

Minutes of a meeting of CREWKERNE TOWN COUNCIL held in the Council Chamber, Town Hall, Market Square, Crewkerne on Monday 27 July 2026.

PRESENT

Cllrs. S. Ashton, M. Best, R. Cosgrove, N. Draycott, K. Head, D. Livesley, J. Morris, J. Nathan, and A. Samuel (Mayor).

In attendance: G. Hughes (Town Clerk), S. Syeda Bowen (Deputy Town Clerk), and two members of the public.

043 TO NOTE APOLOGIES FOR ABSENCE
26/27

Apologies for absence were received from Councillors P. Maxwell (personal reasons), C. Rawe (unwell) and A. Stuart (work commitments).

The reasons for absence were APPROVED.

044 DECLARATIONS OF INTEREST
26/27

Councillor Livesley declared an interest in 031/2627 Boundary Wall, Bincombe as he has an allotment on the site. The Deputy Town Clerk declared an interest in planning application 26/01371/ADV as she is an employee of the applicant.

045 MINUTES
26/27 **To confirm the minutes of the Town Council meeting held on 22 June 2026**

The minutes of the meeting held on 22 June 2026 were AGREED as a correct record.

046 PUBLIC OPEN FORUM
26/27

A member of the public made the following comments:

- They expressed opposition to the proposal for a perimeter path around Henhayes, as they believe that funds could be better allocated elsewhere.
- A request was made for a pedestrian crossing at the bottom of Kithill.
- They suggested the need for an additional car park within the town.

Cllr Best responded that a path at Henhayes had been discussed previously and the Council had decided not to proceed with the proposal. He further noted that planning permission has now been granted for the Miller's Garage site, which includes provision for a long stay car park.

047 TO RECEIVE REPORTS FROM:
26/27 **a. Somerset Councillors**

Councillor Ashton raised the following points:

- Somerset Council has been issued with a Best Value Notice. This is a formal, non-statutory improvement and assurance process through which the Government monitors progress against agreed improvement plans.
- The Local Plan consultation has extended the deadline for responses for a further two weeks
- Applications can now be submitted for flooding alleviation measures. Councillor Best reported that he had requested funding for the Wool Gardens/Blacknell Lane area to

enable a camera inspection of the culvert beneath a building. A further request has been submitted for Chard Road, following advice from the Environment Agency that gridding across the highway may be appropriate.

b. Local Community Network (LCN) representative

Councillor Head reported that, following the AGM, Councillor Best was re-elected as Chair and a West Crewkerne representative was elected Vice-Chair. Updates were received from the Highways and Active Travel subgroups, and priorities for the coming year were reviewed. The next meeting will be held in October and will be attended by the Police and Crime Commissioner.

c. Crewkerne Neighbourhood Policing Team (NPT)

Councillors received a quarterly crime statistics report and noted that the figures were difficult to compare with previous monthly reports. The Clerk was asked to invite a Police officer to attend a future Council meeting.

048
26/27

CLERK'S PROGRESS REPORT

The Town Clerk reported that:

- The Council's summer event at Bincombe Beeches took place on Saturday and was a great success. Thanks were extended to the Deputy Town Clerk for organising her first event and to Councillors who were able to assist.
- The two phone boxes outside the Town Hall have been repainted.
- The fly-tipping alongside the tennis courts fence has been cleared.
- The drains alongside the Henhayes Centre are due to be cleared next week.
- There was a water leak from one of the cemetery taps on Sunday, causing water to pour out. The water was turned off overnight and the pipe has now been repaired by the Grounds Team.
- The Happy Healthy Holidays programme at the GRC begins tomorrow. Councillors are welcome to visit and should contact the GRC manager if they wish to attend.

049
26/27

FINANCE

a. To approve the accounts for payment for June 2026 as listed.

Councillor Best explained that, for Mailchimp entry DD33, the figures in the VAT and net columns had been transposed, but had now been corrected.

Cllr. Nathan verified the accounts for payment in accordance with the Council's Financial Regulations. Accounts for payment for 30 June 2026 in the sum of £13,933.33 were APPROVED.

b. To report that the bank reconciliation for June 2026 have been completed

Cllr. Nathan verified the bank reconciliations for June 2026. It was noted that cash in hand as of 30 June 2026 was £788,641.01.

c. To note that the monthly accounts for the War Memorial Commemoration Trust have been checked

Cllr. Nathan verified the Trust accounts and it was noted that cash in hand as of 30 June 2026 was £10,742.28.

d. To receive the quarterly income and expenditure summary

The Clerk explained that the recent increase in the Grounds Maintenance and Open Spaces budget was due to a change in the alarm monitoring contract for the chapel workshop, lime plastering in the chapel workshop, increased fuel costs, and the purchase of a replacement strimmer.

Councillors noted the report.

e. To note the quarterly investment performance report

The quarterly investment report was noted.

f. To note the issue of a VAT penalty point

The Clerk explained that the penalty point was incurred while the Finance Officer was completing the year-end accounts. No financial penalty applies, as up to five points can be accumulated before a penalty is issued. Measures are now in place to prevent this happening again.

050 **FINANCE SOFTWARE**

26/27 To consider granting the Secretary access to the Council's finance software

It was AGREED that the Secretary be granted access to the Council's finance software for the purpose of checking whether invoices had been paid.

051 **PLANNING – NEW APPLICATIONS**

26/27 To consider new planning applications

a) **26/01371/ADV Crewkerne Post Office 5A East Street Crewkerne Somerset TA18 7AB**

Installation of 1no. external illuminated fascia sign, 1no. external illuminated projecting sign, 3no. illuminated posters inside shopfront windows, 1no. vinyl community message and 1no. external ATM and 2no. non-illuminated signs positioned on front door (opening hours sign, and CCTV sign)

Councillors resolved to SUPPORT this application however commented that they would prefer to see less illuminated signs in a conservation area.

Councillor Ashton left the meeting at this point and did not return.

b) **23/00007/REM Crewkerne Key Site 1 Land East Of Crewkerne Between A30 And A356 Yeovil Road Crewkerne Somerset TA18 7HE**

Approval of reserved matters for appearance, landscaping, layout and scale for 525 dwellings and associated development following outline approval of 05/00661/OUT (Comprehensive mixed use development for 525 dwellings, employment (B1, B2, B8) primary school, community facilities, playing fields, parkland, P.O.S. structural landscaping and associated infrastructure including link road and highway improvements) as amended by 19/03482/S73 and 21/03005/S73

Councillors expressed concern that the proposed works may compromise the Root Protection Area of tree T2446. However, they do not wish to delay the delivery of the link

road and therefore requested that every reasonable effort is made to protect the tree and its root protection area throughout the construction process.

It was agreed to SUPPORT the application, with the above comments submitted to accompany the Council's response.

Councillors requested that the reference to a primary school was removed as this no longer applies. The Clerk will make enquiries with the applicant.

c) **26/01651/TCA Culverkeys Barn Street Crewkerne Somerset TA18 8BP**

Notification of intent to fell No.1 Yew Tree within a Conservation Area. T1 - Yew - The contractor shall undertake the safe dismantling and removal of one Irish Yew tree located adjacent to the driveway entrance. The works shall include: Carrying out a site-specific risk assessment and pre-work safety inspection. Establishing a safe working area with appropriate signage, barriers, and traffic/pedestrian management measures as required. Checking for overhead services, underground utilities, and any other site constraints before commencing work. Sectionally dismantling and felling the Irish Yew using appropriate arboricultural techniques to prevent damage to adjacent structures, boundaries, vehicles, utilities, and landscaping. Lowering branches and stem sections in a controlled manner where necessary. Cutting the stem as close to ground level as practicable. Processing all arisings into manageable sections. Removing all timber, branches, brash, and green waste from site unless otherwise instructed by the client. Leaving the work area clean, tidy, and free from debris.

Councillors noted that the application did not provide an explanation as to why the tree was proposed to be felled and expressed disappointment that no replacement tree planting was proposed.

d) **26/01592/NMA Southern Phase Of Crewkerne Key Site Off Station Road Crewkerne Somerset**

Non Material Amendment to approved Application 20/00149/REM to remove condition 5 as per the submitted letter from Martin Evans Solicitors at the request of Somerset Council.

e) **26/01591/NMA Crewkerne Key Site 1 Land East Of Crewkerne Between A30 And A356 Yeovil Road Crewkerne Somerset TA18 7HE**

Non Material Amendment to approved Application 23/00006/REM to remove condition 5 as per the submitted letter from Martin Evans Solicitors at the request of Somerset Council.

052 **PLANNING – DECISION NOTICES**

26/27 **To receive planning decision notices from Somerset Council**

a) **26/01551/TCA Old Bincombe Poples Well Crewkerne Somerset TA18 7ES**

Notification of intent to Fell No. 1 Tree and Carry out Tree Surgery Works to No. 3 Trees within a Conservation Area. Beech (1) - Reduce the 4 large lowest branches towards neighbours to the North East by 4.5m to secondary branches Variegated Holly (2) - Fell and grind out stump Copper Beech (3) - Remove 50mm diameter branch in adjacent pittosporum crown to Southwest and shorten other branches to Southwest to clear crown of pittosporum Bird Cherry (4) - Shorten leaning side branch on LV power line side by 3m back into rest of crown

DECIDED

- b) **26/01273/FUL Land At Falkland Square Market Street Crewkerne Somerset**
Installation of stand alone frame with defibrillator and bleed kit cabinets for community use

APPROVED

Councillors asked the Clerk to make enquiries regarding responsibility for the defibrillator and how the ongoing cost of replacement supplies would be funded.

- c) **26/01385/COU Shield House Blacknell Lane Crewkerne Somerset TA18 7HE**
To subdivide an existing Class B2 General Industrial Unit into three units and change their use to Class B2, B8 and Class E(C)(D)(F)&(G)

APPROVED

053
26/27 **BOUNDARY WALL, BINCOMBE**
To review quotations for repairs

Councillor Livesley left the room.

Councillors commented that, once the wall has been repaired, it should be kept free of vegetation to help prevent future deterioration.

The Council RESOLVED to appoint NNBD Building Ltd to undertake the works at a cost of £11,844 for Priority 1, £13,194 for Priority 2, £11,190 for Priority 3 and £12,394 for Priority 4. Authority was delegated to the Town Clerk to obtain and manage any planning permission, statutory consents or other necessary approvals, and to the Operations Manager, in consultation with the Town Clerk, to make the necessary arrangements for the delivery of the works.

Councillor Livesley returned to the room.

054
26/27 **DEVOLUTION OF SOMERSET COUNCIL ASSETS**
To determine whether the Town Council wish to express an interest in any assets identified for potential transfer

It was AGREED to express an interest in the circular piece of land at Langmead Place. The Clerk was to make further enquiries.

055
26/27 **TELEPHONE CALL HANDLING SYSTEM**
To consider the introduction of an automated telephone call handling system for incoming calls

The Council AGREED to introduce a call handling system, and delegate the necessary arrangements to the Town Clerk.

056
26/27 **TOWN HALL ROOF AND GUTTERS**
To review quotations to undertake guttering clearance following the withdrawal of the previously appointed contractor

The Clerk explained that this matter had previously been considered by the Council and a contractor had been selected. However, the chosen contractor has since withdrawn from the project.

The Council RESOLVED to appoint Rowsell Roofing to undertake the works at a cost of £2,633 plus VAT.

Councillor Nathan reminded the Clerk that the works could not be undertaken over the weekend of the Charter Fair.

057 DRAFT LICENCE FOR SPORTS CLUBS

26/27 To consider and adopt a draft licence agreement for the Rugby and Football club in respect of their use of the Council's facilities

It was AGREED to defer the item to the next meeting to allow the sports clubs additional time to submit their comments.

058 TO RECEIVE THE FOLLOWING MINUTES:

26/27

- a) Reports from Town Council representatives to outside bodies
- b) Amenities Committee: 11 May 2026
- c) Joint Burial Committee: 2 June 2026
- d) Planning & Highways Committee: 8 June 2026
- e) War Memorial Commemoration Trust: 23 June 2025

No outside body reports were received. All minutes b) to e) were duly noted and AGREED.

059 TO RECEIVE MATTERS OF REPORT (for information only)

26/27

Councillors discussed the following matters:

- Somerset Council will fell the dead walnut tree outside the Henhayes Centre in August. A crown reduction will also be undertaken on the tree at the entrance to Abbey Street car park.
- Somerset Council is developing a Somerset Connectivity and Integrated Transport Strategy (SCITS), and a consultation has opened.
- Crewkerne in Bloom has successfully secured a grant for additional water butts.
- Adam Dance MP will be holding a surgery outside the Town Hall on Wednesday 29 July. Councillor Nathan will attend and raise the issue of the s106 funds (capital grant) for Miller's Garage, which are no longer earmarked.
- The Clerk was asked to contact Misterton Parish Council regarding fly-tipping in a layby opposite the station.
- An incident was reported where a wheelchair user became caught in refuse left on North Street.
- Further signs of fire damage have been reported at Bincombe Beeches, including damage to a tree and a memorial plaque. The picnic bench has also been graffitied. The Clerk was asked to thank the resident who recently extinguished the BBQ fire and to contact the police requesting evening patrols of the area.
- Kerbside collection issues on various streets were discussed, along with streetlights between Redgate Park and Broadshard remaining illuminated. These matters will be reported to Somerset Council via its website.
- Concerns were raised regarding the replacement streetlight in the churchyard; however, it was noted that the installation would have required approval from the Conservation Officer.
- The Government's announcement of a £2 cap on bus fares in 2027 was noted.

060
26/27

NEXT MEETING

Monday 10 August 2026, 18.45, Council Chamber, Town Hall, Market Square, Crewkerne.

The meeting closed at 20.09

Signed:

Dated:

TC27July2026

DRAFT