

MINUTES OF THE BARWICK AND STOFORD PARISH COUNCIL MEETING
HELD AT BARWICK PRIMARY SCHOOL
ON WEDNESDAY 17th JUNE 2026, 19:00



Present – Councillors (Cllrs):

Nick Entwistle (NE) – Acting Chair, Tony Fenner (TF), Ray Sibley (RS), Ashley Wrixon (AW), Jackie Unsworth (JU).

In attendance:

Kate Fullerton – Parish Clerk, two members of the public.

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

There were no public session items.

ii. Somerset Council Councillors’ report

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

19:15 – Meeting opened.

01/26/049 To receive and consider any apologies for absence and resolve to accept or refuse them

Apologies were received from Cllrs Kilburn, Bruckel and Findlay.

RESOLVED: To accept apologies.

02/26/050 To receive declarations of interest

None.

03/26/051 To approve the minutes of the annual parish council meeting held on the 20th of May 2026.

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

04/26/052 To review the actions of the last meeting.

Members reviewed the actions and clarified the outstanding action regarding the purchase of two mixed waste bins located at Whitcross Recreation Ground. Ranger to install two 1m square concrete bases for the bins.

ACTION: Clerk/Ranger

05/26/053 Planning

a) To comment on new planning applications.

None.

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.

26/00567/LBC – Application permitted with conditions.

26/00832/HOU – Application permitted with conditions.

06/26/054 Finance and regulatory information

a) To receive the bank reconciliation for parish council bank accounts.

b) Invoices and payments:

i.	K Fullerton – Clerk salary June 2026	£ 1049.84
ii.	K Fullerton – Clerk expenses and reimbursements for June 2026	£ 26.00
iii.	HMRC – PAYE June 2026	
iv.	Somerset Pension Fund – Clerk pension June 2026	£ 334.36
v.	Octopus Energy – Whitcross Pavilion electricity May 2026 PD DD	£ 53.34

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

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vi.	SALC – Inv3208 – Income & Expenditure KF	£ 35.00
vii.	Premier Landscaping – Ranger May 2026 & grass maintenance	£ 960.00
viii.	SLCC – Inv MEM257997-3 SLCC membership	£ 128.86
ix.	Brynley Andrews Associates Ltd – Inv BAA1771 The Green, tree survey	£ 666.00
x.	Premier Landscaping – Bridge repair by The Mill	£1402.00
xi.	3E Assessment – Energy cert community hub	£ 275.00

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

ACTION: Clerk, RS

07/26/055 Community Hub Development Working Group

a) To review and discuss the next steps for the project.

Members agreed to proceed with the tender process and would attempt to complete the tender engagement by the 17th July. The Clerk had set up the Find a Tender account on the Government platform and would require PWCR to provide the tender documents.

ACTION: Clerk

b) To discuss the best method of communication with the community on the progress of the project.

It was thought the best option for communicating with the community may be via a one-off newsletter/publication.

c) To receive an update from the fundraising group – Big Lottery, Reaching Communities grant application – RK, RB, RS, NE.

This item was deferred. NE said he would review the current criteria for the grant.

ACTION: Clerk

08/26/056 To consider any urgent highway issues

a) The Green, Stoford – double yellow lines installation. Date to meet with Andy Barron, Traffic Management.

Pending notification of a date from Andy Barron at Traffic Management.

b) To receive the Non-safety Defect Report for the Coker Ward.

The report had been received.

09/26/057 To consider a nominee for Somerset Council Chair's Award 2026.

RESOLVED: To nominate the chosen individual for the award. GF to complete and submit the application form by the 24th of July 2026.

ACTION: GF

10/26/058 To consider full council in-person or online training – Cllr Essentials I and II.

Members thought it would be best to arrange full parish council training when the parish council was fully represented.

ACTION: Clerk

11/26/059 To consider how to engage new Parish Councillors.

It was noted there were currently two casual vacancies on the parish council, with a further vacancy expected next year. NE said he would write a vibrant and upbeat piece for a one-off newsletter, to engage with and encourage any potential parish council candidates to come forward.

12/26/060 To consider methods of general communication with the community - RB

Members felt a quarterly publication would be the best form of communication with the parish. Word Around the Village had ceased last year, although the editor might be prepared to organise ad-hoc editions as required. Members suggested including (in the next newsletter) a request for a volunteer editor to design and print a regular quarterly newsletter for the parish.

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13/26/061 Footpaths

Nothing to report.

14/26/062 To discuss Ranger Matters

Upcoming work noted for the Ranger: To trim around the bollard/kerb on Fairhouse Road; to cut in a footpath on Fairhouse Road.

ACTION: TF, Ranger, Clerk

15/26/063 Speed Indicator Device (SID) – to consider the need for, and costs involved, in installing the SID at Fairhouse Road.

TF explained that the solar-powered SID could not be moved between temporary locations. Therefore, members were asked to consider if there was enough need to justify the purchase of a second SID to be permanently located at Fairhouse Road. Members felt there was not currently enough need at Fairhouse Road to justify the expenditure on a second SID.

16/26/064 Whitcross Recreation Ground – items to refer to the Recreational Trust

- To consider a request to site a memorial bench at Whitcross Recreation Ground – in the absence of a Recreational Trust meeting and a need for quick resolution, members approved the request to site a memorial bench at Whitcross. All installation and maintenance costs to be covered by those making the request.

17/26/065 The Green, Stoford: Tree works

The item was deferred whilst the Clerk sought to identify a contractor.

ACTION: Clerk

18/26/066 Correspondence – to record correspondence received

The correspondence had been shared by email before the meeting.

19/26/067 Items for the next Agenda

- Community hub tender process

ACTION: Clerk

20/26/068 The date of the next meeting(s)

- Ordinary Parish Council Meeting – 15th July, 7pm, Barwick and Stoford Primary School.
- Recreational Trust Meeting of the Trustee – Date to be advised.

20.31 – Meeting closed.

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