

**MINUTES OF THE BARWICK AND STOFORD ORDINARY PARISH COUNCIL MEETING
HELD AT BARWICK AND STOFORD PRIMARY SCHOOL
ON WEDNESDAY 17th SEPTEMBER 2025, 19:00**



Present – Councillors (Cllrs):

Ray Sibley (Acting Chair), Rebecca Kilburn (RK), Ashley Wrixon (AW), Rob Bruckel (RB), Jackie Unsworth (JU).

In attendance:

Kate Fullerton – Parish Clerk, Somerset Council Cllr Mike Hewitson

I. Public session – an opportunity for the public to speak

No public session items.

II. Somerset Council Councillors report

County Cllrs Hewitson and Patrick circulated their report ahead of the meeting. Cllr Mike Hewitson gave a brief overview of current issues and events at Somerset Council.

19:15 – Meeting opened.

1/25/093 To receive and consider any apologies for absence and resolve to accept or refuse them

Apologies were received from Cllrs Nick Entwistle, Gwen Findlay and Tony Fenner.

RESOLVED: To accept apologies.

2/25/094 To receive declarations of interest

JU declared an interest in item 6b, as her husband works for the company providing a quote.

3/25/095 Planning

a) To receive feedback from the Keyford Joint Committee (with ECPC) – RS.

RS reported that he attended a recent meeting with ECPC representatives. The meeting should also have included Somerset Council Cllr Patrick, but unfortunately, he had to cancel at the last minute. Unfortunately, Cllr Patrick has, as yet, been unable to reschedule the meeting. Issues discussed included common themes such as flooding, a preferred location of Two Tower Lane for the roundabout, an increase in traffic cutting through the small parishes of East Coker and Barwick and Stoford.

b) To comment on new planning applications.

- i. 25/02090/S73 – Whitcross Recreation Ground, Whitcross, Barwick, Yeovil, Somerset BA22 9TQ – S73 application to vary conditions 10 (footway) and 14 (visibility lines) of approval 22/03289/FUL for formation of a vehicular access and erection of a village hall with associated parking.

No comment as this application is on behalf of Barwick and Stoford Parish Council.

c) To consider any recent planning applications from Somerset Council (South), received in the days after the agenda has been circulated and before this meeting. Interested public and parish councillors; please refer to (South) Somerset Council planning portal for details of planning items that might be discussed under this item: <https://www.somerset.gov.uk/planning-buildings-and-land/view-and-comment-on-a-planning-application/>

None.

d) Determination of applications.

25/0185/TPO – Application refused.

25/01602/FUL – Application permitted with conditions.

25/01603/LBC – Application permitted with conditions.

4/25/096 To approve the Minutes of the parish council meeting held on the 16th of July 2025

RESOLVED: The Minutes were approved as a true and accurate record of the meeting.

Signed:..... (Chair) Date:

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5/25/097 **To review actions from the minutes of the last meeting**
Members reviewed the actions and were content with the level of progress made.

ACTION: Clerk

6/25/098 **Finance and regulatory information**

a) Annual Governance and Accountability Return (AGAR) 2024/25 – to receive the External Audit Report and notice of the completion of the limited assurance review for the year ended 31st March 2025.

Noted receipt of a clean audit report for 2024/25.

b) To consider a quote for PAT testing at Whitcross - £180.00

RESOLVED: To accept the quote for this year's PAT testing.

ACTION: Clerk

c) To consider a request from Yeovil Town Council for financial support for the refurbishment of the Octagon Theatre.

Members agreed to defer this item to the October meeting. The Clerk was asked to establish which other towns and parishes were approached for financial help.

ACTION: Clerk

d) To consider a grant to Barwick and Stoford Recreational Trust for £500.00 to cover the purchase and installation of CCTV at Whitcross.

RESOLVED: To approve the grant provision of £500.00.

ACTION: Clerk

e) To consider a grant request to Barwick and Stoford Recreational Trust for playground parts and repairs - £1000.00.

RESOLVED: To approve the grant provision of £1000.00.

ACTION: Clerk

f) To receive a grant request from Somerset Art Works - £30.00.

RESOLVED: To approve the grant provision of £30.00

ACTION: Clerk

g) To set a date for a Finance Meeting to review year to date expenditure and bank reconciliations.

This item was deferred to the next meeting.

h) To note the NALC cost of living increase applied to the September payroll and back dated to the 1st of March 2025.

Noted.

i) Invoices and payments:

i.	K Fullerton – Clerk salary September 2025	£1174.12
ii.	K Fullerton – Clerk expenses and reimbursements (planning) for September 2025	£ 427.00
iii.	HMRC – PAYE September 2025	
iv.	Somerset Pension Fund – Clerk pension September 2025	£ 448.43
v.	St Mary Magdalene Church – Grant towards churchyard maintenance	£ 500.00
vi.	Octopus Energy – Whitcross August DD	£ 20.95
vii.	Premier Landscaping – Ranger August	£ 175.00
viii.	Water2business - Whitcross Pavilion 26/2/25-03/09/25	£ 8.36
ix.	The Play Inspection Company – Annual Playground Inspection	£ 96.00
x.	Sutcliffe Play South West – Inv 7550 spare parts	£ 689.19
xi.	Play UK Playgrounds Ltd – Inv 1739 Repairs at Whitcross	£ 288.00
xii.	Armor Heritage Ltd – Inv BAS001 Planning Whitcross report	£ 552.00
xiii.	PKF Littlejohn LLP – Inv SB20250729 AGAR external audit	£1260.00
xiv.	R Kilburn – Reimbursement for school children's vouchers – Annual Parish Mtg	£ 45.00
xv.	D Higgins – Whitcross Pavilion cleaning	£ 100.00

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RESOLVED: To approve all payments and for one councillor and the Clerk (in the absence of a second signatory) to sign the cheques.

ACTION: RS, Clerk

7/25/099 Community Hub Development Working Group

Members agreed to provide an update on progress via the WhatsApp group.

ACTION: Clerk

8/25/100 To consider any urgent highway issues

a) Grit bin process 2025

JU kindly agreed to survey the grit bins again this year and report findings back to the Clerk.

ACTION: Clerk, JU

9/25/101 Local Community Network (LCN) – to note any useful meeting dates.

None.

10/25/102 Footpaths.

Nothing to report.

11/25/103 To discuss Ranger Matters

Upcoming work requests to include tidying up the footpath by Dog Luv Kennels and to clear the weeds by the chapel. The Clerk was asked to contact Dorset Council to advise them on the overgrown footpath from Yeovil Junction along the River Yeo. Members remarked upon the excellent work the Ranger had done clearing drains on Newton Road. Clerk to send a letter to resident of Court Lane requesting maintenance to overgrown conifer trees.

ACTION: Clerk, TF, Ranger

12/25/104 Speed Indicator Device (SID)

Nothing to report.

13/25/105 Whitcross Recreation Ground – items to refer to the Recreational Trust

- CCTV – contact a company for advice on best positioning.
- A lump of concrete has been dumped on the playing fields and needs removing.
- Football fees 2024/25 overdue.
- Fix a date for the next Recreational Trust meeting.

ACTION: Clerk

14/25/106 Correspondence – to record correspondence received

- a) Somerset Festival of Remembrance – Saturday 1st of November, Wells Cathedral. Noted.
- b) Invitation to Yeovil Railway Centre celebratory event – 27th/28th September. Noted.
- c) Email from resident regarding overgrowth by electricity poles and street lamps. Clerk to contact Somerset Council Streetlighting department.
- d) Email from resident regarding parking on the junction of Meadow View and Newton Road. Noted. Clerk to chase up Somerset Council Highways regarding the double yellow lines.

15/25/107 Items for the next Agenda

- Quarterly finance item – YTD and bank reconciliations - October agenda
- Budget 2026/27 & Precept 2026/27 Meeting date – November agenda.
- PWLB Loan.
- Parking by The Green.
- BSPC Christmas Meal.
- Grass maintenance quote – February 2026.

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*Barwick and Stoford
Parish Council*

16/25/108 The date of the next meeting(s)

- Parish Council Meeting – 22nd October 2025 at 7pm, Barwick and Stoford Primary School – advance apologies from AW, RB and JU.

20.32 – Meeting closed.

Signed:..... (Chair) Date:

Clerk: Kate Fullerton Email: clerk@barwickandstofordparishcouncil.co.uk Tel: 07712 398985