

# CROSCOMBE PARISH COUNCIL

✉ clerk@croscombeparishcouncil.co.uk | 🌐 www.croscombeparishcouncil.co.uk | ☎ 07734 742977

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## Dear Member of Croscombe Parish Council

You are hereby summoned to attend an Ordinary Meeting on Tuesday 7<sup>th</sup> July 2026 at 7.00pm in the Church Rooms, Church Street, Croscombe to transact the following business.

The right for the public and press to attend a Parish Council Meeting is established under the Openness of Local Government Regulations 2014 as well the right to record, film and broadcast meetings. If anyone wishes to film, photograph, or audio record this public meeting, you must inform the Clerk at least 24 hours in advance to ensure obligations under the Data Protection Act, Human Rights Act, and other legislation are met.



Michaela Chewins, Parish Clerk  
2<sup>nd</sup> June 2026

## AGENDA

- 51/26      Public Forum Session  
15 minutes will be allowed for questions and comments from members of the public.  
Parish Council meetings are open, and members of the public and press are welcome to attend. Such entitlement does not include the right to speak except during the Public Forum, where each member of the public is entitled to speak once on issues affecting the Parish. Any questions asked shall not require a response or debate. The Council may wish to consider the matter in more detail at a later date before making a full response. (Please see the Council's Standing Orders for further information – available on the website or on request from the Parish Clerk).
- 52/26      To receive apologies for absence.
- 53/26      To receive declarations of any pecuniary or non-pecuniary interests from members regarding matters on the agenda.
- 54/26      To approve the minutes of the Parish Council meeting held on Monday 1<sup>st</sup> June 2026.
- 55/26      To review actions agreed at the Parish Council meeting held on Monday 1<sup>st</sup> June:  
  
(a) 2x copies of Clerks contract to be printed for signing  
(b) Clerk to send off bank forms to amend details and signatories  
(c) Annual insurance quote to be amended and paid  
(d) Clerk to submit planning objection as agreed

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(e) Clerk to email Patas to request auditing services for 2026-2027 audit

- 56/26 To receive an update on the Parish Councillor elections.
- 57/26 To review the Parish Council's finances and projected spending.
- 58/26 To consider the placement or movement of noticeboards.
- 59/26 To consider methods for managing traffic in Croscombe including; the request for consultation with Somerset Council regarding traffic measures; liaising with the traffic action group; consider the re-establishment of a Traffic Working Group.
- 60/26 To note receipt of the email regarding Croscombe Cemetery and consecration status.
- 61/26 To consider the issue of food scraps being deposited in the pound and measures the Parish Council can take to maintain and protect the area, including understanding who owns the land and who is responsible for maintaining the wall.
- 62/26 To approve the council bio-diversity policy.
- 63/26 To consider cancelling the website subscription with IONOS and move to a gov.uk site managed by Parish Council Websites.
- 64/26 To consider training on park inspections and agree on the method of recording and storing fortnightly park inspection reports.
- 65/26 To consider the Scoping Consultation for the Somerset Local Plan and if the Parish Council would like to make a response.
- 66/26 To receive and note Somerset Councillor Lovell's update report.
- 67/26 To consider the following SALC .training request for Cllr Wilkins:  
The Code of Conduct: Councillors Interests (£25)  
Councillor Essentials Part 1: Roles & Responsibilities (£25)
- 68/26 To consider upcoming events at the Orchard and agree on a process and timeline for approving events put forward by the Orchard Working Group.
- 69/26 To approve the following payments:

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Payee	Detail	Amount
Michaela Chewins	Clerk's salary	£801.79
Michaela Chewins	Home Working Allowance Mileage (41 miles @ 45ppm) Printing (40 pages @15pps)	£26 £18.45 £6
HMRC	PAYE	£288.18
Tony Jay	Locum Clerk – Mentoring Service	£45
Parish Council Websites	Email hosting and domain registration	£420

70/26 To note any planning or enforcement matters:

Application Number	Location	Proposal	Date for responses
2026/0909/FUL	Land At 359020 143772 Duncart Lane Croscombe Shepton Mallet Somerset	Proposed demolition of existing barn and erection of a new self build dwelling. (revised description 10.06.26)	8 <sup>th</sup> July 2026

71/26 To receive Working Group Updates

- Croscombe Flood Group
- Orchard Working Group
- Play Area Working Group

72/26 To agree actions to be taken forward from this meeting.

73/26 To note the date of the next Parish Council meeting as Tuesday 1<sup>st</sup> September 2026 in the Church Rooms.

End of agenda