

Minutes for the meeting of Brympton Parish Council held at The Parish Room, Abbey Community Centre, Yeovil on Wednesday 22 January 2025 at 19:30hrs

Present – Cllrs Joe Conway, Lynn Goodby, Paul Herbert, Graham Pritchard (Chair), Ian Schafer, Roger Simonite, Peter Seib, Jeny Snell (8).

In attendance – Julie Ferguson (Clerk).

Public Session – 3 members of the public were present (part-time).

Police Crime Report (Clerk) – The Yeovil Rural crime figures for November 24 had been circulated.
Somerset Councillor (SCllr) Report – Cllr Seib answered questions on his report related to the LGBCE Boundary Review, including the process and timescales.

24/181 APOLOGIES FOR ABSENCE – Council received apologies from:
Cllr L Simonite – personal. Accepted.

24/182 DECLARATIONS OF INTEREST

- Cllr J Snell – Item 197, non-pecuniary.
- Cllr P Seib – Item 197, non-pecuniary.
- Cllr I Schafer – Item 197, non-pecuniary.
- Cllr J Conway – Item 197, non-pecuniary.
- Cllr P Herbert – Item 197, non-pecuniary.

24/183 MINUTES OF PREVIOUS MEETINGS

RESOLVED: To **APPROVE** the minutes of the parish council meeting held on 18 Dec 24.

24/184 TO CO-OPT MEMBERS TO THE PARISH COUNCIL (2 Vacancies).

RESOLVED: To **APPROVE** the co-option of Adrian Wilkes to BPC. The Declaration of Acceptance of Office was signed, Cllr Wilkes was welcomed and took a seat on the Council.

24/185 ACTION LIST UPDATE – APPENDIX 1.

24/186 CHAIR'S ANNOUNCEMENTS

- Cllrs Pritchard, Simonite, Conway and the clerk visited Agusta Park to assess areas for future amenity development prior to hand over from Persimmon: Market Square, play areas and further landscaping.
- Rev. Sarah Sanderson now taken over the running of Lufton Youth Club (LCH Fridays 7pm-9pm). Volunteer help needed to run the popular session on a rotating basis. Contact Parish Clerk for more details.
- Kingfisher School has passed a recent Ofsted Inspection, maintaining the previously awarded Outstanding rating. The report is available to read.
- An issue with the building insurance of the LCH is being worked through with PPAT.

24/187 CLERK'S REPORT

- a. Ranger report. Circulated and noted.
- b. Defibrillator report. To be reported at Item 194.
- c. Cllr Election. No Poll cards requested.

24/188 CORRESPONDENCE.

- a. Have your say on Somerset's Budget for 2025. Noted.
- b. SC New Fostering Campaign. Noted.

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- c. Important update for Better Buses for Somerset. Noted.
- d. Wessex Water Community drop-ins. Noted.
- e. SALC Community Health & Wellbeing Grants. Noted.
- f. Somerset Bus Partnership – Update on Bus Funding. Noted.
- g. SC Devolution EOI – Dorset, Somerset and Wiltshire. Noted.
- h. Flood Warden Newsletter. Noted.
- i. SC Local Plan Call for Sites. Noted.
- j. Letter from Adam Dance MP on HASU. Request to support local campaign. **RESOLVED:** To **SUPPORT** the local campaign to save Yeovil HASU.

24/189 PLANNING – Decisions for **REPORT**. Noted.

- a. [24/02789/HOU](#). Demolition of existing conservatory and erection of side extension. Houndstone Cottage Preston Road BA22 8TF. APPROVED.
- b. [24/02792/TPO](#). Application to carry out Tree Surgery Works to No. 4 Trees as shown within the South Somerset District Council (BRYM 5) 1999 Tree Preservation Order. Land At Percivale Road Yeovil. APPROVED
- c. [24/02617/FUL](#). Construction of new two bay vehicle workshop. Howards Motor Group Lufton Way Houndstone Business Park Yeovil BA22 8PT. APPROVED

24/190 PLANNING – Applications for **COMMENT**.

- a. [24/02953/HOU](#). Front porch extension, side extension and back extension. 3 Milton Close Brympton BA21 3TH.
RESOLVED: To **SUPPORT** the application with no comments.
- b. [24/02998/HOU](#). Proposed increase in roof pitch to accommodate proposed loft conversion. 8 Long Mead Brympton BA21 3RH.
RESOLVED: To **SUPPORT** the application with no comments.

24/191 FINANCE – Receipts

DECEMBER 24 Receipts		
Payee	Particulars	Amount
VARIOUS	LCH HIRE FEES DEC	£ 1,821.50
NATIONWIDE	INTEREST OCT24-DEC24	£ 422.58
UNITY TRUST BANK	INTEREST DEC24	£ 456.46
TOTAL		£ 2,244.08

NOTED: December 24 receipts.

24/192 FINANCE – Payments

Inv	Payee	Particulars	Invoice Number	Amount	
1	SOMERSET COUNCIL	PLAY INSP & RANGER (DEC)	30096578/6602/6683	£ 3,032.18	
2	KARMA CLEANING	LCH CLEANING DEC/JAN	INV-0239	£ 140.00	
3	TIMEBACK ACCOUNTS	PAYROLL DEC 24	6888	£ 6.00	
4	STAFF	EMOLUMENTS JAN25		£ 1,174.42	
5	J FERGUSON	REIMBURSE LCH SUPPLIES		£ 24.50	
6	BRIMSMORE GARDENS	GIFT VOUCHERS		£ 50.00	REPORT
7	DAG DESIGN	ANNUAL WEBSITE HOSTING	1648	£ 200.00	
8	YEOVIL RIVERS COMMUNITY TRUST	WORK AT ALVINGTON POND	YRCT-051	£ 750.00	
9	STRIPE	HALLMASTER ADMIN/PAYMENT TEST		£ 0.47	REPORT
10	PETER SEIB	REIMBURSE DEFIB PADS		£ 112.79	
11	SCREWFIX	INDUSTRIAL SHELVING LCH		£ 879.98	REPORT
	TOTAL			£ 6,370.34	

RESOLVED: To **APPROVE** January 25 Payment Schedule.

24/193 FINANCE – Q3 Summary, Cashbook/BR.

RESOLVED: To **APPROVE** the Cashbook/ Bank Reconciliation and to **NOTE** the Q3 (1 Apr 24 – 31 Dec 24) Budget Summary and bank balances (**APPENDIX 2**).

24/194 FINANCE – To APPROVE a budget for installation of the Defibrillators (x2).

RESOLVED: To **APPROVE** a budget of £700 for installation of Defibrillators.

24/195 FINANCE – To CONSIDER a grant application from Lufton Church for **£3000**:

To create Toilet Accommodation, by replacing a former derelict shed, to provide an integral self-contained toilet cubicle.

For the last 1000+ years the congregation has been without toilet facilities, both in the present building, and in the previous two. Now that our congregations have grown in number, and particularly with the addition of children attending our services, and the increased use of the building, together with the wish of the Kingfisher School to visit the building, the lack of toilet provision is a serious hindrance, not only for the mission of the Church, but also for our Summer Recital Series, and the other uses of the building, as a venue for talks and week-day meetings. The Church is also now being visited by a number of walkers and others, who make use of the church, either for quiet meditation and prayer, or who avail themselves of the refreshments we make available every day. Over the Christmas period we provided a hired 'Portaloo', and we noted that it was used both by our congregation and by passing walkers, so there is obviously a need for such facilities being available.

Our only source of funding is the efforts made by the congregation in their weekly offerings, and in fund-raising. We have no other source of income.

RESOLVED: To **APPROVE** a grant application from Lufton Church for **£3000** subject to confirmation from the planning authority that planning permission is not required.

24/196 FINANCE – To CONSIDER a grant application from Citizens Advice Somerset for **£664**:

We would like to apply to the Parish Council for a grant towards the cost of providing advice, support and specialist casework that enables the people of Brympton to plan for and manage through key life events and change.

We're seeing an increase in the complexity of advice cases due to linked issues, for example a loss or reduction of income leads to money worries – having to choose between 'heat or eat' – experiencing negative budgets and serious money concerns, unpaid rent and other debts. All of which can have a detrimental impact on an individual's health leading to additional problems. Our advisers ensure that people in Somerset can access the help they need to:

1. Act early and prevent a problem deteriorating,
2. Address critical issues and crisis,
3. Work through long-term or underlying issues that are causing financial distress or enduring disadvantage.

Between April and September 2024 we supported and advised 103 residents of Brympton. We anticipate supporting approximately 210 residents in the coming financial year.

Our client experience survey data tells us that 86% of clients feel we helped them find a way forward and 64% feel less stressed, anxious or depressed.

For every £1 invested in Citizens Advice Somerset we generate personal value of £13.42. We help individual clients to achieve individual financial outcomes like getting backdated benefits, writing-off debts and refunds for consumer issues.

We have received reduced grant funding from Somerset and are in the process of applying to all town and parish councils to seek contributions towards the shortfall.

RESOLVED: To **APPROVE** a grant application from CAB Somerset for **£664**.

24/197 FINANCE – To CONSIDER a grant application from Life Education for £310:

Visit to Preston Primary School on 17/3/25 seeing 419 children over 2 days.

Through our annual visits, children progressively acquire the skills and knowledge to make their own healthy choices in life. As well as helping the children who participate, the benefits of this preventative education cascade out to the wider community, as children who make the right healthy choices grow up to become better citizens and make a positive contribution to society. No other funding specifically for this visit.

RESOLVED: To **APPROVE** a grant application from Life Education for **£310**.

24/198 FINANCE – To CONSIDER a grant application from 1st Preston Plucknett Guides for £280:

Portable gas stoves, cooking pots and gazebo to allow us to do outdoor cooking with the guides. A large proportion of our guides live within BPC area. With these items we will be able to teach girls to cook with fresh ingredients. This should allow them to gain skills to look after themselves in the future and their potential families.

We claim gift aid, but not all parents are taxpayers.

RESOLVED: To **APPROVE** a grant application from 1st Preston Plucknett Guides for **£280**.

24/199 FINANCE – To CONSIDER a grant application from 1st Preston Plucknett Brownies for £200:

Easter craft day. Most of the Brownies currently enrolled live within the Parish of Brympton. The craft day (Saturday 29th March) allows girls to spend time doing activities that they enjoy without the time pressures usually associated with an evening session. All other funding comes from subs paid by parents.

RESOLVED: To **APPROVE** a grant application from 1st Preston Plucknett Brownies for **£200**.

24/200 FINANCE – Budget and Reserves Transfer

RESOLVED: To **APPROVE** the Budget for 2025-26 (**APPENDIX 3**) to include a transfer of £10K from Admin Reserve to Market Square Reserve and the transfer of surplus from LCH budget lines (income less payments) to GRANT budget line @ EoY (April 25).

24/201 FINANCE – Precept

RESOLVED: To **APPROVE** the 2025-25 Precept Request for **£120,450.00**.

24/202 AGUSTA PARK – To CONSIDER options for Market Square.

Cllr Simonite reported on installation options for a height restrictive barrier to control access to Market Square as a car park. It agreed that quotes would be considered at a future meeting.

ACTION: Cllr R Simonite

24/203 HIGHWAYS

a. Any Highways issues¹

Cllr Schafer raised the issue of irresponsible parking by parents outside Preston Primary School as being an accident waiting to happen. All Cllrs agreed however have no power to enforce parking restrictions. It was suggested that the school send letters to all parents asking that they park and drive responsibly when collecting or dropping off children and also requesting that the PCSO visit at these busy times. The clerk also agreed request PCSO attendance.

ACTION: Clerk

¹ 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)

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24/204 OPEN SPACES WORKING PARTY – To REPORT on progress to date.

CLLr R Simonite would be discussing the Wildflower Meadow preparation and outstanding quotes for benches, swing seat, bridge improvements and parish bins at a meeting with SC the following week and report back at the next PC meeting.

24/205 REPORTS – To receive any reports:¹

- a. Committees. None.
- b. Working Parties. None.
- c. Parish Councillors. CLLr R Simonite reported that litter picking continued to be organised by CLLr L Simonite and volunteers were still needed.
- d. Crime and disorder. None.

24/206 ITEMS FOR THE NEXT AGENDA

- Wildflower area proposal
- 20mph on Stourton Way
- Recognition of excellent Ofsted Report for Kingfisher Primary School

24/207 DATE OF THE NEXT MEETING – Wed 19 Feb 2025 at 7.30pm, the Parish Room, Abbey Community Centre, BA22 3TL. All agenda items to be notified to the clerk by Fri 7 Feb 2025.

APPENDIX 1

ACTION LIST @ JAN25 MEETING

AGENDA ITEM	ACTION OWNER	ACTION	BY	COMMENTS	STATUS
24/70	L Simonite & Clerk	Defibrillators in the Parish - Obtain necessary permissions for preferred sites (Persimmon and Abri)	ASAP	<ul style="list-style-type: none"> • 2 Units delivered and progress being made on installation (JF). Budget on Jan25 meeting. 	Ongoing
24/73 24/74 24/75 24/76 24/78	OSWP	<ul style="list-style-type: none"> • Quotes for purchase and installation of 2 benches in Oak Tree Park (RS/IS/JF) 	ASAP/ Dec meeting	<ul style="list-style-type: none"> • Budget of £2000 agreed for benches • Awaiting quotes for all work from Q Coleman (SC). 	Ongoing
24/137	G Pritchard & Clerk	<ul style="list-style-type: none"> • LCH User Agreement update 	ASAP	<ul style="list-style-type: none"> • Draft User Agreement with PPAT for legal advice. 	Ongoing
LCH Cttee	OSWP	<ul style="list-style-type: none"> • Proposed sites for Augusta Park noticeboards (2) 	ASAP	<ul style="list-style-type: none"> • LCH Cttee requested OSWP to look into suitable sites 	Ongoing
24/169 d	Clerk	Request to Landlord for bollards to be installed preventing footpath to ACA from being obstructed	ASAP	<ul style="list-style-type: none"> • Email sent to Twoleaf Management Company requesting work to be done 	Ongoing
24/169 f	Clerk	Identify existing Warm Hub provisions locally	Jan25 meeting	<ul style="list-style-type: none"> • Warm Hub provisions list posted on BPC facebook page. 	COMPLETE
24 176	Clerk	<ul style="list-style-type: none"> • Request additional SID sites on Western Avenue • Discuss SID sites on Montacute Road with Persimmon 	Jan25 meeting	<ul style="list-style-type: none"> • Email sent to SC Highways requesting additional sites on Western Avenue • Persimmon agreed to consider SID sites. BPC to look into suitable locations to put to PH for approval 	Ongoing
24 176 c	Clerk	Request adjustment of white lines between Houndstone Retail Park and Asda to permit 2 lanes of traffic down to roundabout	Jan25 meeting	<ul style="list-style-type: none"> • Email sent to SC Highways and response received agreeing to take measurements 	Ongoing

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APPENDIX 2

BRYMPTON PARISH COUNCIL Q3 SUMMARY						
Receipts and Payments Summary for the year ending 31st March 2025						
		<i>Last Year</i>	<i>This Year</i>	<i>This Year</i>	<i>This Year</i>	<i>This Year</i>
	RECEIPTS	2023-24	2024-25	Budget 2024-25	Budget remaining 2024-25 (£)	Budget remaining 2024-25
	Precept	£ 74,319.00	£ 80,565.00	£ 64,890.00		
	Interest	£ 2,458.70	£ 2,008.23	£ 10.00		
	LCH Income	£ 6,872.10	£ 9,440.50	£ 1,296.00		
	VAT Refund	£ 5,475.41	£ 3,214.57	£ 4,369.24		
	Grants & Donations	£ -	£ -	£ -		
	CIL	£ -	£ 2,087.44	£ -		
	TOTAL RECEIPTS	£ 89,125.21	£ 97,315.74	£ 70,565.24		
	PAYMENTS					
STAFF	Salaries	£ 25,982.38	£ 22,126.60	£ 29,000.00	£ 6,873.40	24%
	Allowances/expenses	£ -	£ 489.92	£ 200.00	-£ 289.92	-145%
	Locum services	£ -	£ -	£ 11,500.00	£ 11,500.00	100%
ADMIN	Office - meetings/website/payroll	£ 1,041.83	£ 2,006.52	£ 1,650.00	-£ 356.52	-22%
	Insurances	£ 821.29	£ 886.82	£ 1,000.00	£ 113.18	11%
	Audit	£ 658.00	£ 711.00	£ 800.00	£ 89.00	11%
	Training	£ 190.00	£ 95.00	£ 500.00	£ 405.00	81%
	Subscriptions	£ 1,936.01	£ 1,564.51	£ 1,800.00	£ 235.49	13%
	Communications (Newslink/Website)	£ -	£ -	£ 600.00	£ 600.00	100%
	Election	£ -	£ -	£ 3,500.00	£ 3,500.00	100%
	Lufton Community Centre	£ 8,463.76	£ 5,819.09	£ 8,000.00	£ 2,180.91	27%
CIVIC	Cllrs allowances	£ 400.00	£ -	£ 700.00	£ 700.00	100%
	Cllrs PAYE	£ -	£ -	£ 140.00	£ 140.00	100%
	Cllrs expenses	£ 10.00	£ 51.30	£ 100.00	£ 48.70	49%
	Chairman's Allowance	£ 72.50	£ 185.00	£ 350.00	£ 165.00	47%
GRANTS	Monthly coffee morning	£ -	£ 1,000.00	£ 1,000.00	£ -	0%
S137	Thorne Jubilee Hall	£ -	£ -	£ 125.00	£ 125.00	100%
	Other	£ 10,634.42	£ 10,492.00	£ 17,000.00	£ 6,508.00	38%
PARISH	General maintenance - all areas	£ 10,801.90	£ 1,095.03	£ 31,000.00	£ 29,904.97	96%
SVCS	Ranger	£ 23,123.21	£ 18,299.46	£ 27,000.00	£ 8,700.54	32%
	Play area inspections		£ 427.82			
	Allotments	£ -	£ -	£ 600.00	£ 600.00	100%
	Parish assets - bins/noticeboards	£ 2,247.90	£ 6,605.42	£ 7,000.00	£ 394.58	6%
	Litter picking	£ -	£ -	£ 1,000.00	£ 1,000.00	100%
	Youth services	£ -	£ -	£ 1,000.00	£ 1,000.00	100%
	Awards - REMOVE	£ 50.00	£ -	£ -	£ -	0%
	Events	£ 1,140.00	£ 150.00	£ 1,000.00	£ 850.00	85%
	VAT incurred on payments in year	£ 5,297.20	£ 5,106.51			
	TOTAL PAYMENTS	£ 87,573.20	£ 77,112.00	£ 146,565.00	£ 69,453.00	
	Excess of Receipts over Payments		£ 20,203.74			
	plus balances b/fwd		£ 125,746.75			
	Balances c/fwd	£ 125,746.75	£ 145,950.49	CASHBOOK TOTAL		

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APPENDIX 3

BRYMPTON PARISH COUNCIL - BUDGET 2025-26			
		This Year	Next Year
RECEIPTS		2024/ 25	2025/ 26
		Budget	Budget
Income	Precept	£ -	
	Deposit Interest	£ -	£ 2,000.00
	LCH Income	£ -	£ 9,000.00
	VAT refund	£ -	£ 5,000.00
	Grants and Donations	£ -	£ -
	Other income	£ -	£ -
TOTAL RECEIPTS		£ -	£ 16,000.00
PAYMENTS			
Administration	Salaries	£ 29,000.00	£ 32,500.00
	Allowances/expenses/mileage	£ 200.00	£ 550.00
	Office/Admin expenses	£ 1,650.00	£ 3,300.00
	Insurances	£ 1,000.00	£ 1,200.00
	Audit	£ 800.00	£ 800.00
	Training	£ 500.00	£ 500.00
	Subscriptions	£ 1,800.00	£ 1,700.00
	Communications (Newslink/Website)	£ 600.00	£ 200.00
	Lufton Community Hall	£ -	£ 8,250.00
	Cllr Allowances	£ 700.00	£ 400.00
	Cllrs PAYE	£ 140.00	£ 100.00
	Cllrs Expenses	£ 100.00	£ 100.00
	Chairmans Allowance (inc. Awards)	£ 350.00	£ 250.00
	Election (NEW)		£ 5,000.00
Maintenance	General Maintenance - all areas	£ 6,000.00	£ 8,000.00
	Ranger	£ 27,000.00	£ 29,500.00
	OSWP Parish Assets & Maint (NEW)	£ -	£ 2,000.00
	Refuse management (NEW)		£ 13,000.00
	Play Area Inspections	£ -	£ 3,800.00
	Playground maintenance (NEW)		£ -
	Environmental projects (NEW)	£ -	£ 10,400.00
	Litter picking/flower beds	£ 1,000.00	£ 100.00
Allotments	£ 600.00	£ -	
Projects	Defibrillators (NEW)		£ 500.00
	Play Equipment (RESERVE)		£ 5,000.00
	Warm Hub (NEW)		£ 1,800.00
	Events	£ 1,000.00	£ 500.00
	Market Square		£ 5,000.00
	GRANTS S137	£ 8,125.00	£ 15,000.00
<i>VAT incurred on payments in year</i>			
TOTAL PAYMENTS		£ 80,565.00	£ 149,450.00