

SPARKFORD PARISH COUNCIL

you are summoned to the Parish Council meeting on
Monday 6 October 2025 at 8.00 pm at Sparkford Parish Hall

AGENDA

Before the meeting, there will be a public session to enable people to ask questions and make comments. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting. Members of the public are asked to restrict their comments, and/or questions to three minutes

2025

SPC42 Apologies for absence

SPC43 Declarations of Interest – Members to declare any interests they may have in agenda items that accord with the requirements of the Councils Code of Conduct

SPC44 Minutes of the Parish Council meeting on 1st September 2025 to be approved and signed by the Chair

SPC45 Crime – reports/issues to be noted

SPC46 Somerset Councillors – update reports

SPC47 Highways – reports/issues to be noted

SPC48 Planning Decisions

- a) 25/01800/HOU Removal of 2 no C20, defective flat roof dormer roof structures and metal framed single glazed windows, and construction of 2 no. replacement pitched roof dormer structures with double glazed timber casement windows. Brooklands Farm, Brains Lane, Sparkford **Application permitted with conditions**
- b) 25/00801/LBC Removal of 2 no C20, defective flat roof dormer roof structures and metal framed single glazed windows, and construction of 2 no. replacement pitched roof dormer structures with double glazed timber casement windows. Brooklands Farm, Brains Lane, Sparkford **Application permitted with conditions**
- c) 25/02067/TPO Application to carry out tree surgery works to no. 1 tree as shown within the Yeovil District Council (SPAR 1) 1978 Tree Preservation Order T1 – removal of epicormic growth. 1 Cherry Pie Lane, Sparkford **Approved**

SPC49 Planning Applications. An invitation to speak, for up to 3 minutes, on individual applications will be offered

- a) 25/02335/S73 S73 application to vary condition 2 (approved plans) to change design of the garage in relation to approval 24/02468/HOU for Erection of oak frame garage. Little Weston House, Little Weston Road, Sparkford
- b) 22/01598/OUT Outline application with all matters reserved except for access for the creation of commercial buildings under Use Class B2 and B8. Land south of High Street, Sparkford – update on planning condition relating to traffic survey

SPC50 Matters Arising not included in other sections

- a) McDonalds and Hazelgrove Services - outstanding issues update
- b) To consider adoption of IT policy
- c) To agree specification for greenspace maintenance in Sparkford
- d) To consider potential projects for S106 / CIL funding
- e) Local Community Network (LCN) – update
- f) To note resignation of Parish Clerk and discuss recruitment process
- g) To discuss formation of a Human Resources Committee also positions for Councillors within the Council, SID co-ordinator, Flood Warden, Rights of way/Footpaths, Highways/greenspaces, New Village Hall liaison.
- h) To discuss Daisy Woods, Legacy agreement, finances and disposal of summerhouse
- i) To consider proposal to re-instate link to the SPARK magazine on the Parish Council website

- j) To discuss the Somerset Community Working Review and agree who will respond
- k) To discuss future meetings - day and time
- l) To review asset register
- m) Report form Clerk re position with Battens

SPC51 Financial Matters

- a) To agree contributions towards insurance to be requested from the Village Hall and Playing Field Committees
- b) Accounts update – to note
- c) To note agreement on NJC pay scales and pay offer for 2025/26 and that the award is backdated to 1 April 2025
- d) To consider purchase of replacement grit bin
- e) Payment to Mrs L Davis (Parish Clerk salary)
- f) Payment to Mrs A Tuck (Locum Clerk)
- g) Payment of £50 to Sparkford Playing Field for grass cutting at Daisy Wood
- h) Payment of £1,284 to SLR Outdoor Maintenance (2nd half year mowing and strimming of greenspaces)

SPC52 Correspondence

SPC53 Exclusion of Press and Public – to consider exclusion of press and public for remainder of the meeting under Public Bodies Admissions to Meetings Act 1960, Section 1 (2) on the grounds that discussion of the following business is likely to disclose confidential information

SPC54 Update on transfer of land for Village Hall

SPC55 Date of next meeting – Monday 3 November 2025 at 8pm



Lisa Davis
Parish Clerk