



**MINUTES OF MONTACUTE PARISH COUNCIL**  
**MONTHLY MEETING HELD ON**  
**WEDNESDAY 21<sup>ST</sup> JANUARY 2026**  
**IN THE BAPTIST CHAPEL**

	<b>Action</b>
<p><b><u>26/001/a PRESENT:</u></b>  <b>Members:</b> Mr A McFarlane (Acting Chairman), Mrs S Bartlett, Mrs L Drayton, Mr M Myram, Mr B Owen, and Mrs H Stokes  <b>Others:</b> Mrs S Moore (Clerk), and no members of the public.</p> <p><b><u>26/001/b APOLOGIES:</u></b>  Mrs C Saint (Chairman), Mr J Davies, Mr T Harper, Mrs S Richings, Mr D Warry, Mr Mike Hewitson (Unitary Authority Councillor) and Mr Oliver Patrick (Unitary Authority Councillor)</p>	
<p><b><u>26/002 DECLARATIONS OF INTEREST</u></b>  None declared</p>	
<p><b><u>26/003 PUBLIC SESSION</u></b>  None declared.</p>	
<p><b><u>26/004 UNITARY COUNCILLORS</u></b>  The Unitary Councillors' report for October had been circulated to councillors.</p>	
<p><b><u>26/005 MINUTES OF PREVIOUS MEETING</u></b>  It was <b>RESOLVED</b> to approve and sign the Minutes of the November Parish Council meeting.</p>	
<p><b><u>26/006 MATTERS ARISING FROM MINUTES</u></b>  <u>Review of Actions List</u>  The action list was reviewed:</p> <ul style="list-style-type: none"> <li>• Security barrier adjustment: - Ongoing</li> <li>• Allotment Trees &amp; Hedges: These will be scheduled to be cut back in the winter.</li> <li>• Allotment Gate: Alternative locking methods are still being investigated - Ongoing</li> <li>• Clinic/Therapy Session at the Pavilion: This is with the pavilion and recreation ground working group for discussion – Ongoing</li> </ul>	<p><b>Cllr Harper</b>  <b>Cllrs Harper &amp; McFarlane</b>  <b>Cllr Harper</b>  <b>Clerk</b></p>
<p><b><u>26/007 SPORTS &amp; LEISURE</u></b>  <b><u>26/007/a Play Area &amp; Recreation Ground</u></b></p> <p>i. <u>Play Area</u>  Cllr Stokes gave the monthly play area inspection report. There was nothing to report. Cllr McFarlane said he has removed the affected sleepers, and these will be replaced in due course.</p> <p>ii. <u>Recreation Ground</u>  No report</p> <p>iii. <u>Pavilion</u>  A discussion was held on the list of minor jobs that need carrying out. It was agreed for the Clerk and Cllr Owen to liaise on this. Cllr Owen suggested that the</p>	<p><b>Cllr McFarlane</b></p> <p><b>Clerk &amp; Cllr Owen</b></p>

<p>pavilion is made ready for therapy sessions and agreed to source prices for chairs and other items that might be needed.</p> <p><b>26/007/b</b> <u>Any Other Issues</u></p> <p>None declared.</p>	<p><b>Cllr Owen</b></p>						
<p><b>26/008</b> <b>VILLAGE ENVIRONMENT</b></p> <p><b>26/008/a</b> <u>Allotments</u></p> <p>The Clerk said the allotment holders meeting needs to be arranged. This will be done once an updated list has been received from Cllr Harper.</p> <p><b>26/008/b</b> <u>Crime &amp; Anti-Social Behaviour</u></p> <p>The Clerk had circulated the statistics from the police website for October and November to councillors.</p> <p><b>26/008/c</b> <u>Footpaths</u></p> <p>No report.</p> <p><b>26/008/d</b> <u>Ground Maintenance</u></p> <p>The Clerk asked if the drain/gullies in Yeovil Road could be cleared as there is a build-up of silt on the road.</p> <p><b>26/008/e</b> <u>Highways &amp; Transport</u></p> <p>i. <u>Speedwatch</u></p> <p>Cllr Myram said the sessions have been limited due to the bad weather. Cllr Myram said the S.I.D. needs new batteries. It was agreed for the Clerk to contact the manufacturer, and for Cllr Myram to source other quotes.</p> <p>ii. <u>Road Closure</u></p> <p>Ham Hill Road will be closed from 110 metres south-east of the junction with Woodhouse Lane, south eastwards for a total distance of 200 metres. This is to enable Wessex Water to carry out trial hole and stop tap works. The works are expected to commence on 2nd February 2026 and last until 6th February 2026 between the hours of 00:00 - 23:59 for a total of 5 days.</p> <p><b>26/008/f</b> <u>National Trust</u></p> <p>No information has been received from the National Trust regarding the Borough Car Park lease. It was agreed that the Clerk would contact the National Trust for an update.</p> <p><b>26/008/g</b> <u>Street Lighting</u></p> <p>No report received.</p> <p><b>26/008/h</b> <u>Triangle Trust</u></p> <p>No report received.</p> <p><b>26/008/i</b> <u>Any Other Issues</u></p> <p>The Clerk reported that she had received the cost from Somerset Council for emptying the bins on the recreation ground. This totalled £2,028 p.a. excl. VAT. It was <b>RESOLVED</b> to accept this cost.</p> <p>The Clerk said she has not yet received the quote from W Adams to install the bollard in Wash Lane. Cllr McFarlane agreed to contact the company. The Clerk said that two more quotes were needed and agreed to obtain these for the next meeting.</p>	<p><b>Clerk &amp; Cllr Harper</b></p> <p><b>Cllr Bartlett</b></p> <p><b>Clerk and Cllr Myram</b></p> <p><b>Clerk</b></p> <p><b>Cllr McFarlane &amp; Clerk</b></p>						
<p><b>26/009</b> <b>MEMBERS' &amp; CLERK'S REPORTS</b></p> <p>No report</p>							
<p><b>26/010</b> <b>FINANCE</b></p> <p><b>26/010/a</b> <u>Matters for Report:</u></p> <p>i. <u>Monthly Bank Reconciliation</u></p> <p>The Clerk gave the monthly bank reconciliation as of 30<sup>th</sup> November 2025 and 31<sup>st</sup> December 2025:</p> <p><u>30<sup>th</sup> November 2025</u></p> <table data-bbox="231 1995 997 2058"> <tr> <td>Current Account</td> <td>£</td> <td>250.00</td> </tr> <tr> <td>Business Reserve Account</td> <td>£</td> <td>99,461.73</td> </tr> </table>	Current Account	£	250.00	Business Reserve Account	£	99,461.73	
Current Account	£	250.00					
Business Reserve Account	£	99,461.73					

Pavilion Reserve Account	£ 35.95
Total	<b>£ 99,747.68</b>
Plus Outstanding Deposits	£ 0.00
Less Outstanding Payments	<u>£ 149.17</u>
Total as Cash Book	<b>£ 99,598.51</b>

31<sup>st</sup> December 2025

Current Account	£ 250.00
Business Reserve Account	£ 99,102.48
Pavilion Reserve Account	£ 35.98
Total	<b>£ 99,388.46</b>
Plus Outstanding Deposits	£ 14.00
Less Outstanding Cheques	<u>£ 85.00</u>
Total as Cash Book	<b>£ 99,317.46</b>

Ring-Fenced Amounts:

Sports Pavilion	£ 11,945.99
Play Equipment	£ 6,084.43
Asset Management	£ 18,559.00
Pavilion & Grounds Bookings	£ 226.00
Allotment Rent & Donations	£ 2,469.41
Allotment New Plot Deposits	£ 637.50
Allotment Gate Key Deposits	<u>£ 450.00</u>
Total	<b>£ 40,372.33</b>

**Budget Working Capital £ 58,945.13**

ii. Monthly Direct Debits

The monthly direct debits paid in November:

HugoFox	£ 23.99
National Trust	£ 29.17
Eon Next	<u>£ 14.94</u>
<b>Total</b>	<b>£ 68.10</b>

The monthly direct debits paid in December:

HugoFox	£ 23.99
National Trust	£ 29.17
Eon Next	<u>£ 19.23</u>
<b>Total</b>	<b>£ 72.39</b>

iii. Quarterly Budget Comparison Report as of 31<sup>st</sup> December 2025

The Quarterly Budget Comparison was circulated to councillors. The report showed the expenditure was under budget at the third quarter.

iv. VAT Reclaim

The Clerk reported that she will be completing the VAT reclaim and will report back at the next meeting.

**26/010/b** Invoices Payable

Invoices payable

Sarah Moore	November & December Expenses & Reimbursement	£ 438.92	BACS
Evis Ground Maintenance	Grass Cutting & Lengthsman Work for November & December	£ 1,692.56	BACS

Alisdair McFarlane	Reimbursement for Sleepers for play area	£ 81.60	BACS
Brendon Owen	Reimbursement for Thank You Gifts	£ 34.00	BACS
Christine Saint	Reimbursement for Christmas Competition Vouchers	£ 45.00	BACS
HMRC	PAYE Period 7-10	£ 600.32	BACS
Nicola Calcutt	Reimbursement for Raffle & Refreshments at the Christmas Tree Lighting Event	£ 90.35	Chq 1942
Montacute Baptist Chapel	Hire of the Chapel	£ 40.00	Chq 1943
	<b>Total</b>	<b>£ 3,022.75</b>	

The Clerk said an additional £20 has been added to the payment to Montacute Baptist Chapel for the hire of the chapel for the parish council's meeting. It was **RESOLVED** to approve the payments.

**26/010/c** Other

It was **RESOLVED** to write-off the unbanked cheques totalling £85.00.

The minutes of the Finance meeting and the precept information had been circulated to Councillors. The Clerk explained that as the additional cost for the emptying the bins had to be considered within the budget, it is recommended that the car park project is put on hold for this coming financial year. This was **AGREED**.

The Clerk explained that the Tax Base had increased slightly and in order to have minimal impact on residents, it is recommended that the Band D rate remain the same at £192.44 p.a. By keeping the Band D rate the same, the precept will increase slightly to £52,309. A discussion was held and it was **RESOLVED** to approve the recommendations of the Finance Committee.

The Clerk said the renewal for her SLCC membership was due for renewal on 1<sup>st</sup> March 2026 at a cost of £158p.a. It was **RESOLVED** to approve the renewal.

**26/011 PLANNING**

**26/011/a** Parish Planning Working Party Feedback on Applications:

**25/02916/LBC** – replacement of windows to bedroom, en-suite and bathroom – 1 The Borough, Montacute TA15 6XB – awaiting decision

**25/02908/TCA**- reduce the height of no. 01 Rowan tree by approximately 2m and reshape up to 1.5m to keep it in proportion to the adjacent Whitebeam – Shoemakers House, Townsend, Montacute TA15 4XH – awaiting decision

**26/011/b** Planning Decisions and Reports

Decisions:

**25/01904/LBC** – proposed structural repairs to the north and south stairs and protection of the upper surface of stone treads and landings – Montacute House, Bishopston, Montacute TA15 6XP –application approved with Conditions

**24/01233/FUL** – the proposed change of use to a children's farm includes the conversation and reuse of 2 existing agricultural buildings/barns together with a small extension to barn A, the provision of a parking area, the upgrading of existing field gate access onto/from Montacute Road, and the formation of a new access track leading from the upgraded access to the parking area and lane out viewing paddocks – Stoneshells Farm, Montacute Road, Tintinhull, Yeovil BA22 8QD – application approved with Conditions.

Reports:

**25/02725/LBC** – General repairs and refurbishment of the farmhouse and attached workshop – Baytree Farm, Bishopston, Montacute TA15 6UU – awaiting decision

<p><b>25/02103/FUL</b> – development of 61 dwellings with associated access, sustainable drainage provision, open space, landscaping and associated infrastructure – Land OS 2964 Link Road to A3088, North of Stanchester Academy, Montacute –awaiting decision</p> <p><b>25/02000/LBC</b> – vaulting the master bedroom ceiling, insertion of two conservation roof lights and removal of the modern partition wall between the hall and sitting room – 6 The Borough, Montacute, TA15 6XB – awaiting decision</p> <p><b>25/01224/FUL</b> – the proposed development of a trunk road service area and associated development – part land OS 0023, Cartgate Roundabout, Tintinhull, Yeovil TA14 6RA – awaiting decision</p> <p><b>25/00247/FUL</b> – residential development to provide no. 7 dwellings, vehicular access and associated landscaping – Land at Mason Lane, Montacute TA15 6UH – application refused.</p>	
<p><b>26/012</b>            <b><u>GOVERNANCE</u></b></p> <p>None declared.</p>	
<p><b>26/013</b>            <b><u>CORRESPONDENCE</u></b></p> <p>A letter from the leader of Somerset Council was circulated to councillors.</p>	
<p><b>26/014</b>            <b><u>ITEMS FOR FUTURE AGENDAS</u></b></p> <p>Pavilion – Wellbeing sessions Improvements to the Play Area</p>	
<p><b>26/015</b>            <b><u>DATE OF NEXT PARISH COUNCIL MEETING</u></b></p> <p>There being no further business, the meeting was closed at 8.20pm. The next meeting will be held in the pavilion on Wednesday, 18<sup>th</sup> February 2026.</p>	