

**MINUTES OF THE BARWICK AND STOFORD ORDINARY PARISH COUNCIL MEETING
HELD AT BARWICK AND STOFORD PRIMARY SCHOOL
ON WEDNESDAY 18th of March 2026, 19:00**



Present – Councillors (Cllrs):

Gwen Findlay – Chair (GF), Nick Entwistle – Vice Chair (NE), Ray Sibley (RS), Tony Fenner (TF), Rob Bruckel (RB), Jackie Unsworth (JU), Rebecca Kilburn (RK).

In attendance:

Kate Fullerton – Parish Clerk and one member of the public.

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

A public member thanked the parish council for the restrained increase of the precept this year.

II. Somerset Council Councillors' report

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

19:15 – Meeting opened.

1/25/179 To receive and consider any apologies for absence and resolve to accept or refuse them

Apologies were received from Cllr Wrixon.

RESOLVED: To accept the apologies.

2/25/180 To receive declarations of interest

There were no declarations of interest.

3/25/181 Planning

a) To comment on new planning applications.

There were no new planning applications.

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. Residents 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/>

There were no planning applications after the publication of the agenda.

c) Determination of applications.

26/00023/LBC – Application permitted with conditions.

26/00022/HOU – Applications permitted with conditions.

24/00979/FUL – Application permitted with conditions.

4/25/182 To approve the Minutes of the parish council meeting held on the 18th of February 2026

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

5/25/183 To review actions from the minutes of the last meeting

Members reviewed the actions and were satisfied with the progress made.

6/25/184 Public Works Lending Board (PWLB) Loan – next steps

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

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Members agreed to put the loan application on hold until the budget costing for the project had been received. The budget costing would inform the loan amount required.

ACTION: Clerk

7/25/185 Finance and regulatory information

- a) Arrangements for the internal audit 2025/26.
The Clerk said she had arranged to send the internal auditor the information her required by mid-April.
- b) To receive the bank reconciliation for all bank accounts.
Received, showing a capital balance of £534,686.55 as of the 27th February 2026.
- c) Invoices and payments:
 - i. K Fullerton – Clerk salary March 2026 £ 1026.92
 - ii. K Fullerton – Clerk expenses and reimbursements (planning) for Feb 2026 £ 109.99
 - iii. HMRC – PAYE March 2026.
 - iv. Somerset Pension Fund – Clerk pension March 2026 £ 387.88
 - v. SAJ Electrical – Inv 1429a Defibrillator switch at Royal Oak £ 50.00
 - vi. G Bird – Hedge cutting Whitcross 2025 & 2026 £ 620.00
 - vii. SALC – Inv 2713 AI Training KF £ 45.00
 - viii. Dorset and Somerset Air Ambulance – Grant £ 250.00
 - ix. Citizens Advice Somerset – Grant £ 250.00
 - x. K Higgins – Whitcross cleaning £ 25.00
 - xi. Octopus Energy – Whitcross February 2026 DD £ 41.79

RESOLVED: To approve all payments and for two councillors to sign the cheques.

ACTION: RS, GF

8/25/186 Community Hub Development Working Group

- a) To receive an updated budget costing for the new community hub.
The costing had not been received. The Clerk said it should arrive ahead of the May parish council meeting.
- b) To note slight change of football pitch position, agreed with B&S Football Club.
Noted.
- c) To review progress on the Football Foundation grant application - £25,000.
The grant was in progress but would require confirmation of the successful PWLB grant and three quotes for the building works, to complete the application.

ACTION: Clerk

- d) To discuss progress on the application for a Public Works Lending Board (PWLB) loan.
The Clerk was awaiting the budget costing before the PWLB loan application could be completed.

ACTION: Clerk

- e) To form a fundraising working group – RK, RS, NE.
There was nothing to report at the time.

ACTION: RK, RS, NE, RB

9/25/187 To consider any urgent highway issues

The Clerk had been asked to contact Highways regarding the ditch on Two Tower Lane which would require digging out to maintain its surface water drainage capabilities.

ACTION: Clerk

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- a) Unadopted track, New Road to Court Lane (The Green, Stoford).
Lee Norman, Highways, had said that Highways would not consider adopting the track in its current state. The parish council members had said that as it was privately owned land it was not a parish council issue. No further action was required. Lee would arrange for the bubbling drain to be jetted in April. Clerk would ask him (LN) to investigate drain issues.

ACTION: Clerk

- b) The Green, Stoford – double yellow lines installation – date to meet with Andy Barron of Somerset Council.
A date had not been confirmed.
- c) To receive the Non-safety Defect Report.
The report had not been received.

10/25/188 Footpaths.

There had been multiple reports that some dog poo bins were full and required emptying. The Clerk had reported this issue to Somerset Council.

11/25/189 Fairhouse Road Wildflower Project

Jem had provided an update on the team's activities and said they would be hoping to share various botanical survey results with the parish council once they had been completed.

12/25/190 To discuss Ranger Matters

- The Clerk had been instructed to ask Tim if the bridge repair work was still outstanding.
- Plant cherry tree on The Green, Stoford.

ACTION: Clerk, TF, Ranger

13/25/191 Speed Indicator Device (SID)

The Clerk was asked to send RB the instructions regarding data extraction, to enable traffic data to be compared between pre-Keyford, during the development phase, and once Keyford had been inhabited.

14/25/192 Whitcross Recreation Ground – items to pass to the Recreational Trust

- CCTV installation at Whitcross.
- Football fees due for 2025/26.

ACTION: Clerk

15/25/193 Annual Parish Meeting arrangements, 22nd April 2026, 7.30pm

- GF will host.
- NE will present on the Community Hub Project.
- RK to present school children tyre competition prizes.
- Promote the need for volunteers to sit on the Community Hub Management Committee.
- Promote parish council, casual vacancies, upcoming end of term resignations (May 2027).

16/25/194 The Green, Stoford

- a) Tree maintenance plan quote
RESOLVED: To accept the quote for a tree survey from Brynley Andrews Associates.
- b) Tree survey quote

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RESOLVED: To accept the quote for a tree maintenance plan from Brynley Andrews Associates. Total cost for the survey and maintenance plan being £555.00 +VAT.

ACTION: Clerk

17/25/195 To note application for a premises licence

Noted. The event will take place on the 30th May, 12.00 to 19.30.

18/25/196 To record correspondence received.

All correspondence had been emailed to members before the meeting.

19/25/197 Items for the next Agenda

- School tyre decorating competition (April).
- Community Hub project costing (April).
- Casual vacancies – currently two (May).
- Promote parish council activities (May).
- PWLB Loan (May).

ACTION: Clerk

20/25/198 The date of the next meeting(s)

- Parish Council Meeting: Wednesday 15th April 2026, 7pm, Barwick and Stoford Primary School.
- Annual Parish Meeting: 22nd of April 2026, 7.30pm, The Royal Oak Stoford.
- Recreational Trust Meeting: TBA.

20.34 – Meeting closed.

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