

**MINUTES OF THE BARWICK AND STOFORD ORDINARY PARISH COUNCIL MEETING  
HELD AT BARWICK AND STOFORD PRIMARY SCHOOL  
ON WEDNESDAY 19<sup>th</sup> OF NOVEMBER 2025, 19:00**



**Present – Councillors (Cllrs):**

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

**In attendance:**

Kate Fullerton – Parish Clerk and four members of the public.

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

Keyford planning item 15/01000/OUT

The four public members spoke about various concerns with the planning application.

**II. Somerset Council Councillors report**

County Cllrs Hewitson and Patrick circulated their report ahead of the meeting.

**19:15 – Meeting opened.**

**1/25/127 To receive and consider any apologies for absence and resolve to accept or refuse them**

Apologies were received from Cllrs Gwen Findlay and Nick Entwistle.

**RESOLVED:** To accept apologies.

**2/25/128 To receive declarations of interest**

None.

**3/25/129 Planning**

a) To comment on new planning applications.

15/01000/OUT – Keyford Planning – AMENDED/ADDITIONAL INFORMATION – Outline application for development of Sustainable Urban Extension.

**RESOLVED:** To retain the original objection to the application on the basis of lack of mitigation of various highways concerns.

**ACTION: Clerk**

b) 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.

c) Determination of applications.

25/02735/NMA – Application permitted.

**4/25/130 To approve the Minutes of the parish council meeting held on the 22<sup>nd</sup> of October 2025**

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

**5/25/131 To review actions from the minutes of the last meeting**

Members reviewed the actions and were content with the level of progress made.

**6/25/132 Finance and regulatory information**

a) ElanCity – To consider whether to extend the warranty on the speed indicator device.

**RESOLVED:** Not to extend the warranty.

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

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- b) To note receipt of CIL payment from Somerset Council – 21/03401/REM - £1637.43.  
Noted.
- c) To receive the bank reconciliation for all bank accounts.  
Received, showing a capital balance of £557,699.35.
- d) Invoices and payments:
  - i. K Fullerton – Clerk salary November 2025 £1026.92
  - ii. K Fullerton – Clerk expenses and reimbursements (planning) for November 2025 £ 26.00
  - iii. HMRC – PAYE November 2025
  - iv. Somerset Pension Fund – Clerk pension November 2025 £ 387.88
  - v. K Fullerton – Clerk salary December 2025 £1027.12
  - vi. K Fullerton – Clerk expenses and reimbursement December £ 26.00
  - vii. Somerset Council Pension Fund – Clerk pension December £ 387.88
  - viii. HMRC – PAYE December
  - ix. Octopus Energy – Whitcross November DD £ 52.04
  - x. K Fullerton – planning portal costs Whitcross £ 383.00
  - xi. D Higgins – Whitcross Pavilion cleaning Nov & Dec £ 150.00

**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**

**7/25/133 Community Hub Development Working Group**

- a) To review progress on the Football Foundation grant application - £25,000.  
The Clerk confirmed the application is in progress.

**ACTION: Clerk**

- b) To discuss preparations for applying for a Public Works Lending Board loan to cover the shortfall in funding.  
The Clerk has the application form and preparations to begin the process are underway.

**ACTION: Clerk**

**8/25/134 To consider any urgent highway issues**

- a) To receive the Somerset Council road safety defects report.  
Received.
- b) Grit bin process – more information required.  
Members found that the map from Lee Norman, was still too small to show the missing bins.

**ACTION: Clerk**

**9/25/135 Local Community Network (LCN) – to note any useful meeting dates.**

None.

**10/25/136 Footpaths.**

The footpath from New Road to Court Lane needs reporting to Network Rail for maintenance. A tree has fallen down by Jack the Treacle Eater (folly), and another tree looks like it will fall – report to landowner.

**ACTION: Clerk**

**11/25/137 Fairhouse Road Wildflower Project**

Nothing to report.

**12/25/138 To discuss Ranger Matters**

Upcoming work to include tidying up the fallen trees on Sandy Lane.

**ACTION: Clerk, TF, Ranger**

**13/25/139 Speed Indicator Device (SID)**

Nothing to report.

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

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**14/25/140 Whitcross Recreation Ground – items to refer to the Recreational Trust**

- CCTV – contact a company for advice on best positioning.
- Football fees 2024/25 overdue.
- The next date for the next Recreational Trust meeting – Monday 24<sup>th</sup> November, 7.30pm.

**ACTION: Clerk**

**15/25/141 To record correspondence received.**

- a) Email regarding remembrance soldiers.  
Check family member is on the list of fallen and respond.
- b) Somerset Prepared Newsletter.  
Noted.
- c) Somerset Rivers Authority Newsletter.  
Noted.
- d) Consultation on proposed Charitable Collections Licensing Policy  
Noted.
- e) SALC - Councillor training events.  
Noted and circulated. RK and AW need to do Councillor Essentials.

**ACTION: RK, AW**

**16/25/142 Items for the next Agenda**

- Grant request for sweets – Santa’s Sleigh.
- Formation of a Community Hub Grants team.
- Quarterly finance item – YTD and bank reconciliations – January agenda
- Budget 2026/27 & Precept 2026/27 January agenda.
- PWLB Loan process.
- Grass maintenance quote – February 2026.

**17/25/143 The date of the next meeting(s)**

- Parish Council Meeting – Wednesday the 21<sup>st</sup> of January 2026 at 7pm, Barwick and Stoford Primary School.
- Informal Finance Meeting - Wednesday the 10<sup>th</sup> of December 2026 at 7.30pm.
- Recreational Trust Meeting – Monday the 24<sup>th</sup> of November 2025 at 7.30pm.

**20.25 – Meeting closed.**

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