

Notice of a Parish Council Meeting

Wednesday 17 Sept 2025 commencing at 7.30PM

The Parish Room, Abbey Community Centre, Yeovil BA22 3TL

All members of Brympton Parish Council are summoned to attend:

Cllr Joe Conway	Cllr Alan Flint	Cllr Lynn Goodby
Cllr Paul Herbert	Cllr Sarah Martin	Cllr Graham Pritchard
Cllr Ian Schafer	Cllr Peter Seib	Cllr Lynda Simonite
Cllr Roger Simonite – Chair	Cllr Jeny Snell	

Julie Ferguson

**Julie Ferguson – Brympton Parish Clerk
11 Sept 2025**

Equality Act 2010

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, and any disability), Gender Equality, Crime & Disorder, Biodiversity, Health & Safety and Human Rights.

Recording of Council Meetings

The Local Audit and Accountability Act 2014 allows both the public and press to take photographs, film and audio record the proceedings and report on all public meetings (including on social media).

Any member of the public wishing to record or film proceedings must let the Chairman of the meeting know prior to, or at the start of, the meeting and the recording must be overt (i.e., clearly visible to anyone at the meeting), but non-disruptive. This permission does not extend to private meetings or parts of meetings which are not open to the public.

Members of the public exercising their right to speak during the time allocated for Public Comment who do not wish to be recorded or filmed, need to inform the Chairman who will instruct those taking a recording or filming to cease doing so while they speak.

Brympton Parish Council will be discussing all the items listed on the Agenda:

The agenda specifies the business that it is proposed to transact (Local Government Act 1972 Sch.12 para 10 (2)(b)) and the Council cannot lawfully decide any matter which is not specified in the agenda (Longfield Parish Council v Wright (1918) 88 LJ Ch 119)

Brympton Parish Council

Serving our community

Clerk: Julie Ferguson

E-mail: clerk@brymptonparishcouncil.gov.uk

Tel: 01935 571008

PUBLIC COMMENT (15 minutes)

This section (at the Chairman's discretion may last up to 15 minutes) is not part of the formal meeting of the Council and minutes will not be produced. Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 1972 s 100.

OUTSIDE REPORTS FROM REPRESENTATIVES

- **Police Crime Report (Clerk)**
- **[Somerset Cllr Report](#)**

AGENDA

25/57 APOLOGIES FOR ABSENCE – To receive apologies for absence (LGA 1972 s85(1)).

25/58 DECLARATIONS OF INTEREST – ***Agenda items to be clearly specified*** Council members to declare any interests, including any Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33 (b-e). (NB this does not preclude any later declarations).

25/59 MINUTES OF PREVIOUS MEETINGS

To **APPROVE** and sign the minutes of the parish council meeting held on 16 July 25 (LGA 1972 sch12,para41(1)).

25/60 CLLR RESIGNATION – To **NOTE** resignation from Cllr Adrian Wilkes.

25/61 MATTERS TO REPORT FROM A PREVIOUS MEETING

a. Defibrillator progress report.

25/62 CHAIR'S ANNOUNCEMENTS

- a. Yeovil Play Day visit
- b. OTP security consultation (Avon & Somerset Police)
- c. Somerset Council support
- d. Persimmon Homes meeting report

25/63 CLERK'S REPORT AND CORRESPONDENCE

- a. [Yeovil LCN Correspondence](#)
- b. [SC News and Bulletins](#)
- c. ACA Meeting Agendas and Minutes.
- d. [TRO Notices \(Various\)](#)
- e. Ranger report.
- f. Play area inspection reports.
- g. Invitation to YTC Remembrance Day Service
- h. NFU Somerset Countryside Day

25/64 PLANNING – Decisions for **REPORT**.

- a. [25/01950/HOU](#). 24 Roe Avenue Brympton Yeovil Somerset BA22 8SD. Single storey rear extension. Approved.

25/65 PLANNING – Applications for **COMMENT**.

- a. [25/01898/HOU](#). Erection of garden store. 1 Houndstone Court, Brympton, BA22 8TR.

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25/66 FINANCE – To **NOTE** July & August 25 receipts.

JULY & AUGUST 25 Receipts		
Payee	Particulars	Amount
JULY LCH INCOME	LESS DEPOSIT RETURNS	£ 543.15
NATIONWIDE	JUL INTEREST	£ 115.46
NATIONWIDE	AUG INTEREST	£ 115.62
AUG LCH INCOME	LESS DEPOSIT RETURNS	£ 1,605.75
TOTAL		£ 2,379.98

25/67 FINANCE – To **REPORT** Aug 25 Payment Schedule.

AUGUST 25 Payment Schedule					
Inv	Payee	Particulars	Invoice Number	Amount	Report
1	SOMERSET COUNCIL	RANGER (JULY)	32001496	£ 3,003.66	
2	SOMERSET COUNCIL	INSTALL BENCHES @ OTP	30116817	£ 3,838.14	
3	KARMA CLEANING	LCH CLEANING JUL/AUG	260	£ 140.00	
4	TIMEBACK ACCOUNTS	PAYROLL JUL	7183	£ 6.00	
5	STAFF	EMOLUMENTS AUG25	n/a	£ 2,054.88	
6	R SIMONITE	REIMBURSE OTP SECURITY SUPPLIES	n/a	£ 213.70	REPORT
7	YRCT	POND WORK	YRCT 064	£ 2,100.00	
8	PHS	WASTE COLLECTON - LCH	71506679	£ 127.30	
9	PKF LITTLEJOHN	EXTERNAL AUDIT FEE	SB20250185	£ 504.00	
10	PIC	ANNUAL PLAY INSPECTIONS	79993	£ 96.00	
11	ABM4 ELECTRICAL	DEFIB INSTALLATION	2425201	£ 457.26	REPORT
	TOTAL			£ 12,540.94	

25/68 FINANCE – To **APPROVE** Sept 25 Payment Schedule.

SEPTEMBER 25 Payment Schedule					
Inv	Payee	Particulars	Invoice Number	Amount	Report
1	SOMERSET COUNCIL	RANGER (AUGUST)	32002821	£ 3,003.66	
2	KARMA CLEANING	LCH CLEANING AUG/SEPT	tbc	tbc	
3	TIMEBACK ACCOUNTS	PAYROLL AUG	7224	£ 6.00	
4	STAFF	EMOLUMENTS SEPT25	n/a	tbc	
5	THE FENCING CENTRE	BOW TOP FENCING	756030	£ 6,488.40	REPORT
6	TUDOR ENVIRONMENTAL	BOLLARDS	IN0406337	£ 2,441.10	REPORT
	TOTAL			£ 11,939.16	

25/69 FINANCE – To **NOTE** the External Auditor Report for FY 2024-25 and CONSIDER any 'except for' matters (Appendix 1).

25/70 FINANCE – To **CONSIDER** opening a 90/95 day notice savings account and transferring all funds from Nationwide Savings Account (Appendix 2).

25/71 FINANCE – To **CONSIDER** a letter from Yeovil Town Council asking for financial support for the Octagon Theatre Project (Appendix 3).

25/72 LCH – To **APPROVE** the LCH Cleaning Contract as recommended by LCH Committee.

a. Extract from LCH Committee Meeting Minutes:

CLEANING CONTRACT REVIEW.

2 quotes had been obtained, many companies had been reluctant to quote as the requirement was too small for their business.

- i) Quote 1 - £275 + VAT per month for a weekly clean and monthly safety inspection.
- ii) Quote 2 - £17/hr (approx. 6hrs/mth) and £20 month safety inspection.

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RESOLVED: To APPROVE Quote 2 for recommendation to parish council at their next planned meeting (Sept 25.)

25/73 REPORTS – To receive reports:

- a. Committees
- b. Working Parties
- c. Parish Councillors

25/74 ITEMS FOR THE NEXT AGENDA

25/75 DATE OF THE NEXT MEETING – Tuesday 21 Oct 2025 at 7.30pm, Lufton Community Hall, Augusta Park, BA22 8FJ. All agenda items to be notified to the clerk by Friday 10 Oct 2025.

END OF AGENDA

Section 3 – External Auditor's Report and Certificate 2024/25In respect of **Brympton Parish Council - SO0042****1 Respective responsibilities of the auditor and the authority**

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2025; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor's limited assurance opinion 2024/25

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

None.

3 External auditor certificate 2024/25

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2025.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

PKF Littlejohn LLP

Date

19/07/2025

Hinkley and Rugby Building Society

<https://www.hrbs.co.uk/savings-products/local-council-90-day-notice-deposit/>

Local Council 90 Day Notice Deposit

This account is suitable for Parish and Town Councils who are looking for a safe place for their money and are happy to give 90 days' notice in order to withdraw from the account.

This account is not suitable for councils who are unable to maintain a balance of £1,000, or who require instant access to their money.

Rate	Postcode Restricted
2.90% Gross /AER	No
Access	Interest
Yes subject to 90 days' notice	Annually
Minimum Investment	
£1,000	

Available to Parish and Town Councils.

This account can be opened and managed by post or at any of our branches and agencies. You can also manage your account by telephone or via H&R Online. Complete the application form and the declarations and consents. Take the completed documents, your deposit and the required identification to one of our branches or agencies, or post them to us at the address in this document

This account can have between two and four signatories.

The minimum deposit required to open and maintain this account is £1,000 and the maximum deposit is £500,000. The overall maximum holding by any one Local Council in respect of all savings accounts with the Society is £500,000. The opening deposit must be by a cheque drawn on the council's nominated bank account and payable to the council's name, or by electronic funds transfer from the council's nominated bank account. Cash deposits are not allowed to be paid into the account.

Please note, the minimum deposit must be credited to the account within 5 working days of the account being opened. If you fail to do so, you will be required to restart the application process.

Further Deposits

To pay money into your account by electronic transfer, please use these details:

- Account type: Business account
- Account name: The account name of your organisation
- Sort code: 40-05-30
- Account number: 74575938
- Reference or roll number: Your 11-digit Hinckley & Rugby account number. Without this, we will not be able to allocate the money to your account and it will be returned to sender.

You can also pay cheques into your account at any of our branches, or by post (to the branch or to our head office).

Contact us on 0800 434 6343 if you require any assistance. Opening hours are 9am to 5pm, Monday to Friday (closed on Bank Holidays).

The Cambridge Building Society

<https://www.cambridgebs.co.uk/savings/business-savings/council-saver#>



175

YEARS

Savings

Mortgages

Help & more

03

Open

Account name	Council Saver								
What is the interest rate?	Your interest will be paid annually, on the 31st December. We calculate the interest on the balance of your account at the end of each day. <table><tr><th>Minimum investments</th><th colspan="2">Gross p.a. / AER %</th></tr><tr><td>£1,000+</td><td colspan="2">1.90%</td></tr></table> You earn interest from the day your funds are paid into your account, until the day before you withdraw your funds.			Minimum investments	Gross p.a. / AER %		£1,000+	1.90%	
Minimum investments	Gross p.a. / AER %								
£1,000+	1.90%								
Can The Cambridge change the interest rate?	Interest rates are variable, that means we may change interest rates at any time if we reasonably believe that the change is needed. See the 'interest' section of the Terms and Conditions for full details.								
What would the estimated balance be after 12 months with a £1,000 deposit?	The following projection assumes the account is opened on 1st January and no further deposits or withdrawals are made. Projections are for illustrative purposes only and do not take into account individual circumstances. <table><tr><th>Deposit</th><th>Gross p.a. / AER %</th><th>Estimated balance after 12 months</th></tr><tr><td>£1,000</td><td>1.90%</td><td>£1,019.00</td></tr></table>			Deposit	Gross p.a. / AER %	Estimated balance after 12 months	£1,000	1.90%	£1,019.00
Deposit	Gross p.a. / AER %	Estimated balance after 12 months							
£1,000	1.90%	£1,019.00							

Summary Box

Account name 95 Day Business Savings Account

What is the interest rate?

- Where the balance on the account is £10,000 or more the interest will be 4.20% AER variable gross.
- AER stands for annual equivalent rate. It shows what the interest rate would be if interest was paid and compounded once each year.
- Interest is calculated daily and is paid into your account either monthly or annually, depending on the option you select at account opening.

Can Redwood Bank change the interest rate?

- Yes, this is a variable interest rate and we may change this rate at any time. If we make a rate reduction we will notify you in advance of the change taking effect, by providing you with at least 14 calendar days' notice plus the relevant notice period for your product.

What would the estimated balance be after 12 months based on a £10,000 deposit?

- Based on the interest rate of 4.20%, an account with £10,000 invested will have a balance of £10,420 after a year.
- This is for illustrative purposes only and does not take into account individual circumstances.
- This projection is based on receiving £10,000 on the day of the account opening which remains invested for 12 months.

How do I open and manage my account?

- This product is available to UK-based businesses (i.e. limited companies, partnerships, LLPs and sole traders, charities, associations, clubs and societies).
- Each customer can hold a maximum of £2 million across all savings accounts held with Redwood Bank.
- You can apply for an account online or by post and open it by making a first payment of at least £10,000. The account will start operating and earning interest on the working day we receive funds.
- You can appoint up to 4 authorised users.
- All payments need to be made into and from your nominated account.
- You can manage your account in writing, over the phone or online using secure login details, which are unique to you. If you'd prefer not to have online access, please let us know.
- You can close your account by letting us know in writing any time in the first 14 calendar days from account opening. After this date, you must provide the specified notice period of 95 days if you wish to close your account.

How do I open and manage my account?

Opening the account:

- open in branch or via post. The account must be opened with a cheque drawn from a UK bank account bearing the name of your Council
- the minimum amount required to open the account is £1,000
- invest between £1,000 and £2,500,000
- available to Parish and Town Councils
- the account must be opened with a cheque drawn from a UK bank account bearing the name of your Council
- the overall maximum holding by any one council with The Cambridge is £2,500,000

Manage the account:

- manage your account in branch or via post
- savings will only be accepted into the account via a cheque drawn from a UK bank account bearing the name of your Council.
- you can view and amend your details online or via The Cambridge money app. Once registered you can also use our online services to manage your account

Can I withdraw money?

You can withdraw cleared funds from your account, up to a maximum of twice a month, without giving notice or paying a fee. Withdrawals can only be made by cheque payable to your Council. Our normal branch limits for cheque withdrawals is £250,000. Larger cheque withdrawals are available upon request. We require at least four working days before cheques paid into your account can be drawn against.

Additional information

No tax will be automatically deducted from the interest paid on this account. Tax treatment and rate of interest payable may change in the future.



Yeovil Town Council

Town House
19 Union Street
Yeovil
Somerset
BA20 1PQ

Website : www.yeovil.gov.uk

Amanda Card Chief Executive / Town Clerk

Julie Ferguson
Brympton Parish Council

Via e-mail:
clerk@brymptonparishcouncil.gov.uk

Date: 2nd September 2025
Your Ref:
Our Ref:
Ask for:
E-mail: amanda.card@yeovil.gov.uk

Dear Julie Ferguson

Financial Support for the Octagon Theatre Project

We are writing to request your consideration of funding to support the redevelopment of the Octagon Theatre in Yeovil.

As the principal theatre serving Somerset and Dorset, the Octagon has welcomed over 120,000 audience members annually and played a vital role in enriching the cultural life of our communities while contributing significantly to the local economy. We are aware that many residents of your parish value and regularly attend performances at the venue.

The theatre closed in May 2023 in preparation for a major redevelopment project initially budgeted at £29.01 million. Due to the financial constraints faced by Somerset Council, this original scheme has been scaled back. A revised, yet impactful project is now being developed, with a current budget of approximately £15 million, funded through:

- **£10 million** from the Department for Culture, Media and Sport (DCMS)
- **£3.75 million** (in principle) from Yeovil Town Council
- **£1.75 million** from other secured or anticipated sources (including fundraising, ticket levies, and Section 106 contributions)

The overarching aim remains to transform the Octagon Theatre into a “**cultural hub**” for Somerset, Dorset, and the wider region. The venue has already been designated as an **Arts Council National Portfolio Organisation** and appointed as the **Music Education Hub Lead Organisation** for Somerset and Dorset, with ongoing funding from Arts Council England and the Department for Education. These developments demonstrate the significant educational and cultural benefits the theatre will deliver for residents across the region.

Somerset Council will continue to lead and manage the redevelopment project, but as you will be aware, the Council has declared a financial emergency and cannot provide additional funding. Yeovil Town Council has stepped forward to take over the theatre's long-term management once redevelopment is complete, demonstrating its commitment to the theatre's future. YTC's proposed funding is currently subject to public consultation.

As part of this consultation, we have received strong feedback from residents in various parishes expressing support for the theatre and suggesting that their own parish councils might wish to give a one-off capital contribution toward its future, following the framework below:

Council annual precept	Suggested one-off capital contribution
Under £5,000	£1,000
50,000 £250,000	£25,000
£250,000 - £500,000	£50,000
£500,000 - £1million	£100,000
Over £1million	£200,000

We are therefore inviting local parish and town councils to join us in securing the future of the Octagon Theatre. Your support would form part of a broader collaborative effort to sustain and enhance this valuable regional asset.

We would be pleased to attend a future meeting of your council to discuss this proposal in more detail and answer any questions you may have.

Thank you for considering this important opportunity. By working together, we can ensure that the Octagon Theatre continues to serve and inspire our communities for generations to come.

Yours faithfully



Cllr Andy Soughton
Leader of Yeovil Town Council
Chair of Finance & Policy Executive



Cllr Graham Oakes
Chair of Culture, Events & Promotions



Amanda Card
Chief Executive / Town Clerk



Adam Burgan
Director of Culture, Events & Promotions