb 26 agenda
- f) Rights of Way – MB had provided the latest update: i) L11/2 – tree branches removed and path clear. Repairs for bridges and stiles pending; ii) Footpath signposts delivered – L11/1 replaced, L11/6 and L11/33 salvaged and re-set; L11/8 loose, awaiting landowner to help secure; most other posts checked and seem OK at present; iii) L11/51 – Swell Drove checked and some brush cutting/hedge trimming work done by work party before nesting season begins in Feb; iv) L11/53, adjoining L11/51, trimmed by landowner except in middle of bridleway. Some brambles to be tidied by work party.

4840 Planning - see <https://www.somerset.gov.uk/planning-buildings-and-land/view-and-comment-on-a-planning-application/> for details.

- a) **25/02946/FUL** – Land to West of Stowey Lane, Fivehead, TA3 6PR – proposed new agricultural barn - **noted**
- b) **25/02844/FUL** – Stowey Farmhouse, Stowey Road, Fivehead, TA3 6PR – proposed change of use from agricultural field to garden curtilage and creation of a new kitchen garden - **noted**

4841 FY26/27 Budget/precept

- a) Grant request from VH/PF CIO – a request for capital provision within 26/27 precept to support a future play area replacement project was discussed. Proposed plans were supported in principle. Due to project being at very early stages, with only high-level options and outline costings available, financial contribution from the 26/27 budget was not possible. Members were keen to be involved in the consultation process, in order to consider how to be involved when the project has been scoped out, with more detailed plans, including other funding sources.
- b) Draft budget/precept FY26/27 – i) revised budget with precept calculations had been circulated. After discussion, it was agreed to reduce Cemetery maintenance by £500 and review remaining funds available in FY25/26 budget in February. Members were mindful of potential increases within the overall council tax charges from Somerset Council. A precept of £21,500, with an increase of 5.52%, was agreed, plus £338 from Reserves, to support a budget of £21,838 for FY26/27. This would be equivalent to £3.89 increase per annum for Band D properties. **Resolution: to set the precept requirement at £21,500 with £338 from Reserves, to support a budget of £21,838, assuming a grant allocation of £0.** Proposed by KB and seconded by CM. Carried unan. ii) Change in payment of the precept was noted; going forward 50% would be paid in April and 50% in September.
- c) Reserves – to be reviewed again in Feb 26

4842 Finance

a) Payments authorised and unrecorded during previous month:

- (i) Evergreen Garden Services – Cemetery hedge removal (8/12/25) - £510 (inc VAT)
- (ii) Evergreen Garden Services – St Martin's tree trimming (10/12/25) - £864 (inc VAT)
- (iii) Parish Magazine Printing – Newsletter printing (Dec) - £366.75

b) Payments to be authorised:

- (i) Village Hall – Small meeting room (Dec) - £20
- (ii) H Price – Newsletter editor's honorarium 2025 - £200
- (iii) J Parsons – Clerk/RFO – Salary (Dec) - £643.20
- (iv) HMRC – Employer NI (Dec) - £33.93
- (v) J Parsons – Homeworking allowance (Dec) - £26
- (vi) J Parsons – HP Instant Ink (Dec) - £4.49 (inc VAT)

c) Income received:

- (i) NatWest interest (Nov) – £57.76
- (ii) Fivehead Golf Society – Donation for Fixers/tools/maintenance materials - £500
- (iii) Beehive Storage – Newsletter advertising - £60
- (iv) Curry Rivel School (Somerset Council) – Newsletter advertising - £240
- (v) Mandy Bloom Memoirs – Newsletter advertising - £60
- (vi) G J Bailey – Newsletter advertising - £60
- (vii) M Braddock – Defib donation (quiz) - £50
- (viii) M Braddock – Defib donation (event) - £120

d) Internal audit 3 of 4 – completed by LH/MK

4843 Matters of Report, Questions and Items for the Next Meeting

None

4844 Date for Next Meeting

Monday 2 February at 6.30pm at Village Hall, Stowey Road, Fivehead

The meeting closed at 8.10 pm.

Chairman..... Dated.....