

STATEMENT OF INTERNAL CONTROL AND ANNUAL REVIEW OF EFFECTIVENESS OF INTERNAL CONTROL

- 1) Regulation 4 of the Accounts and Audit Regulations 2015, imposes a duty on local councils to ensure “the financial control systems determined by that officer are observed and that the accounting records of the authority are kept up to date.”
- 2) Local councils are required, at least once a year, to conduct, in accordance with proper practices, a review of the effectiveness of its system of internal control. The council is required to sign the annual governance statement (on the Annual Governance and Accountability Return (AGAR) submitted to the external auditor) to evidence that this review has been undertaken.
- 3) In order for the Parish Council to review the effectiveness of the internal control system there needs to be clarity on the internal controls in place.
- 4) Some internal controls are listed in the Financial Regulations document, but the system of controls goes beyond this. A Statement of Internal Controls has therefore been prepared and this is included following this report.

Prepared by: Linda Roslyn
Clerk and Responsible Financial Officer RFO

STATEMENT OF INTERNAL CONTROL

Cash Book/Bank reconciliations	<ul style="list-style-type: none">• The accounts are kept electronically (in Excel spreadsheet format), maintained up to date from original documents (cash received, invoices, payments made and cheques as they are prepared).• The cash book is reconciled to the bank statement at least monthly.• Reconciled accounts are presented in advance of each Parish Council meeting for reference.• The payments and receipts, and bank reconciliation are reviewed and approved by the members of the Parish Council nominated as internal control, with reference to the underlying records (bank statements and minutes plus copies of accounts, papers, etc.) at least biannually.• The monthly accounts statements includes the bank reconciliation and is reported to the full Parish Council and minuted as such.• The latest financial position and movements on the Parish Council's cash balances are reported at each council meeting and can be traced back to the expenditure approved in previous meetings via the minutes and budget statements.
Financial Regulations	<ul style="list-style-type: none">• The Parish Council has adopted financial regulations, based on the model version prepared by NALC/SLCC. The regulations are reviewed for continued relevance and amended where necessary by the Responsible Financial Officer with any proposed amendments subject to approval by the Parish Council

Croscombe Parish Council

Order/Tender controls	<ul style="list-style-type: none"> The Financial Regulations list the number of estimates, quotes or full tenders that must be invited depending on the value and nature of the work. Official orders/letters are sent to suppliers, by the RFO, for services which are not regular in nature.
Payment controls	<ul style="list-style-type: none"> Depending on the nature of the supply, the RFO checks that the supply has been received, that the supply has not previously been paid and that the invoice calculations are correct. Purchase orders/emails/letters ordering the work are matched to purchase invoices where applicable. All invoices for payment are listed on the monthly accounts statement where the expenditure is to be authorised for payment. Original invoices are available to the Councillors signing the cheques or authorising BACS payments. All payments will be made Online, via the Unity Trust Bank Account, will be set-up by the RFO and authorised by two signatories. Direct Debit mandates will be signed by two signatories. The RFO is authorised to transfer funds from one bank account to another (to be authorised by two signatories), but not to make third party payments outside of the bank accounts in any form. Every payment is identified by a sequential unique number (format YY/##). This number is used to identify the transaction in the payments cashbook, on the invoice and the bank statements to provide an audit trail of the payment being made.
Payments made under section 137 of the 1972 LGA ("The Free Resource")	<ul style="list-style-type: none"> A record of Section 137 expenditure is recorded in the accounts. The RFO calculates the maximum amount of s137 expenditure able to be made each year and ensures that it is not exceeded, confirmed to the Parish Council when expenditure is considered either by reference to a specific budget for that payment or to the amount of unspent s137 money available. Where requests for expenditure from s137 are made this is made clear on the meeting agendas where the payment is to be approved. The proper minute authorising expenditure from s137 is prepared on each occasion.
VAT repayment claims	<ul style="list-style-type: none"> RFO ensures that all invoices are addressed to the Parish Council. RFO ensures that proper VAT invoices are received where VAT is payable. RFO maintains a VAT account to show that the correct amount of VAT is reclaimed in the year.
Income controls	<ul style="list-style-type: none"> RFO ensures that the amount of precept received is correct and in accordance with the precept request sent to Somerset Council. RFO ensures that the precept instalments are received when due. RFO ensures that other receipts (deposit interest, allotment rent and burials, etc.) are received when due and correctly calculated. Receipts are issued for cash received and a copy kept. Cash and Cheques are promptly deposited at the Post Office.

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Financial reporting	<ul style="list-style-type: none"> A Budget Statement, comparing actual receipts and payments to the budget is prepared for every meeting, presented to the Parish Council within the Monthly Accounts Statement in advance of the meeting and minuted as such.
Budgetary controls	<ul style="list-style-type: none"> The budget is prepared in consultation with the Parish Council, as evidenced by reports and minutes in advance of the start of the year. The precept is set on the basis of the budget by the deadline set by Somerset Council.
Payroll controls	<ul style="list-style-type: none"> The Clerk is paid under PAYE as an employee and the necessary system for HMRC RTI is in place. The Clerk's salary is set by the Council and a minute is prepared to show the agreed salary. The salary is paid by a bank Standing Order. The RFO will ensure that all the necessary payroll returns are made to HMRC and will retain evidence that this has been done.
Office and clerk's expenses	<ul style="list-style-type: none"> The clerk receives a home working allowance towards the cost of maintaining an office at home, any out-of-pocket expenses and motoring expenses. Expenses are paid via online banking and the expense sheet treated as an invoice for accounting purposes.
Asset control	<ul style="list-style-type: none"> The RFO maintains a full asset register. The existence and condition of assets is checked on a six-monthly basis by a member of the Parish Council. The adequacy of insurance of the Parish Council's assets is considered annually in advance of the insurance renewal.

Completed by	Linda Roslyn, Parish Clerk/RFO			Dated	9 December 2025
Adopted On		Version		Min.Ref	
Reviewed On		Version		Min.Ref	

Somerset Council Report to Croscombe Parish Council meeting Tuesday 16th December 2025

Electoral Boundaries

Somerset residents now have another opportunity to provide their input on new electoral boundaries for Somerset Council, as the Local Government Boundary Commission has reopened its consultation on draft recommendations. The consultation will run from now to January 14, 2026. The decision to reopen the consultation follows the Commission's misunderstanding of Somerset Council's preference for predominantly single-councillor divisions, which was incorrectly interpreted as a formal request for a uniform pattern. This led to concerns that multi-councillor divisions may not receive adequate consideration, prompting the Commission to ensure a fair and transparent review process.

Residents are encouraged to participate by sharing their views, including support for multi-member divisions, as the Commission aims to consider all perspectives. Final recommendations are expected to be published in March 2026, with new arrangements set to take effect in May 2027, pending parliamentary approval.

For further details on the boundaries proposals, visit the Commission's website at www.lgbce.org.uk/all-reviews/somerset. Feedback can also be submitted via email at reviews@lgbce.org.uk or by post to the Review Officer (Somerset), LGBCE, 7th Floor, 3 Bunhill Row, London, EC1Y 8YZ.

Close Circuit Television (CCTV)

Somerset Council's CCTV team has reported nearly 700 incidents to police in the last three months, playing a crucial role in community safety. On November 12, the team alerted police to a fire under a climbing frame in a children's play area in Bridgwater, allowing firefighters to prevent the incident from escalating.

In total, the CCTV team has recorded 690 incidents, processed 391 footage requests from police, and proactively detected 408 incidents during this period. Their prompt actions have led to the apprehension of offenders, including one case where an operator guided police to a handbag thief. The CCTV service, funded by city, town, and parish councils, has recently upgraded systems in Burnham-on-Sea and Street to high-definition cameras, with ongoing upgrades in Taunton, Wellington, and Shepton Mallet.

Multi-User Path

A new 1.3-kilometre traffic-free path connecting Hamwood Viaduct to Thrupe Lane has officially opened, completing a vital section of the Somerset Circle. This scenic route promotes active travel and offers a safe passage for walkers and cyclists to explore the beautiful Mendip area.

The path provides a direct connection and features signposted cycling routes through minor roads, leading riders over the Mendip Hills to Gurney Slade and Chilcompton.

A partnership between local councils and community organisations, this project exemplifies a commitment to increasing connectivity, reducing car reliance, and promoting sustainable travel within Somerset. Under the guidance of the current Lib Dem Somerset Council administration, active travel has gained notable emphasis in recent years, highlighting the dedication to enhancing public health and accessibility.

The overarching vision for a 76-mile traffic-free circuit linking Bristol, Bath, and the Mendip Hills is steadily being realized, creating new opportunities for residents and visitors to enjoy the stunning landscapes of Somerset. The collaboration includes contributions from local landowners, the Strawberry Line Society, and volunteers, showcasing a unified effort towards accessible and environmentally friendly travel options.

The project has been coordinated by charitable organisation [Greenways and Cyclerroutes](#), working in partnership with local councils, the [Strawberry Line Society](#), local landowners and voluntary groups. Invited guests for the opening included former HM Lord-Lieutenant of Somerset, Annie Maw, representatives from [Shepton Mallet Town Council](#), contractors [MP and KM Golding Ltd](#) and volunteers from The Strawberry Line Society, [Shepton Mallet Community Woodland](#), and [Friends of Windsor Hill Tunnels](#).

The route was officially opened by West Mendip [Councillor Ros Wyke](#), and Christopher Somerville, representative of Dinder Estate

Health

Somerset Council urges eligible residents to get their flu vaccination, as cases are already rising this season. Vaccination is crucial to prevent serious health complications, especially for those with underlying conditions.

Eligible groups include pregnant individuals, children aged 2-3, school-aged children, those aged 65 and over, and frontline health workers.

To learn more and book your appointment, residents are encouraged to visit the [NHS Flu Vaccine page](#) or contact their GP practice. Somerset Council has approved new contracts for the Discharge to Assess (D2A) service, enhancing support for residents returning home from hospital. This service offers up to six weeks of tailored assistance, promoting independence and reducing long-term care needs.

Currently assisting about 3,000 people annually, the D2A service helps lower hospital bed occupancy and speeds up recovery at home. The new contracts ensure continuity of care after May 2026.

Full details can be found via the Executive's [Decision Report \(PDF\)](#)

Care

Somerset Council invites public feedback to shape a new three-year Domestic Abuse Strategy focused on prevention, protection, and recovery. The consultation seeks input from residents, organisations, and professionals on how to effectively support those affected by domestic abuse.

The strategy will build on existing work by the Somerset Domestic Abuse Service and partner agencies, ensuring accessibility and responsiveness to community needs. It aims to outline priorities including preventing abuse, protecting at-risk individuals, strengthening professional responses, and supporting recovery.

The consultation is open until January 26. Feedback will inform the final strategy, which will be published later next year.

To participate, visit the Domestic Abuse Strategy Public Consultation page.

For support, contact the Somerset Domestic Abuse Service at 0800 69 49 999, or visit somersetdomesticabuse.org.uk. In emergencies, call 999.

Somerset's Stepping Stones team recently attended a parliamentary reception in Westminster to launch the inaugural National Supported Lodgings Week (NSLW), held from November 9 to 16, 2025. The event, titled "Host the Future," attracted over 150 attendees, including hosts and care workers from the Stepping Stones program, along with the young people they support.

The Supported Lodgings scheme allows individuals or families to offer a room and supportive environment to young people aged 18 to 21 who are leaving care. The initiative aims to help these young individuals build essential life skills necessary for independent living, including cooking, cleaning, and financial management.

The NSLW highlights the positive impact of programs like Stepping Stones and encourages more people to consider becoming hosts by sharing inspirational stories from the hosts and young people involved.

In support of National Care Leavers Month, Somerset Council illuminated County Hall in blue alongside other organizations and landmarks nationwide. For those interested in becoming Stepping Stones hosts, more information is available at fosteringinsomerset.org.uk or by calling 0800 587 9900.

Somerset Council is using the national Accelerating Reform Fund to enhance local care networks, securing £616,000 for community projects that benefit aging residents and those with disabilities. Ten community groups and one Town Council have formed the 'Somerset Cares Alliance,' receiving grants to strengthen local support systems. The fund promotes sustainable infrastructure and access to essential services close to home.

Somerset Council is partnering with organisations across the county to observe the 16 Days of Action Against Gender-Based Violence, focusing on digital domestic abuse, which involves using technology to monitor, threaten, or isolate victims.

Running from November 25 (International Day for Elimination of Violence Against Women) to December 10 (Human Rights Day), the campaign encourages community action to prevent abuse and support recovery for affected individuals. Events, drop-ins, and awareness activities will take place throughout Somerset to highlight online and digital abuse.

The Somerset Domestic Abuse Service, facilitated by the YOU Trust, offers confidential support for those affected by domestic abuse, including digital abuse. For assistance, individuals can call 0800 69 49 999, visit somersetdomesticabuse.org.uk, or email domesticabuseservice@somerset.gov.uk

Highways

In just four months, AI cameras installed on the A361 Frome Bypass have recorded over 4,500 driving offences, raising safety concerns. The offences include 4,407 instances of not wearing seat belts, 119 cases of mobile phone use, and 74 speeding violations exceeding 80 mph.

Currently, the speed limit on the road is 60 mph, but discussions are underway to potentially reduce it to 50 mph. This road has witnessed six fatalities between 2019 and 2024, including four in the past year.

Somerset Council and Avon and Somerset Police are collaborating on a road safety initiative, which includes continued use of AI cameras and a forthcoming engineering scheme aimed at enhancing road safety. Implementation of additional safety measures could begin in late 2026.

Local Community Network (LCN)

I will aim to update on Shepton Local Community Network (LCN) in my next report.

Links

Visit - Report a Problem on the Road: - A list of all reporting pages to do with roads, pavements, lighting:

[Report a problem on the road](#)

Potholes and road damage - Somerset Council repair potholes and other road defects, and maintain our roads, for the safe access of all road users:

[Potholes, road damage and edge loss](#)

Report a problem with a street light - We maintain and repair street lights to national standards to provide safe access to all road users:

[Report a problem with a street light](#)

Roads, travel and parking, road signs, markings and lighting - Includes information about non-illuminated bollards, pedestrian crossings, requesting a village nameplate or a new road sign:

[Road signs, bollards and road markings](#)

Speed limits - Request information about new or existing traffic calming measures:

[Speed limits](#)

Traffic lights -We maintain over 200 traffic light locations throughout the County:

[Traffic lights](#)

Street and roadworks - We maintain the roads and pavements that are managed at public expense in Somerset:

[Street and roadworks problems](#)

Traffic - updates and roadworks follow:

[Travel Somerset on X](#) and [Travel Somerset on Facebook](#).

All ongoing roadworks - available on the Somerset Council website interactive map

[Roadworks and travel information](#)

Somerset Waste - collection days, replacement bins or recycling bags and missed collection reporting:

[Bins, recycling and waste](#)

Travel and Tourist Information

[Travel Somerset - Art, Culture, Events, History & More](#)

Sign-up for the latest climate news from across Somerset:

[Climate newsletter sign-up](#)

Open Somerset Council Consultations - which anyone can complete and take part in shaping the future of Somerset

[Somerset Council - Citizen Space - Consultations](#)

SOMERSET COUNCIL TELEPHONE NO - 0300 123 2224

Martin Lovell

10/12/2025



Re: Cemetery Water Supply

1 message

Croscombe Parish Clerk <clerk@croscombeparishcouncil.co.uk>

13 January 2026 at 10:38

To: Paul Hodge <cllr.hodge@croscombeparishcouncil.co.uk>

Cc: tony hargraves <cllr.hargraves@croscombeparishcouncil.co.uk>, ben Gudzelak

<cllr.gudzelak@croscombeparishcouncil.co.uk>, Ollie Baker <cllr.baker@croscombeparishcouncil.co.uk>, annette ford

<cllr.ford@croscombeparishcouncil.co.uk>, Louise Tully <cllr.tully@croscombeparishcouncil.co.uk>, Chris Jackson

<cllr.jackson@croscombeparishcouncil.co.uk>

Hi Paul

I am happy to approve these works and expenditure, up to £500, in conjunction with Tony (as the Chair) in accordance with Section 4.1 of our Financial Regulations.

This expenditure will be allocated to the budget section for Cemetery Maintenance (balance currently at £650.04) and I will put it on the Agenda for ratification at the 20-Jan-2026 PCM.

Please can you try and get VAT receipts where possible for materials and email them and your bank account details to me for payment (by Tues 20-Jan-2026).

Many thanks

Linda Roslyn (Her/She)

Parish Clerk

Croscombe Parish Council

Telephone: 07734 742977

(Please note - I am only in the Office Tuesday and Thursday mornings and will respond as soon as I can)

www.croscombeparishcouncil.co.uk

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On Mon, 12 Jan 2026 at 08:07, Paul Hodge <cllr.hodge@croscombeparishcouncil.co.uk> wrote:

Good Morning

For you to know I have turned the water supply off at the cemetery because of a significant leak. The leak was reported to me as the flexible hose had burst most likely due to the frost. So I turned the water off after filling the watering can.

So I plan to replace the flexible hose and insulate the piping to prevent frost damage. Are you content that I continue and purchase the materials and carryout the repair?

best wishes

Paul

Accounts Statement & New Invoices

Prepared by L Roslyn, Parish Clerk/RFO

Approved by Minute Ref 148⁽²⁵⁾ b at Parish Council Meeting held on **20 January 2026**

Unity Trust CURRENT T1 A/C				
Opening Balance as at 1 April 2025			19,145.14	
	Less Payments		19,723.54	
	Plus Receipts		19,523.32	
	Less Transfers to Instant Access A/c		4,534.00	
	CURRENT T1 A/C Balance		15,201.77	
Unity Trust INSTANT ACCESS A/C				
Opening Balance as at 10 December 2025			4,534.00	
	Less Payments		-	
	Plus Receipts		5.74	
	INSTANT ACCESS Balance		4,539.74	
	TOTAL BANK BALANCE		19,741.51	
	Payment Type	Receipts (since last meeting)		Budget Section (25-26)
24-Dec	Bacs	Allotment Rent x3	75.00	Allotments
31-Dec		Interest on IA Acct	5.74	Interest
12-Jan	Bacs	HMRC Vat Refund 1-Jul to 31-Dec 2025	1,287.89	VAT
Ref 25-	Payment Type	Payments to be Ratified (made between meetings - examined, verified and certified by the RFO)		Budget Section (25-26)
60	Fee	Unity Trust Bank	6.00	Bank Chrgs
Payments for Ratification Total			6.00	
Ref 25-	Payment Type	New Invoices For Approval (examined, verified and certified by the RFO)		
61	D/D	Ionos - Website/WP Hosting Jan-2025	10.20	Website
62	FPD	PCC of Croscombe - Hire of Hall Jul-Dec 2025	88.00	Meetings
63	FPD	Somerset Assoc Local Councils - Ess Cllr Trng (LT/OB)	50.00	Training
64	FPD	L Roslyn - Travel	7.20	Office/Mtgs
65	FPD	L Roslyn - Salary & HWA Month 10 - January	493.55	Salary
66	FPD	HMRC - PAYE-NICs Month 10 - January	141.90	Salary
Total New Invoices			790.85	
Reconciled Bank Balance			18,950.66	

Signed _____
(Chair of the Meeting)

Date 20 January 2026

Croscombe Parish Council - Budget Statement for PCM 20 January 2026

Ref		Approved Budget 2025/26	Actual Receipts to Date	Forecast Receipts to 31/3/26	Forecast Totals to 31/3/26	Diff +/-	Notes
RECEIPTS							
R1	Precept	13,915.00	13,915.00	-	13,915.00	-	
R2	Cemetery	1,600.00	-	-	-	1,600.00	
R3	Allotment / Field Rental	300.00	310.00	-	310.00	- 10.00	10 x Allotment Plots + Field Rent
R4	VAT Reclaim	-	1,875.02	1.70	1,876.72		
R5	Play Area Funds Raised	-	-	-	-		
R6	Grants - Flood Group (Barriers)	-	3,348.00	-	3,348.00		
R7	Orchard Income/Funds Raised	-	75.00	-	75.00		
R8	Interest on Instant Access Acct.	-	5.74	18.00	23.74		*new* from 10-Dec-2025
	Total Receipts	15,815.00	19,528.76	19.70	19,548.46		
Ref		Approved Budget 2025/26	Actual Spend to Date	Forecast Spend to 31/3/26	Forecast Totals to 31/3/26	Diff +/-	Notes
PAYMENTS							
P1	Salary	5,104.00	5,760.65	1,272.42	7,033.07	- 1,929.07	Incl. extra hours, NICs & HWA
P2	Insurance	550.00	437.00	-	437.00	113.00	
P3	Mem'ship Fees / Subscriptions	500.00	524.45	75.00	599.45	- 99.45	Parish Online
P4	Audit Fees	190.00	190.00	-	190.00	-	
P5	Meeting Costs	96.00	300.42	76.80	377.22	- 281.22	3x mtgs and 4x trvl
P6	Bank Charges	72.00	54.00	18.00	72.00	-	Increase due on 1-Feb-2026 - amount not known
P7	Office Costs	250.00	285.27	87.49	372.76	- 122.76	MS Office
P8	Website Hosting	122.00	85.00	17.00	102.00	20.00	Feb-Mar
P9	Training	300.00	125.00	-	125.00	175.00	
P10	Assets	200.00	-	200.00	200.00	-	*new* Signs for Play Area/Cemetery
P11	Cemetery Maintenance	2,685.00	2,034.96	-	2,034.96	650.04	
P12	Play Area Inspection / Maintenance	400.00	96.00	-	96.00	304.00	
P13	Play Area - B/F**	834.00	-	-	-		Moved to EM Play Park Reserves
P14	Orchard - B/F	1,409.00	14.00	100.00	114.00	1,295.00	Spray & Wassail
P15	Projects	100.00	-	100.00	100.00	-	Water level gauges - app'd 120 ⁽²⁵⁾
P16	Play Area Reserves**	2,000.00	-	-	-	2,000.00	Moved to EM Reserves
	Total Running Costs	14,812.00	9,906.75	1,946.71	11,853.46	2,958.54	
New Items Approved from 1-Apr-2025 and Moved from Payments by the Clerk							
Ear Marked General Reserves (EMGR)							
EMR1	General Reserves/Contingency	1,600.00	32.10	500.00	532.10	1,067.90	Repairs to water supply at Cemetery
EMR2	11ia) ^{17-Jun-25} £700 grant added to £3,348 for flood barriers	4,048.00	4,185.00	-	4,185.00		
EMR3	7iv) ^{17-Jun-25} - VH Windows Grant	3,000.00	3,000.00	-	3,000.00		
EMR4	13iii) ^{15-Jul-25} - 3x Notice Boards	2,610.00	1,305.00	1,305.00	2,610.00		
EMR5	4c) ^{5-Aug-25} & 134 ⁽²⁵⁾ a) - Solicitor fees - land owner legal agreement (culvert)	2,620.00	-	2,620.00	2,620.00		
EMR6	11iii) ^{17-Jun-25} - Play park extra funds**	4,534.00	-	-	-	4,534.00	£1.7k added to £834.00 and £2,000
	Total	12,278.00	8,522.10	4,425.00	12,415.00	5,601.90	
Opening Balance 1-Apr-2025		19,145.14					
Plus Actual Receipts 2025-2026		19,529.06					
Less Actual Payments 2025-2026		19,723.54					
Bank Balances as at 19-Jan-2026		18,950.66					
Plus Forecast Receipts to 31-Mar-2026		19.70					
Less Projected Spend to 31-Mar-2026		6,371.71					
Less EM General Reserves		5,601.90					
Balance Expected at 31-Mar-2026		6,996.75					

Croscombe Parish Council
Budget & Precept 2026-2027 - (v2.0) FINAL

Budget Section	Item of Expenditure	Budget Approved 2025-2026	Budget Proposed 2026-2027	Notes
Section 1 - Non-Discretionary Expenditure				
1.1 Clerk				
a	Clerk's Salary	5,104.00	6,209.30	Increase to SCP 26 (from 8-Aug-2026) + 5% NJC Increase + Employer NICs
1.2 Administration				
a	Clerk's HWA & Mileage Expenses		430.00	As per Clerk's contract of employment
b	General Office Expenses (Inc Eqpt)	250.00	150.00	Reduced (software moved to 1.2h)
c	Bank Charges	72.00	72.00	No advice from bank on increase in 2026
d	Insurance	550.00	480.00	10% estimated increase
e	Hire of Church Rooms	96.00	204.00	12 Meetings (incl. APM) @ £8.50 p/hr
f	AGAR - Audit 2026-2027	190.00	190.00	No change
g	Wesbite & Email Hosting	122.00	122.00	No change
h	Software Subscriptions		250.00	MS Office/Anti-virus/Adobe
1.3 Training (Incl Travel)				
a	Clerk & Cllr Training	300.00	500.00	Recommend this is increased
1.4 Subscriptions				
a	ICO - Data Protection registration	47.00	47.00	No change
b	SLCC - Clerk's Membership		85.00	*new* - approved 134 ⁽²⁵⁾ c)
c	SALC/NALC Memberships	296.45	315.00	Slight increase
d	ICCM Corporate Membership	105.00	110.00	Slight increase
e	Parish Online	75.00	80.00	Slight increase
1.5 Cemetery				
a	General Expenses		100.00	Sign needed
1.6 Play Area				
a	General Expenses	-	295.00	Sign(s) needed
b	Annual Safety Inspection	400.00	105.00	10% increase allowed for
1.7 Grounds Maintenance				
a	Cemetery/Orchards/Playing Field	2,035.00	2,035.00	Shepton Mallet Landscape (<i>renews in 2027</i>)
1.8 Assets				
a	General Expenses & SID	200.00	400.00	New Defib pads Jun-2026
Non-Discretionary Expenditure Totals		9,842.45	12,179.30	
Section 2 - Exceptional Discretionary Expenditure (s137)				
2.1	Play Area Lease - Solicitor Costs		1,765.00	Estimated solicitors costs (Dec-2025)
2.2	South Field Rental - Fence/Legal Costs		2,500.00	Estimated costs (Jan-2026)
Exceptional Expenditure Totals		-	4,265.00	
Section 3 - Ear Marked Reserves				
3.1	General Contingency - 3 Months Running Costs, e.g. Locum Clerk, Admin Costs, SC Election Costs etc.		2,000.00	*new* Somerset Council will charge for any local election costs from 1-Apr-2026
3.2	Orchard Group Funds	1,295.00	1,067.90	Balance from raised/donated funds
3.3	Access Chamber Project - Solicitor's Fees	2,620.00	2,620.00	
3.4	Play Area Funds - Monkey Bars, etc.,	2,534.00	2,534.00	Balance from raised/donated funds
3.5	Play Area - Reserves to replace equipment		4,000.00	£2k per year as agreed in 2024
Ear Marked Reserves Totals		6,449.00	12,221.90	
Section 4 - General Reserves (Non-discretionary and Discretionary)				
4.1	Unanticipated Expenditure / Devolution of SC services / Community Grants	1,600.00	1,496.75	
General Reserves Totals		1,600.00	1,496.75	
		TOTAL SPEND		

Budget Figures to 31 March 2026			
A1	Opening Bank Balances 1-Apr-2025	£	19,145.14
A2	Unreconciled Payments at 20-Jan-2026	£	-
A3		£	19,145.14
A4	Receipts to date	£	19,529.06
A5	Total Spend to date of report	£	19,723.54
A6	Total Reconciled Bank Balance	£	18,950.66
A7	Expected Income to 31-Mar-2026	£	18.00
A8	2025-2026 VAT to Reclaim	£	1.70
A9		£	18,970.36
A10	Less Projected Spend to 31-Mar-2026	-£	3,251.71
A11	Expected Balance as at 31-Mar-2026	£	15,718.65
A12	Less Ear Marked Reserves to 31-Mar-2026	-£	8,221.90
A13	Less New Ear Marked Reserves from 1-Apr-2026	-£	6,000.00
A14	Less New S4 General Reserves from 1-Apr-2026	-£	1,496.75
A15		-£	0.00
B1	Precept Required for 2026-2027		
B2	S1 Non-Discretionary Expenditure	£	12,179.30
B3	S2 Exceptional Expenditure	£	4,265.00
Cannot include income from Cemetery as this is an unknown amount - the Council could consider agreeing to put any income from the Cemetery into S4 General Reserves			
B4	Less Income - Field Rental & Allotments	-£	365.00
B5		£	16,079.30
B6	Band D Annual Payment	£58.80	Increase of £7.89 per year (15.5%)
B7	Precept for 2025-2026*	£	13,915.00
B8	Band D Annual Payment	£	50.91
*This figure did not cover expenditure set out in the budget for 2025-2026 which totalled £16,412 and was not covered by the actual Precept+Income received			

Information Technology and Email Policy

This policy reflects guidance from the Smaller Authorities' Proper Practices Panel (SAPPP 2025, Assertion 10: Digital and Data Compliance) and the NALC/Worknest HR Information Technology Policy Guidelines. It has been tailored for small parish councils using personal and council-owned devices.

1. Purpose and Scope

This policy sets out how all councillors, the Clerk, volunteers and contractors must use information technology (IT) and email when carrying out council business. It applies to anyone using IT systems, software, or email for Parish Council work, whether on council-owned or personal devices.

Its purpose is to ensure that all council business is conducted securely, legally, and in line with best practice, including SAPPP 2025 and the National Association of Local Councils (NALC) guidance.

2. Responsibilities

The Parish Clerk is responsible for ensuring this policy is communicated, implemented, and reviewed annually. The Clerk will also act as the point of contact for IT queries, data protection issues, and security incidents.

All councillors, staff, and volunteers are individually responsible for adhering to this policy.

3. Related Policies

This IT Policy should be read alongside the Parish Council's:

- Code of Conduct
- Data Protection and GDPR Policy
- Disciplinary Policy (for staff)
- Freedom of Information (FOI) and Transparency Code compliance documents.

4. Acceptable Use and Monitoring

IT systems, including email and internet access, must be used primarily for council business. Limited personal use is permitted only when it does not interfere with duties or breach council policies.

The Council reserves the right to monitor council-provided IT systems where there is a legitimate reason (e.g. safeguarding, security, or compliance). Users will be informed that monitoring may occur in line with data protection law.

5. Email Use Protocol

- All official correspondence must be conducted via council email addresses (e.g. clerk@croscombeparishcouncil.co.uk).
- Personal email accounts must not be used for council business.
- Generic accounts will be maintained for continuity when roles change.
- Emails must remain professional, concise, and relevant to council matters.
- Confidential or sensitive information must not be sent unencrypted.

6. Password and Account Security

- Passwords must contain at least 12 characters, including numbers, upper/lowercase letters, and symbols.
- Passwords must not be shared or reused across accounts.
- When an employee or councillor is absent, access to relevant systems may be granted by the Clerk for continuity of business.
- Password-protected files should have passwords shared securely (not in the same email).

7. Computer and Device Usage

- Computers should be logged off or locked when unattended and shut down at the end of each day.
- All files should be saved in a location accessible for backup (e.g. shared cloud drive or Clerk's master copy).
- Personal devices may be used for council work if secure, updated, and password protected (Bring Your Own Device).
- Devices used for council business must have up-to-date antivirus software and operating system updates installed.

8. Data Protection and Privacy

Croscombe Parish Council is a Data Controller under the UK GDPR and Data Protection Act 2018.

All personal data must be collected, processed, stored, and deleted securely and only when necessary.

Data breaches must be reported immediately to the Clerk, who will assess if notification to the Information Commissioner's Office (ICO) is required within 72 hours.

We use Mailchimp to securely store and manage the email addresses of our newsletter subscribers. Mailchimp operates under its own comprehensive GDPR compliant data protection framework, which includes encryption, secure access controls, and clear policies governing the handling and processing of personal data. We ensure that all use of Mailchimp aligns with our wider commitments to data privacy, transparency, and lawful processing.

9. Website and Accessibility Standards

- The Parish Council website must comply with the Web Content Accessibility Guidelines (WCAG 2.2 AA).
- Required publications include agendas, minutes, policies, AGAR, councillor details, and contact information, in accordance with the Transparency Code for Smaller Authorities.
- Accessibility and accuracy must be reviewed regularly.

10. Cybersecurity and Social Media

- All users must take reasonable precautions to avoid cyber risks.
- Approved antivirus software and regular updates must be maintained.
- Two-factor authentication (2FA) should be used where available.
- Only authorised personnel (the Clerk or Communications Lead) may post on official social media or website pages.
- Suspicious emails, links, or attachments must be reported immediately to the Clerk.

11. Misuse and Disciplinary Action

Misuse of IT facilities includes but is not limited to:

- Attempting to discover another user's password.
- Installing or running unauthorised software.
- Accessing inappropriate, illegal, or discriminatory material.
- Circumventing network security or deliberately wasting IT resources.
- Leaving laptops or devices unsecured in public places.

Any misuse may result in disciplinary or formal council action.

12. Training and Induction

- All councillors and staff will receive induction and annual refresher training on IT security, data protection, and responsible email use.
- Updates will be provided when legislation or best practice changes.

13. Reporting Issues

Any suspected security breach, data loss, or cyber incident must be reported immediately to the Clerk, who will log and investigate it and, where required, report to the ICO.

14. Policy Review

This policy will be reviewed annually or earlier if legislative or operational changes require. The Parish Council will minute and approve the policy each time it is reviewed.

Policy History

V1.0 Adopted- January 2026

Minuted- 20 January 2026 – Ref: xxx⁽²⁵⁾a)

CROSCOMBE PARISH COUNCIL

www.croscombeparishcouncil.co.uk

Application for Community Grant

Please read our Community Grant Funding Policy before completing this application.

Name of organisation			
Main purpose of organisation			
Are you a Registered Charity	<input type="checkbox"/> Yes <input type="checkbox"/> No	If Yes – Charity No.	
Usual meeting place and/or address of organisation			
Name of contact:	Mr/Mrs/Ms/Miss (delete as appropriate) Other:		
Position within organisation			
Contact address for correspondence (if different from above)			
			Postcode
Contact Tel			
Email address			
Brief description of the project/scheme that the grant will be used for and how it will benefit the Parish of Croscombe (attach any available information including brief and plans)			
Breakdown of all the costs for this Project (*excluding VAT)(attach any quotes)			
Amount of grant (max £500*excl. VAT)	£	% of Total Project Cost	

Please give an indication of the current balance in hand of your organisation and whether funds are earmarked for any other projects/items:

(It is very important that this section is fully completed. Please do not put 'refer to accounts or balance sheet' but state your actual balance in hand at the time of making this application and what, if anything, it is earmarked for. The Parish Council reserves the right to request a full copy of your most recent accounts and any supporting documents when considering a community grant application):

Current Balance: <i>(as at date of application)</i>	£
Earmarked for other projects/items:	

Other organisations you are applying to or have already received grants from for this project:

Name of organisation	£ Applied For	£ Received	Likely date for decision or date received
<i>e.g. Prince Philip Trust</i>	<i>£500</i>	<i>£500</i>	<i>Jan 2026</i>

For payment of the Grant (if approved)			
Name on Account			
Bank Sort Code		Account No:	

Sign & Date

Signed		Date	
Print Name			
On behalf of			

Countersignature by an adult member if the person signing above is under 18:

Signed		Date	
Print Name			

Please note: applications are dealt with on a case-by-case basis and completion of this form does not necessarily mean that a grant application will be successful in part or whole.

The completed form should be sent to Miss Linda Roslyn, Parish Clerk:

Email – clerk@croscombeaparishcouncil.co.uk

COMMUNITY GRANT FUNDING POLICY

1. Introduction to Policy

The Parish Council recognizes the importance of supporting groups, organisations and charities that benefit the local community. It understands that the making of grants is a valuable method of support.

The purpose of this document is to ensure that Croscombe Parish Council (the Council) has an open, consistent and easily understood approach to awarding grants. A grant is any payment or gift made by the Council to an organisation for a specific purpose that will benefit the Parish, or residents of the Parish, and which is not directly controlled or administered by the Council. The law requires that Section 137 grants must be “in the interests of or will directly benefit the area or its inhabitants, or of part of it, or some of it” and “the direct benefit should be commensurate with expenditure”. Similar considerations will apply when considering applications for other grants.

Croscombe Parish Council will consider applications to provide financial support for projects/schemes benefitting the residents of the villages of Croscombe on a case by case basis.

2. Policy

The Council awards grants, at its absolute discretion, to organisations which can demonstrate a clear need for financial support to achieve an objective which will benefit the Parish by:

- Providing a service
- Enhancing the quality of life
- Improving the environment
- Promoting the Parish of Croscombe in a positive way

The Parish Council will **NOT** award grants to:

- Private individuals
- Commercial organisations
- Purposes for which there is a statutory duty upon other local or central government departments to fund or provide
- “Upward funders” i.e. local groups where fund-raising is sent to a central HQ for redistribution
- Political parties
- Animal charities
- Religious organisations: unless for a purpose which does not discriminate on grounds of belief

This list is not exhaustive and may be added to at the council’s discretion.

3. Availability of Funds

The availability of funds to support voluntary activity is dependent on the Council’s overall financial position and the choices it makes when allocating its resources.

4. Conditions

- a) Grants will not be awarded to individuals.
- b) Grants will not be awarded to regional or national organisations unless they are for a specific project in the Croscombe area.
- c) Only one application for a grant will be considered from any organisation in any one financial year.
- d) The award must be used for the purpose for which the application was made.
- e) Ongoing commitments to award grants in future years will not be made.
- f) Grants will not normally be made retrospectively.
- g) All awards must be properly accounted for and evidence of expenditure should be supplied as requested. If the Council is not satisfied with the arrangements, they reserve the right to request a refund of monies awarded.

5. Application procedure

Organisations requesting financial assistance will be invited to submit a completed application form to the Parish Council Clerk for consideration at a Parish Council meeting after the request is received, and all the required information when making an application has been received. Councillors may also request further documentation should they feel this necessary.

6. Payment of the Grant

If the application for a grant is successful you will receive a response within 14 days of the Council meeting. Payment will be made by online bank transfer upon receipt of proof of expenditure.

If you are unable to use the grant for the purpose it was intended then the Council will withdraw the offer or ask for the grant to be returned.

7. Monitoring and Evaluation

The organisation/group should provide the Council with a report showing how the money was spent at the Annual Parish Council Meeting. If the grant exceeds £2,000 you must provide, within 12 months, a statement in writing to the Parish Council of how the grant has been used.

8. Further information

If you would like to discuss your project/scheme further please contact the Parish Clerk - on Tel: 07734 742977 during office hours – Tuesday 9am – 12noon and Thursday 9am – 11.30am or (preferably) by email: clerk@croscombeparishcouncil.co.uk.

Policy History

V1.1 Adopted- January 2026

Minuted- 20 January 2026 – Ref: xxx⁽²⁵⁾a)

Croscombe Flood Group Report 10th January 2026

Chairmans Report to Croscombe Parish Council

The Group will next meet in January as there is little activity to report.

1. Barriers

Storm rain gauge yet to be secured as approved by CPC. A resident has installed a guage that can be used as a temporary fix.

Culvert Access Chamber

The legal agreement to allow access to the chamber is back in progress for 2026.

2. Culvert Responsibility

The Environment Agency have advised that a second survey is to be undertaken to determine the route of the culvert and so identifying the riparian owners. No progress until after Winter.

3. River Survey

We plan to advise Riparian all owners of their responsibilities in January. Letter prepared by the Clerk to each riparian owner on behalf of Croscombe Parish Council reminding them of their responsibilities to maintain the river walls and channel and when the route of the culvert is determined the riparian owners of the culvert.

4. Attenuation Ponds

Unable to make contact with owner of land adjacent to the A371 so a letter has been sent to his home address.

5. Debris in or near Culvert.

Two members of the Flood group removed a branch from the entrance of the culvert. Later two members of the Flood Group entered the culvert and checked the culvert at the bifurcation. A very large boulder partly blocking the culvert was pushed to one side.

Chair of Croscombe Flood Group

10th January 2026

Croscombe Parish Council

Comments on draft SCC Section 19 Report on January 2024 Flood

There was also a flood of similar proportion and effect in February as all of the recommendations are valid for the February Flood why not combine the two events into one report?

Croscombe, Shepton Mallet and North Wooton Working Group

The Croscombe, Shepton Mallet and North Wooton Working Group was set up following the flooding on 4th January 2024, which included representatives from Somerset Council LLFA, Somerset Council Highways, Somerset Council Emergency Planning Response and Recovery (EPRR), Environment Agency, Farming and Wildlife Advisory Group (FWAG) to discuss prioritised interventions and public engagement. These RMAs have been undertaking a wide range of flood resilience and mitigation activities, including investigating drainage and culvert performance, *What culvert performance has been undertaken in Croscombe. I don't believe any have been undertaken. Unless it is a simple assessment that the culvert is inadequate. However It does sit as an action in p29 "possible culvert capacity improvements".*

assessing river and surface water management, and exploring natural flood management opportunities. They are coordinating with landowners, local flood groups, and technical teams to implement structural improvements, maintain watercourses, and address planning and consent challenges. Additional efforts include community engagement, emergency planning, volunteer recruitment, installation of monitoring equipment, and reviewing long-term strategies for catchment management and property-level resilience. The Somerset Rivers Authority (SRA) and Somerset Council emergency planning team organised a Flood Warden workshop in Shepton Mallet on 8th July as part of the Somerset Prepared roadshow, though attendance was very low. They also offered to run a bespoke workshop for Croscombe and Shepton Mallet communities.

Recommended Actions

These recommendations stand alone and are subject to each action holder's ability to resource them

Action by	Recommended Action
Highways	Investigate the drain and gully network to assess the asset condition status, to ensure that drains meet current standards regarding clearing and maintenance
Parish Councils, SC	Further investigation required into culvert and possibility for capacity improvements <i>This needs to be led by SC as the Parish Council do not have the technical resources for an investigation</i>

SRA, LLFA, Property owners	Educate communities, landowners and property owners on the responsibilities and rules to follow for watercourses on or near their property
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Appendices

Appendix 1: Croscombe Parish Council recommendations following the event

Local Action Recommendations

1. Nominate flood wardens and coordinators.
2. Ensure wardens and residents have a list of actions for before/during/after a flood.
3. Set up WhatsApp groups for communication.
4. Provide risk residents with instructions and warnings.
5. Refresh plans annually; hold Autumn planning meetings.
6. Offer aftercare support for those affected.

County Recommendations

1. Prioritise culvert survey and remediation.
The condition survey has been undertaken by the Environment Agency however a route survey has yet to be completed. When the survey has been completed any riparian owners will be advised of their responsibilities. I understand that Riparian Owners are responsible for repairs is this covered by house insurance? Am I correct in my assertion that it is the Environment Agency that will direct the Riparian owners to make the repairs. From the condition survey can we be advised which repairs are to be progressed.
2. Check/install level monitor on Kilver Court Lake.
3. Undertake riverbed maintenance.

What exactly is riverbed maintenance/ We were advised by the Environment Agency Senior Geomorphologist that large stones which had fallen from walls should be removed. There is currently a very large block stone mid way in the culvert who is responsible for removing this?

4. Improve culvert operation (Rock Street to Jack's Lane).

Can this be expanded so that we know what it refers to. There is a culvert between Rock Street and Jacks Lane but I am advised that this has been filled with concrete in which case it is not a viable option.

5. Review river course through village.
6. Improve approach and exit at Jacks Bridge.
7. Install pipeline from Old Street Lane (report 2012).
8. Review water catchment between Shepton and village.

National Recommendations

1. Review effectiveness of Environment Agency and County Councils.
2. Future planning to identify flood likelihood.
3. Review housing developments on greenfield sites.
4. Review high/medium/low flood risk map.
5. Developers who failed to implement flood mitigation should be legislated.

6. Suggest that we add Review statutes that impose the responsibility of riparian owners of culvert that were installed by quasi local government authorities.

Summary of Recommendations

Very Urgent Work

- Inspect culvert.(completed in 2024) and determine route of culvert
- Undertake repairs as necessary.

Urgent

- Assess culvert flow capacity. And determine works to improve capacity eg ?open channel
- Maintain riverbed.
- Reinstate continuous flow to bypass school to Jacks Bridge.see above comment
- Repair wall near school bus stop.
- Repair wall at Dinder Estates field.

Longer Term

- Improve approach and exit at Jacks Bridge.

Other Possibilities

- Consider retention ponds upstream.
- Install pipeline from Old Street Lane.
- Install level monitor on Kilver Court Lake.

Somerset Council Report to Croscombe Parish Council meeting Tuesday 20th January 2026

Finance

Somerset Council's Leader, Bill Revans, cautiously welcomes the three-year Local Government Finance Settlement for 2025/6, which includes a 13% increase in Core Spending Power over three years. However, he emphasises the need for a fairer funding model that doesn't over-rely on Council Tax, as approximately 97% of this increase is expected to come from local taxpayers. Cllr Revans says: "The reliance on Council Tax is unsustainable for essential services".

While the council anticipates being marginally better off next year, it faces significant future funding gaps due to ongoing pressures in children's services, placement costs, and homelessness.

Cllr Revans stated that the current funding model for Local Authorities is inadequate, and Somerset Council is again applying for Exceptional Financial Support (EFS) from the Government. He also encourages public participation in the Council's Budget Consultation, which is open until January 14. The online Budget Consultation survey can be accessed here: [Somerset Council Budget Consultation](#). Additionally, paper copies of the survey are available in libraries.

Somerset Council recently met to discuss steps taken regarding statutory recommendations from auditors about budget, governance, and transformation plans for the Council. These recommendations were outlined in the Auditor's Annual Report by Grant Thornton and required public consideration by the Full Council.

The first two recommendations, carried over from 2023/24, focused on the need to develop a sustainable budget and robust transformation plans. In response, the Council highlighted its progress towards financial sustainability, having saved over £50 million in its first two years as a unitary council.

During the same meeting, the Audit Committee addressed a statutory recommendation concerning governance issues in the Glastonbury Town Deal programme, which received £23.6 million from the UK Government's Towns Fund. Somerset Council became the accountable body for this programme in April 2023 and inherited a complex portfolio of externally funded projects. An audit by the South West Audit Partnership revealed governance gaps related to the Red Brick Building Centre Ltd, the parent body for The Life Factory project, prompting the Council to terminate funding for the project and seek repayment of £2.29 million due to financial control concerns.

Ongoing enquiries by Avon and Somerset Police are related to the funding of the Life Factory project, and the Council is committed to protecting public funds while reviewing its governance practices

Care

Somerset Council activated its Severe Weather Emergency Provision (SWEP) over the festive season to ensure rough sleepers could access emergency accommodation.

Outreach teams contacted rough sleepers to encourage them to accept emergency accommodations and provided additional support for those who remained on the streets.

If you're concerned that someone is rough sleeping in Somerset during the severe weather, please visit [Street Link](#) to refer them, so they can get access to suitable accommodation.

You can also learn more about rough sleeping on the Council's [Help for people who are rough sleeping](#) page.

A recent review by the Somerset Safeguarding Adults Board (SSAB) calls for urgent measures to enhance support for adults facing homelessness. The review examined safeguarding practices related to three men receiving care and support from statutory and voluntary agencies in Somerset. Key recommendations include ensuring access to legal literacy training for frontline social workers and housing officers, enhancing the involvement of family and friends in support processes, and conducting a review of safeguarding data concerning the homeless population. The SSAB also recommends collaboration with the Ministry of Housing for a dedicated Homelessness Social Work role and outreach to local Prison Governors for input on safeguarding arrangements.

The findings highlight the need for a multi-agency approach to address gaps in services for those experiencing homelessness and multiple disadvantages. For further details and access to the full report, visit the [Safeguarding Somerset Adults Board website](#)

A C Mole, an independent accountancy firm in Somerset, has spread festive joy by donating over 170 chocolate boxes to children in care across the county. This initiative is part of the firm's ACM Community scheme, which supports charitable efforts in the area.

The donations are directed to young people living with Somerset Council foster carers and in children's homes, highlighting the urgent need for more local foster carers. With over 650 children and young people in care in Somerset, this generous gesture not only provides a sweet surprise for the holidays but also raises awareness about the importance of fostering.

To find out more about fostering or other ways to support children in care, visit the Fostering in Somerset website or call 0800 587 9900

Council Tax

Somerset Council supports households with the lowest incomes through its Council Tax Reduction (CTR) Scheme, and next year's Scheme (from April 2026) will include a 3.8% increase in income band thresholds to maintain discount values, based on the September CPI figure used by Dept for Work and Pension.

Councillor concerns were raised about individuals transitioning from legacy benefits to Universal Credit who have lost, or will lose, their automatic 100% Council Tax discount. To address this, Somerset Council will assess those adversely affected through the Exceptional Hardship Fund, where appropriate.

Additionally, a Councillor-led Task and Finish Group will be formed, to fully explore the Government's changes to benefits and how the changes have adversely affected some of Somerset's vulnerable residents. The CTR scheme is reviewed regularly, with a full review scheduled for 2026-27.

Transport

Somerset Council is investing £3.78 million from the government to enhance electric vehicle (EV) charging. Residents can suggest locations for at least 1,606 new chargepoints (3.5kW and 7kW), focusing on serving those without off-street parking.

Residents are invited to propose sites near homes, local roads, or busy areas through the Council's webpage: Electric vehicle charging.

Proposals will be assessed based on safety and accessibility. Only Council-owned sites will be considered for installation, with further evaluations conducted by the preferred supplier.

Community engagement is essential, and local input will shape the final locations, ensuring that we create a sustainable and accessible charging network. Regular updates will be provided throughout the process. Your suggestions will help ensure chargepoints are effectively placed for community benefit. Residents can submit suggested on-street locations via the Council's website:

<https://www.somerset.gov.uk/roads-travel-and-parking/electric-vehicle-charging/> Councillors have deferred the proposal to introduce Sunday parking charges across Somerset following public consultation. The aim was to harmonise charges to ensure consistency, but community and councillor feedback led the Council's Climate and Place Scrutiny Committee to recommend against implementation.

Somerset Council's Executive Committee agreed on the need to develop a comprehensive parking policy that addresses all aspects of parking, including on and off-street options, tariff structures, and accessibility. This policy will be reviewed in early 2026, as different charging principles currently exist across the county's 200 council-run car parks.

Devolution

Council leaders, including Cllr Nick Ireland (Dorset), Cllr Bill Revans (Somerset), Cllr Ian Thorn (Wiltshire), and Cllr Millie Earl (BCP), urged immediate government action to seize the opportunities their combined region offers, warning that delays could hinder regional progress.

All councils in Wessex are unitary authorities, well-placed to deliver devolution and support the government's growth priorities. The English Devolution White Paper emphasises that enhanced funding is tied to devolution deals; without one, Wessex risks being left behind.

Analysis from the councils indicated that creating a Strategic Authority for Wessex could close the funding gap, unlock £16 billion in economic value over 30 years, and attract investment in key sectors like defence and clean energy

Volunteers

Somerset Council celebrated International Volunteer Day 2025, acknowledging the vital contributions of over 1,400 volunteers supporting 20 different services across the county. The day highlighted the theme "Every Contribution Matters," underscoring the crucial role Somerset volunteers played in strengthening communities and driving positive change.

For those interested in starting their volunteering journey please e-mail volunteer@somerset.gov.uk. Here are places where you can get involved:

- Library volunteers: Roles for under-18s, digital support, and activity/event helpers.
- Ham Hill Visitor Centre: Welcoming visitors.
- Wedding ceremony ushers: Making special days memorable.
- Countryside and Rights of Way: Surveys and conservation work.
- Volunteer drivers: Helping people get to appointments.
- Arts and culture: Supporting events at Octagon and Westlands.

Youth services: Route1 Advocacy and independent visitors.

Local Community Network (LCN)

The Shepton Local Community Network (LCN) Link Adviser is currently on bereavement leave. I will update on activities in due course.

Domestic

Residents in Devon, Plymouth, Somerset, and Torbay are being warned to stop using certain integrated heat pump tumble dryers after a national safety alert revealed a serious fire risk. The warning affects models produced by Haier sold under brands such as Baumatic, Candy, and Hoover, with around 85,000 affected appliances still in homes across the UK.

An internal short circuit during normal use can potentially cause a fire. While Haier initially began repairs earlier this year, the fixes were found to be inadequate, and they are now arranging enhanced repairs. Residents are advised to check their dryer model on the manufacturer's website and stop using affected appliances immediately.

Links

Visit - Report a Problem on the Road: - A list of all reporting pages to do with roads, pavements, lighting:

[Report a problem on the road](#)

Potholes and road damage - Somerset Council repair potholes and other road defects, and maintain our roads, for the safe access of all road users:

[Potholes, road damage and edge loss](#)

Report a problem with a street light - We maintain and repair street lights to national standards to provide safe access to all road users:

[Report a problem with a street light](#)

Roads, travel and parking, road signs, markings and lighting - Includes information about non-illuminated bollards, pedestrian crossings, requesting a village nameplate or a new road sign:

[Road signs, bollards and road markings](#)

Speed limits - Request information about new or existing traffic calming measures:

[Speed limits](#)

Traffic lights -We maintain over 200 traffic light locations throughout the County:

[Traffic lights](#)

Street and roadworks - We maintain the roads and pavements that are managed at public expense in Somerset:

[Street and roadworks problems](#)

Traffic - updates and roadworks follow:

[Travel Somerset on X](#) and [Travel Somerset on Facebook](#).

All ongoing roadworks - available on the Somerset Council website interactive map

[Roadworks and travel information](#)

Somerset Waste - collection days, replacement bins or recycling bags and missed collection reporting:

[Bins, recycling and waste](#)

Travel and Tourist Information

[Travel Somerset - Art, Culture, Events, History & More](#)

Sign-up for the latest climate news from across Somerset:

[Climate newsletter sign-up](#)

Open Somerset Council Consultations - which anyone can complete and take part in shaping the future of Somerset

[Somerset Council - Citizen Space - Consultations](#)

SOMERSET COUNCIL TELEPHONE NO - 0300 123 2224

Martin Lovell

06/01/2026

Clerk's Report for PCM – 20 January 2026

Date	Action/Correspondence	Comments
6/1/26	SWAST notification that defibrillators had been 'orphaned' – sent LTs contact details as guardian	LT – to follow up please request they be re-instated
	Temporary road closure notice 8-Feb-2026 - East Compton Road, Whitsone Hill, Woodlands Road To Stockbridge Lane and Havyatt, Pilton, West Pennard and Glastonbury	Sent to all Cllrs
	Invoice from JD – Hire of Church Rooms	Incorrect – requested correct invoice – to be approved PCM 20-Jan-2026
	Pension Re-enrolment for Clerk	Completed online
	Audit of Clerk's email folders	Extra hours - 1½
8/1/26	Orchard - Wassail risk assessment	Received from LT
	Clerk's comments on employment	Sent to all Cllrs
	Audit of Clerk's email folders	Extra hours - 1
13/1/26	Water supply at Cemetery – authorisation of expenditure for PH to complete repairs	Cc'd all Cllrs – to be ratified PCM 20-Jan-2026
	Croscombe & Shepton Mallet: Section 19 report draft for comment	Sent to PH to draft response and circulate to all Cllrs – to be approved PCM 20-Jan-2026
	SALC Newsletter	Sent to all Cllrs
	Roundabout – venue correction to our 'ad' for PCMs	Sent to Liz and cc'd all Cllrs
	PKF Littlejohn – Auditors	Emailed change of contact details
	Creation of new policies – IT/Email & Grants (including info on S137)	Sent to all Cllrs - to be approved PCM 20-Jan-2026 Extra hours - 1½
15/1/26	Flood Warden Lunch and Learn Sessions 2026	Sent to PH, CJ
	Temporary road closure notice – 11-Feb-2026 - Old Frome Road To Underhill, Long Hill, Bath Road and Kilver Street, Ashwick	Sent to all Cllrs
	Changes to Grant Policy	Sent to all Cllrs - to be approved PCM 20-Jan-2026
	Internal Auditor meeting	Arranged for 7-Apr-2026
	Summons to PCM 20-Jan-2026	Sent all Cllrs and ML
	Public Notice of PCM 20-Jan-2026	Sent AF/CJ for notice boards
	Change of Meeting Dates 2026 Notice	Sent AF/CJ for notice boards
	Electoral Register	Emailed SC to request latest version
	Work on Budget-Precept 2026-2027 Agenda and meeting documents	Extra hours – 1 Extra hours - 1½
18/1/26 (Sunday)	Burial request – response to funeral director and document updated	Following messages from LT and AH Extra hours - 1½
19/1/26	Budget/Precept 2026-2027	Sent to all Cllrs Extra hours - 1½
20/1/26	Shepton LCN Meeting – 26-Jan-2026 (online)	Sent to all Cllrs – anyone attending?
	Query to ML re: other PC's Precept amounts	Reply not very helpful
	Somerset Council Clerk's Meeting 21-Jan-2026	Sent apologies and asked for recording
	Somerset Council – Dog Control Consultation	Sent to all Cllrs - to be considered at PCM 3-Feb-2026
	Request for permission to site benches in the Orchard	Acknowledged, cc'd LT/AH and to be considered at PCM 3-Feb-2026
	Riparian owners letter and FAQs Leaflet	Confirmed with PH and printed 30 copies of each
	All Cemetery documents updated (x5) with new Clerk's contact details	New versions uploaded to our website
	Love Your Countryside: New Awards in Somerset	Sent to LT, cc'd all Cllrs – possibly - to be considered at PCM 3-Feb-2026

Somerset Council Dog Control PSPOs

Consolidation and Consultation 2026

FAQs – Members & Parishes version

1. What is Somerset Council doing regarding Dog Control PSPOs?

Somerset Council plans to:

- Consolidate all existing dog control Public Spaces Protection Orders (PSPOs) across Somerset.
- Introduce a new dog control PSPO in the Taunton Deane area.
- Ask Members and Parishes to review existing PSPOs in their areas before the official consultation launches.

2. Why are changes to PSPOs needed?

To improve the process and outcomes.

Different areas of the county currently have separate dog control PSPOs, each requiring review every three years. This creates:

- Administrative burdens
- Inconsistent enforcement
- Public confusion
- Reduced effectiveness in addressing dog-related antisocial behaviour

3. What law allows the Council to enforce Dog Control PSPOs?

PSPOs are legal tools available under the **Anti-social Behaviour, Crime and Policing Act 2014** to tackle behaviours harmful to community quality of life.

4. What will the new proposed PSPOs include?

Somerset Council intends to replace the patchwork of existing orders with **two comprehensive PSPOs**:

1. **Dog fouling & dogs-on-lead by direction:**

- Offence not to pick up dog faeces anywhere the public has free access
- Authorised officers may instruct a dog to be put on a lead if needed for safety or nuisance concerns

2. **Dog exclusion zones & mandatory lead areas:**

- Dogs excluded from enclosed play areas, ornamental gardens, cemeteries, burial grounds
- Dogs must be on leads at all times in high-footfall places such as Vivary Park, Taunton

5. What is the purpose of consolidating the PSPOs?

Consolidation will:

- Improve consistency
- Simplify public understanding
- Reduce administrative reviews
- Enable better joint working with Members, parishes, communities, police and stakeholders

6. What do Members and Parishes need to do now?

You're asked to:

- Review existing **dog control** PSPO details (not other types of PSPOs)
- Suggest any potential inclusions, such as new burial grounds or play spaces that meet the criteria i.e. enclosed by a continuous fence (barrier) and for children under 5 years
- Inform us of play spaces that are no longer relevant
- Provide any additional relevant information

7. When does this pre-consultation with Members and Parishes end?

Friday 20 March 2026.

8. So where can we review current dog control PSPOs?

You will find full details here: <https://www.somerset.gov.uk/environment-and-food-safety/public-spaces-protection-orders/>

9. And where do we feedback any comments or suggestions?

All feedback to be sent to: consultations@somerset.gov.uk

10. Can changes be added later than the 20 March deadline, for example during the live public consultation?

No. Any amendments needed to the current dog control listings must be identified and applied before the consultation is published. Once the formal public consultation begins, changes, updates and revisions can no longer be added.

11. When will the public consultation go live?

The public consultation is expected to launch sometime during **summer 2026** and will remain open for **six weeks**. Notice of the confirmed date will be given well in advance.

12. Will maps be available during the consultation?

Yes. Interactive maps will form part of the consultation. They will show all relevant sites and who is responsible for them. These will be accessible online as part of the consultation materials.

13. Who can participate in the consultation?

- Somerset Council Members
- City, town and parish councils
- Residents
- Visitors
- External stakeholders and partners

Everyone will be invited to share their views to ensure the orders reflect local needs.

14. What support is needed from Members and Parishes when the consultation is launched?

It's hoped Members and Parishes will help:

- Promote the consultation
- Encourage community participation
- Ensure a wide representation of views

15. Are there any final points or clarifications Members and Parishes should note?

- Dog fouling applies everywhere the public has free access — no need to list specific areas.
- New PSPOs will override local bylaws where applicable.
- Enforcement will remain with Somerset Council, not parish/town councils.
- All councils, including those newly consulted, should still review details.
- Queries and feedback can be sent to: consultations@somerset.gov.uk. This is a monitored inbox, and you will receive a response.

16. What is the timeline for the PSPO consolidation project?

- **January 2026:** Member and Parish briefings.
- **Jan–20 March 2026:** Pre-consultation review period.
- **Summer 2026:** Public consultation opens for six weeks. Date tbc.
- **Post-consultation:** Results published.

Re: Croscombe Defibrillators

1 message

Croscombe Parish Clerk <clerk@croscombeparishcouncil.co.uk>

6 January 2026 at 10:46

To: Find A Defib <FindADefib@swast.nhs.uk>

Cc: "cllr.hargraves@croscombeparishcouncil.co.uk" <cllr.hargraves@croscombeparishcouncil.co.uk>, Louise Tully <cllr.tully@croscombeparishcouncil.co.uk>

Hello Abbie

Thank you for your email. I took over as the new Clerk at Croscombe Parish Council in August 2025 and am in the process of sorting a few things out!

I can however advise you that Councillor Louise Tully is the Guardian for our defibs - her contact details are cllr.tully@croscombeparishcouncil.co.uk - Tel: 07747 146022. I'm not sure if she was ever passed the information with regards to The Circuit but I have cc'd her into this email so that she can set up an account.

Once an account has been set up on The Circuit we can make sure more people have access to it as necessary.

With kind regards

Linda Roslyn (Her/She)

Parish Clerk

Croscombe Parish Council

Telephone: 07734 742977

(Please note - I am only in the Office Tuesday and Thursday mornings and will respond as soon as I can)

www.croscombeparishcouncil.co.uk

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On Tue, 6 Jan 2026 at 09:09, Find A Defib <FindADefib@swast.nhs.uk> wrote:

Hi,

I hope you are able to help.

I am contacting you from South Western Ambulance Service, Defibrillator project team. You have two defibrillators in the village, one located at the Village Hall and the other is located in the phone box, opposite the pub.

These defibrillators are registered on the national defibrillator database, The Circuit and have not been checked in Over 2 years. I contacted Cllr Rogers, who explained he was no longer the councillor and wishes to no longer look after them. This has made both defibrillators Orphaned. Orphaned meaning there is no guardian to look after them.

We need somebody to become a guardian and look after both defibrillators. Currently they are showing as not available, this means they are not available to be sent to a member of public in an emergency.

Due to the change around of councillors, ideally for the defibrillators I believe the account should be registered to an account that anyone can access. Or if this was not possible, you can add more than one guardian to the account, so this doesn't happen again. The defibrillators need to be updated via The Circuit at least every 90 days to let us know the defibrillator is ready to be deployed to an incident if there was an emergency.

Next steps:

Create an account for The Circuit – www.thecircuit.uk

Follow the instructions for orphan defibrillator. You will need to do this twice as there are two defibrillators.

I have attached some guidance for you.

Look forward to hearing from you.

Kind regards

Abbie Fitzgerald | Emergency Ambulance Associate | The Defib Project



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