

**MINUTES OF MEETING OF SPARKFORD PARISH COUNCIL
HELD ON 6th OCTOBER 2025 AT 8.00PM**

Present: Mrs J Cattermull – Chair, Mr R Sealey, Mr P Harcourt, Mr T Tuck,
Mr A Quick, Mr L Piper,
In attendance Cllr Kevin Messenger, Mrs A Tuck, locum Clerk, 12 members of
the public

2025

At the start of the meeting The Chair advised the meeting that Lisa had chosen to resign as Clerk that as of 25th September the minutes of the last meeting had not been received, they arrived this afternoon, Mrs Anne Tuck has agreed to stand in as locum clerk whilst we get the records from Lisa and sort everything out, once that is complete we will advertise for a new clerk. We will be looking at setting up a staffing committee to manage staff going forward.

Open Forum

Mrs Bristow from the Spark Magazine said she believed that National Highways were about to transfer the roundabout off the new bypass to County Highways and that she had a couple of people who were interested in sponsoring the Roundabout for advertising. Cllr Tuck said that at the Public enquiry Somerset Council stated that they didn't want to take responsibility for it and that it would stay with National Highways Clerk will try and find out.

A member of the public stated that there is a 40mph speed limit on Wolfester Terrace – it was previously 60 mph. It was suggested that a weight restriction be put on the road, or it be turned into a cul de sac for residents only to stop through traffic using it. Mrs Bristow will forward her email to the clerk.

There is a meet the PCSO in The Old School Queen Camel Wednesday from 11 – 12 noon with a police presence.

A member of the public brought up about traffic calming on the High Street. Cllr Tuck said this is still ongoing, the survey had been done before the road, another survey will be commissioned once the road is opened, then depending on what they find National Highways will fund traffic calming if it is needed. The SID numbers from monthly reports show an increase of 38% of traffic through the High Street. Clerk to chase highways

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SPC42 APOLOGIES FOR ABSENCE

Mr H Hobhouse, Mr Duke Westwood

SPC43 DECLARATIONS OF INTEREST Members to declare any interests they may have in agenda items that accord with the requirements of the Council's Code of Conduct. None

SPC44 MINUTES of the Parish Council meeting on 1st September 2025. The minutes were not signed as Councillors had only received them in the afternoon of the meeting and had not had time to read them before the meeting. They will be signed next month.

SPC45 CRIME/NEIGHBOURHOOD WATCH

No report had been received to date.

SPC46 SOMERSET COUNCILLOR – Cllr Messenger Not a lot of change, things are difficult for Somerset Council they are trying to prevent a 114 notice and have to stick to their budget.

SPC47 HIGHWAYS Repairs to pot holes are being done, if you find a pot hole report it on the somerset council website.

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 condition2(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
Cllr Harcourt proposed we approve this application, seconded Cllr Quick, all in favour.
- 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. The Council Object to amending the access to this site The entrance between two trees with tpo's does not provide an adequate radius for LGV's to enter or leave the site without affecting traffic both ways on the High Street. With the 38% increase in traffic on the High Street since the opening of the new dual carriageway to allow this access would cause additional traffic congestion on the approaching bend and junction. Further information is sought from Cllr Hobhouse.

HH

SPC50 MATTERS ARISING NOT INCLUDED IN OTHER SECTIONS

- a) McDonalds and Hazelgrove Services – sadly McDonalds is to close in December.
- b) To consider adoption of IT policy – November meeting
- c) To agree specification for greenspace maintenance in Sparkford - November meeting.
- d) To consider potential projects for S106 / CIL funding this relates to new developments, all existing section 106 and CIL money has been paid to

- the Council towards the identified projects (Playing Field Equipment). Items suggested were improvements to the existing village hall – kitchen or toilets, updating footpath kissing gates to gates that young parents with pushchairs can access.
- e) Local Community Network (LCN) – Next Meeting 15th October 7pm at Millborne Port Village Hall
 - f) To note resignation of Parish Clerk and discuss recruitment process. Job specification drawn up, need to check advertising time scales with SALC.
 - g) To discuss formation of:
 - Human Resources Committee Cllrs Cattermull, Piper and Harcourt
 - SID coordinator and Website Cllr Quick
 - Flood Warden Cllr Cattermull
 - Rights of way/Footpaths Cllr Sealey
 - Highways/greenspaces Cllrs Tuck and Harcourt
 - New Village Hall liaison Cllr Piper
 - Planning Cllr Harcourt
 - h) To discuss Daisy Woods, Legacy agreement, finances and disposal of summerhouse. The legacy agreement was forwarded by email to Councillors, the investment is down to £29889.14. Cllr Cattermull will find high interest account to invest the money so we can use the interest for the maintenance. It was agreed not to cut the grass for the next six months and to burn the remnants of the summerhouse, Some CIL money could be used for Daisy Wood.
 - i) To consider proposal to re-instate link to the SPARK magazine on the Parish Council website. The reason the link was taken off was because of the advertising in the Spark magazine. We will consult with SALC and report back next month.
 - j) To discuss the Somerset Community Working Review and agree who will respond
 - k) To discuss future meetings - day and time stay as we are at present, may review when new Clerk is appointed
 - l) To review asset register clerk to email Asset Register to Cllr Sealey
 - m) Report from Clerk re position with Battens – clerk to call Battens

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SPC51 FINANCIAL MATTERS

- a) To agree contributions towards insurance to be requested from the Village Hall and Playing Field Committees. It was agreed to ask the Playfield and Village hall to contribute £375 each towards this years insurance payment
- b) Accounts update – to note Cllr Piper asked where the insurance money of £2,500 to be paid to the Playing association is in the accounts?
- c) To note agreement on NJC pay scales and pay offer for 2025/26 and that the award is backdated to 1 April 2025. Agreed
- d) To consider purchase of replacement grit bin clerk to get quotes for next meeting
- e) Payment to Mrs L Davis (Parish Clerk salary) Asked to see payslip and time sheet and to get a final figure to pay on receipt of Parish Council property/ Cllr Sealey to seek advice
- f) Payment to Mrs A Tuck (Locum Clerk) defer till next month.
- g) Payment of £50 to Sparkford Playing Field for grass cutting at Daisy

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- h) Wood approved
Payment of £1,284 to SLR Outdoor Maintenance (2nd half year mowing and strimming of greenspaces)
A cheque was approved for Royal British Legion for lamp post poppies

SPC52 CORRESPONDENCE email regarding grit bins, as the clerk had not responded Cllr Tuck had replied. Cllr Tuck and Cllr Harcourt to get what three words locations for grit bins and it was agreed to get prices of new bins to replace damaged ones for the next meeting.

SPC53 DATE OF NEXT MEETING

Monday 3rd November 2025 at 8pm

There being no further business the meeting closed at 9.58pm

**TT/PH
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PUBLIC NOTICES

Speedwatch – we are looking for volunteers to get involved with Speedwatch in the Parish. If you are interested then please contact the Parish Clerk.

Community events – are you holding an event in Sparkford? Please send the details to the Parish Clerk so that it can be promoted on the parish website and Community Facebook page