

**Keinton Mandeville Parish Council**  
 Minutes of a meeting of the Parish Council Meeting held on  
**Tuesday 06 January 2026 at 1930** at Keinton Mandeville Village Hall

Present: Mr T Ireland (Chair), Mrs C Calcutt, Mr T Ryder, Mrs D Von Bergen, Mr K Sturgess and Mr C Lane.  
 In attendance: Kaye Elston (Clerk), and four members of the community.

<b>Item 1</b> <b>25/26/225</b>	<b>Apologies for absence.</b> <ul style="list-style-type: none"> <li>Mr K White and Councillor Stephen Page. These were accepted.</li> </ul>
<b>25/26/226</b>	<b>Public Session –</b> <ul style="list-style-type: none"> <li>SHOCK update – still awaiting a response from Somerset Council from the Pre pre-Action letter. There is a proposal to set up a group in addition to SHOCK that is wider and will be Somerset Communities Raging Against Poor Planning (SCRAPP). The first meeting will be on 23 January at Keinton Mandeville Village Hall at 1930. Chairs of parish councils have received an invitation.</li> <li>Planning application on the agenda 25/02825/S73A Land at Sycamore Farm – applicant spoke and advised that the initial planning was for five dwellings and one has already been built. One of the reserved matters was to put a footpath on the verge but it is unclear how this is beneficial as it would not lead to anywhere. It would also require the hedge to be removed as the verge is not wide enough for a footpath.</li> <li>Path between Village Hall and the edge of Lakeview and proposal to resurface – the Village Hall has resurfaced the part they are responsible for and the request is for the parish council to complete the remainder to Lakeview. The landowner will need to be asked for permission and at the same time Mr Von-Bergen advised he would ask if the stone could be removed at the end of the path.</li> </ul>
<b>Item 3</b> <b>25/26/227</b>	<b>Declarations of interest</b> <ul style="list-style-type: none"> <li>Mrs Von-Bergen declared an interest in the PCC Grant Application.</li> </ul>
<b>Item 4</b> <b>25/26/228</b>	<b>Minutes of the last meeting held 02.12.2025</b> <ul style="list-style-type: none"> <li>Minutes agreed to be a true record of the meeting.</li> </ul> <p><i>Proposed: Mr T Ryder</i>  <i>Seconded: Mr K Sturgess</i>  <i>All councillors present in agreement</i></p>
<b>Item 5</b> <b>25/26/229</b>	<b>Actions and Matters arising</b> Completed actions at the end of these minutes <ul style="list-style-type: none"> <li>See actions at the end of the minutes.</li> </ul>
<b>Item 6</b> <b>25/26/230</b>	<b>Report from Somerset Unitary Councillors – Stephen Page</b> <ul style="list-style-type: none"> <li>There was no update as Councillor Page was absent from the meeting.</li> </ul>
<b>Item 7</b> <b>25/26/231</b>	<b>Judicial Review – next steps</b> <ul style="list-style-type: none"> <li>No updates. SHOCK meeting on Tuesday 20 January 2026 which Mr Ireland will attend.</li> </ul>
<b>Item 8</b> <b>25/26/232</b>	<b>Planning applications</b> <ul style="list-style-type: none"> <li><b>25/02825/S73A Land at Sycamore Farm, Barton Road, Keinton Mandeville, Somerton TA11 6EA</b> – Application to vary Condition 01 (approval plans) for the removal of the footway relating to planning consent 21/01034/REM; Reserved matters application of access, appearance, landscaping, layout and scale following outline approval 19/00709/OUT for the erection of five dwellings. <b>Councillors were in agreement to support application.</b></li> </ul>
<b>Item 9</b> <b>25/26/233</b>	<b>Determination of Planning.</b> The following notice was received: <ul style="list-style-type: none"> <li><b>25/02895/DOC1 Coombe Quarry, Coombe Hill, Keinton Mandeville, Somerton TA11 6DQ</b> – Discharge of Conditions No. 09 (Lighting for Bats), No. 13 (Bat Licence), No. 14 (Bat Prevention Measure), and No. 16 (BEMP) of planning permission 25/00295/FUL. <b>Discharged.</b></li> <li><b>24/00983/FUL Cottons Orchard, Castle Street, Keinton Mandeville, Somerton TA11 6FU</b> – Erection of five single storey dwellings. <b>Agreed with conditions.</b></li> </ul>
<b>Item 10</b> <b>25/26/234</b>	<b>Other planning matters.</b> <ul style="list-style-type: none"> <li>Neighbourhood Plan – currently working on version 8 which is now ready to submit to the consultant and then Jo Wilkins at Somerset Council within the next couple of days. Once that stage has been completed the documents will need to be placed on the website which will be in approximately four weeks time.</li> </ul>
<b>Item 11</b> <b>25/26/235</b>	<b>Environment Champion</b> <ul style="list-style-type: none"> <li>Copse at the Village Hall – Mr Ryder advised that two trees in the copse have been moved back to replace two dead ones. This has reduced the risk of them impacting on the MUGA. The</li> </ul>

	public liability is covered by the Village Hall. The question that the village hall need to know is who will continue to maintain the copse if Keinton Environment Group (KEG) no longer exists. It was agreed that the parish council will continue to maintain the copse if KEG no longer exist.							
<b>Item 12</b> <b>25/26/236</b>	<b>Finance and Payments (RFO – Clerk)</b> Resolved: It was proposed and unanimously agreed to approve the following payments 201473 Kaye Elston (clerk salary) £570.72 201474 VOID 201475 HMRC Cumbernauld (PAYE) £460.52 201476 RC & J Harrison (fencing) £462.00 201477 KMVH (grant tabletop games) £54.00 201478 Kaye Elston (clerk expenses) £5.35 201479 KM & KW PCC (church grant) £1600							
<b>Item 13</b> <b>25/26/237</b>	Receipts • Interest received on two business reserve accounts	£15.54 and £155.98						
<b>Item 14</b> <b>25/26/238</b>	<p><b>Other finance matters and balances on accounts</b></p> <ul style="list-style-type: none"> <li>Balance on accounts           <table> <tr><td>Current account</td><td>£1,000</td></tr> <tr><td>Business Savings Account 1</td><td>£46 274.11</td></tr> <tr><td>Business Savings Account 2</td><td>£5342.65</td></tr> </table> </li> <li>Summary of income and expenditure – accounts and statements circulated to councillors prior to the meeting.</li> <li>Internal Audit – there are no actions outstanding currently.</li> <li>New website update – new emails soon to be in place</li> <li>Section 106 funding for Lakeside and Gallion update – no update.</li> <li>Barclays Bank online account setting up – clerk and Mrs Calcutt and Mr Lane can now access. Mr Lane to reapply for Mr Ryder.</li> </ul> <p><b>ACTION: Mr Lane</b></p> <ul style="list-style-type: none"> <li>Lease cost for Happy Tracks review update – no further update.</li> <li>Purchase of defib and two Bleed kits – the two Blood Kits have arrived one is due to be placed next to the defib already in place at the school. The second defib has arrived and needs to be installed at the Quarry Inn and Mr Lane is trying to make contact with the electrician.</li> <li>Precept request – draft budget has been circulated but still requires some tweaking. Councillors were in agreement that the precept needs to increase to enable them to continue to complete their statutory duties and to continue to provide for the community. It was agreed to increase the precept request for 2026-7 (request for 2025-6 was £22 765) to £24 000. With the current number of houses in the village this precept request will be an increase of £2.25 per annum for bank D properties. Clerk to submit precept request by 31.01.2026.</li> </ul> <p><b>ACTION: Clerk</b></p>		Current account	£1,000	Business Savings Account 1	£46 274.11	Business Savings Account 2	£5342.65
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<b>Item 15</b> <b>25/26/239</b>	<p><b>Grant requests.</b> Receive the following grant requests – Mrs D Von Bergen left the meeting for this discussion.</p> <ul style="list-style-type: none"> <li>Keinton Mandeville and Kingweston Parochial Church Council – grant request in the sum of £1600 for churchyard maintenance. Councillors were in agreement to make the donation.</li> </ul> <p><b>Proposed: Mr C Lane</b> <b>Seconded: Mr T Ryder</b> <b>All councillors present in agreement</b></p>							
<b>Item 16</b> <b>25/26/240</b>	<p><b>Highways.</b> Consider the following and agree any actions arising:</p> <ul style="list-style-type: none"> <li>Reports of issues in the village – there are yellow and black signs around the village from housing developments and the signs should be removed within six months of the project being completed. Contact Gallion Homes and ask them to remove.</li> </ul> <p><b>ACTION: Clerk</b></p> <ul style="list-style-type: none"> <li>Drains and gullies work – no updates</li> <li>Fingerpost – the installer of the fingerpost has advised that he is going to Bristol Foundry to collect what is ready.</li> <li>Speed restrictions of 20mph in the village update – email from Highways to ask if one of the SID posts can be used to put one of the 20mph signs on. Councillors had already agreed over email and the clerk has advised Highways. Parish council were in agreement to budget for a replacement during the next financial year.</li> </ul>							

	<ul style="list-style-type: none"> <li>Parking by bollards on Irvine Road – Trevor had observed parking in the way of the cycle path again, so will continue to monitor the situation. It was agreed to take this item off the agenda going forward.</li> <li>Widening pavements in the High Street – consideration of request and information sent by member of the community. Councillors were in agreement that this is an issue and would be in the planning for Phase 2 of the traffic calming process.</li> <li>Overhanging hedges/greenery on footpaths which impedes people walking on the pavement along the north side of the High Street – Mr Sturgess notified Highways and the hedge has been trimmed back slightly.</li> </ul> <p><b>Speed Indicator Device Report</b> – no data for this month.</p> <p><b>Community Speedwatch Report – update</b></p> <ul style="list-style-type: none"> <li>The team are getting out when they can if the weather permits. The team have received a report from the Chief of Police to thank Speedwatch teams for their work.</li> </ul>
<b>Item 18</b> <b>25/26/241</b>	<b>Parish Paths.</b> Update / items to report. <ul style="list-style-type: none"> <li>The footpath L16/1 known as the Humps and Hollows to Northfield Farm update – The Ramblers Association have agreed to contact the landowner to see if they can get permission to do some work.</li> </ul>
<b>Item 19</b> <b>25/26/242</b>	<b>Play Areas.</b> <ul style="list-style-type: none"> <li>Inspection Report – the invoice for the last 12 months from Somerset Council has just come through in the sum of £97.78.</li> <li>Quote for inspection 2026-7 is in the sum of £81.48 net.</li> <li>Recent report made a comment that the matting at the end of the clipclop bridge but when Playsafe the manufacturer was contacted they advised it is not a trip hazard.</li> </ul>
<b>Item 20</b> <b>25/26/243</b>	<b>Keinton Mandeville Playing Field</b> <ul style="list-style-type: none"> <li>Legal work required to register the title for the Keinton Mandeville Playing Field update – clerk and two other councillors need to complete their ID cheques. Deposit for work in the sum of £500 already agreed by councillors can be paid though the online banking system. Clerk to set up once the invoice has been received.</li> </ul> <p><b>ACTION: Clerk</b></p>
<b>Item 21</b> <b>25/26/244</b>	<b>Maintenance.</b> <ul style="list-style-type: none"> <li>Grit bins – need to advise the public they can use them.</li> </ul>
<b>Item 22</b> <b>25/26/245</b>	<b>Village Hall Report</b> <ul style="list-style-type: none"> <li>The carpark has started to develop dips so they have been filled with gravel.</li> <li>The Village Hall have paid to have the top of the lane repaired even though they do not own it.</li> </ul>
<b>Item 23</b> <b>25/26/246</b>	<b>Councillor Training</b> <ul style="list-style-type: none"> <li>VAT and parish councils –SALC training newsletter circulated to councillors.</li> <li>Mrs Calcutt has attended data protection training.</li> </ul>
<b>Item 24</b> <b>25/26/247</b>	<b>Correspondence.</b> Receive the following correspondence and agree any actions arising: <ul style="list-style-type: none"> <li>Avalon and Poldens LCN next meeting 07.01.2026 at Baltonsborough Village Hall – Mr Lane to attend</li> </ul>
<b>Item 25</b> <b>25/26/248</b>	<b>Correspondence. Circulation</b> SCC updates, SWP briefings, SSDC updates, SSDC Environment <ul style="list-style-type: none"> <li>SALC Newsletter</li> <li>NALC publications</li> <li>Somerset Wildlife Trust</li> <li>•</li> </ul>
<b>Item 26</b> <b>25/26/249</b>	<b>PR.</b> Items for inclusion in the next edition of the Parish Magazine, for the website and social media sites. <ul style="list-style-type: none"> <li>Precept</li> <li>Update re judicial review process</li> <li>Hedges overgrowing and people helping</li> </ul>
<b>Item 27</b> <b>25/26/250</b>	<b>Future agenda Items</b> <ul style="list-style-type: none"> <li>Budget confirmation.</li> </ul>
<b>Item 28</b> <b>25/26/251</b>	<b>Any other reports</b> <ul style="list-style-type: none"> <li>None</li> </ul>
<b>Item 29</b> <b>25/26/252</b>	<b>Date of next meeting:</b> <ul style="list-style-type: none"> <li><b>Tuesday 03 February 2026 at 1930 – Full Parish Council Meeting</b></li> </ul>

	<b>OCTOBER 2024 MEETING</b>		
23/24/159	Draft agreement for grass contractor	Clerk	<b>ONGOING</b>
	<b>JUNE 2025</b>		
25/26/050	Scan of map which cited the Ransom Strip at the Village Hall	Mrs C Calcutt and Mr K White	<b>ONGOING</b>
	<b>OCTOBER 2025</b>		
25/26/156	Speak to landowner about the stile on Church	Mr Ireland	<b>ONGOING</b>
	<b>NOVEMBER 2025</b>		
25/26/187	Identification process with Batten solicitors for Recreation Ground legal work needs to be completed	Mr T Ireland/Mr T Ryder/Clerk	<b>ONGOING</b>
	<b>DECEMBER 2025</b>		
25/26/198	Contact lorry companies that commute through the village to enquire if their routes have changed.	Clerk	<b>ONGOING</b>
	<b>JANUARY 2026</b>		
25/26/238	Apply for Mr T Ryder to access online banking	Mr C Lane	
25/26/238	Precept request to be submitted by 30.01.2026	Clerk	
25/26/240	Ask Gallion Homes to remove yellow and back signs from around the village	Clerk	
25/26/243	Set up online payment to solicitor for legal fees in the sum of £500 once the invoice has been received	Clerk	
	<b>COMPLETED TASKS</b>		
	<b>DECEMBER 2025</b>		
25/26/204	Request an extension to deadline to submit comments for 25/02825/S73A	Clerk	<b>COMPLETED</b>
25/26/212	Contact Head at school to advise outcome of discussion regarding the parking around the school and interactions with the local community.	Clerk	<b>COMPLETED</b>
25/26/218	VAT reclaim for potential judicial review work – checkin with legal advice	Clerk	<b>COMPLETED</b>
	<b>NOVEMBER 2025</b>		
25/26/174	Review Section 106 agreement for Queen Street 30	Mr T Ireland	<b>COMPLETED</b>
25/26/175	Seek legal advice regarding chasing Somerset Council for acknowledgment of Pre Pre-Action letter	Clerk	<b>COMPLETED</b>
25/26/175	Seek legal advice regarding publically releasing all the contents of the Pre Pre-Action letter	Clerk	<b>COMPLETED</b>
25/26/175	Seek advice from SALC in relation to delegating authority regarding judicial review decisions	Clerk	<b>COMPLETED</b>
25/26/179	Somerset Local Nature Recover Strategy survey completion and submission	Mrs D Von Bergen/Mr T Ryder	<b>COMPLETED</b>
25/26/179	Place Copse on December agenda	Clerk	<b>COMPLETED</b>
25/26/182	Place order for second defib	Clerk	<b>COMPLETED</b>
25/26/182	Contact electrician to install defib	Mr C Lane	<b>COMPLETED</b>
25/26/182	Set up online banking with Barclays	Mr C Lane	<b>COMPLETED</b>
25/26/182	Clerk to confirm hourly rate from payroll	Clerk	<b>COMPLETED</b>
25/26/184	Monitoring of parking by the bollards on Irvine Road	Councillors	<b>COMPLETED</b>
25/26/188	Chase Blue Lias contractor	Clerk	<b>COMPLETED</b>
	<b>OCTOBER 2025</b>		
25/26/149	Check if parish council insurance covers public liability for copse	Clerk	<b>COMPLETED</b>
25/26/155	Contact fingerpost installer to check if it has been collected from Bristol Foundary.	Clerk	<b>COMPLETED</b>

25/26/155	Completed grit bin return to advise if any grit is required	Clerk	<b>COMPLETED</b>
25/26/155	Report pothole at T junction on Queen tree	Mrs Calcutt	<b>COMPLETED</b>
25/26/156	Ask Somerset Ramblers to look at the maintenance potentially required at the Hump and Hollows.	Clerk	<b>COMPLETED</b>
<b>JUNE 2025</b>			
25/26/045	Visual pavement suggestion to be discussed with Somerset Highways	Mr T Ryder	<b>COMPLETED</b>
25/26/050	Parish Council to request Area South Committee to visit site for application 22/01720/OUT	Clerk	<b>COMPLETED</b>
25/26/051	Comments to be submitted for 24/0217/EIASS – drafted by Mr Ryder and submitted by clerk.	Mr T Ryder/Clerk	<b>COMPLETED</b>
25/26/056	Submission of external audit documents (AGAR)	Clerk	<b>COMPLETED</b>
25/26/056	Contact Village Hall to ask if they could consider putting a defib on an outside wall.	Mrs C Calcutt	<b>COMPLETED</b>
25/26/059	Blue Lias sign – locate where it is now so that it can be replaced on the Fingerpost	Mr C Lane	<b>COMPLETED</b>
25/26/060	Request for dog bin to be emptied at the end of the path on Castle Street	Clerk	<b>COMPLETED</b>
25/26/060	Footpath maintenance possibly required between Humps and Hollows. Mr K Sturgess to have a look.	Mr Sturgess	<b>COMPLETED</b>
25/26/061	Trimtrail replacement caps have arrived – thank company for sending free of charge	Clerk	<b>COMPLETED</b>
25/26/062	Keinton Mandeville Playing Field solicitor information to be circulated to councillors to ask for information	Clerk	<b>COMPLETED</b>
<b>MAY 2025</b>			
25/26/022	Checking what are requirements for Land Evaluation Report with Somerset Council	Mr T Ryder	<b>COMPLETED</b>
25/26/027	Email to be sent re s106 for proposed development 22/01720/OUT to also request changing facilities and catering facilities for the Village Hall	Clerk	<b>COMPLETED</b>
25/26/030	Respond to request for disabled parking space outside the school	Clerk	<b>COMPLETED</b>
25/26/030	Drains and gullies – follow up lack of response by contractor with Somerset Councillor	Clerk	<b>COMPLETED</b>
25/26/031	Instruct contractor for footpath in Castle Street	Clerk	<b>COMPLETED</b>
25/26/031	Instruct contractor to redo the strimming of paths in July	Clerk	<b>COMPLETED</b>
25/26/031	Contact Rights of Way officer at Somerset Council re L16/10	Clerk	<b>COMPLETED</b>
25/26/032	Feedback to Youth Group re use of meadow	Mrs C Calcutt	<b>COMPLETED</b>
<b>APRIL 2025</b>			
24/25/297	Planning application 24/25/297 comments submission	Mr T Ireland and Clerk	<b>COMPLETED</b>
24/25/308	Reporting blocked drain on road outside Newlands Farm on Common Lane	Clerk	<b>COMPLETED</b>
24/25/309	Check footpath at Common Lane by the bridge for a blockage	Mrs Von Bergen	<b>COMPLETED</b>
24/25/309	Obtain quote for footpath by telephone kiosk on Castle Lane	Clerk	<b>COMPLETED</b>
24/25/310	Seat of wooden train in Happy Tracks has split and needs to be reported to the manufacturer	Mrs Calcutt and Clerk	<b>COMPLETED</b>
24/25/312	Instruct GW Shelter Solutions to clean the bus shelters	Clerk	<b>COMPLETED</b>
24/25/315	Annual Parish Meeting – request reports from community groups	Clerk	<b>COMPLETED</b>
<b>MARCH 2025</b>			
24/25/269	Housing Needs Assessment analysis – councillors to submit comments	Councillors	<b>COMPLETED</b>
24/25/278	Cotton Lane repairs –instruct contractor	Clerk	<b>COMPLETED</b>

24/25/278	Castle Street footpath repairs by Ramblers – update to be requested	Clerk	<b>COMPLETED</b>
24/25/281	Quotes for bus shelter refurbishment	Mr K Sturgess	<b>COMPLETED</b>
24/25/284	Book Village Hall for Annual Parish Meeting on 16.05.2025	Clerk	<b>COMPLETED</b>
<b>FEBRUARY 2025</b>			
24/25/236	Submit planning application comments to Somerset Council for 25/00061/HOU	Clerk	<b>COMPLETED</b>
24/25/239	Instruct gullies and drains contractor	Clerk	<b>COMPLETED</b>
24/25/240	Feedback to Mr T Ryder that agreement by councillors for Environment Group to trim hedge along Chistles Lane	Clerk	<b>COMPLETED</b>
24/25/247	Follow up on progress of installation of fingerpost	Clerk	<b>COMPLETED</b>
24/25/250	Speak to Chair of Trustees for the Recreation Ground Trust	Mr Ireland	<b>COMPLETED</b>
24/25/250	Contact solicitor regarding title deeds for the Playing Field on Castle Street	Clerk	<b>COMPLETED</b>
24/25/251	Quote for refurbishment of bus stop notices	Mr Sturgess	<b>COMPLETED</b>
<b>JANUARY 2025</b>			
Public Session	Advise residents through parish magazine that Fix My Street is no longer available on Somerset Council website	Clerk	<b>COMPLETED</b>
Public Session	Replace defib notices to make them more clearer and advise residents of the location and how to gain access by calling 999	Mr Lane and Clerk	<b>COMPLETED</b>
24/25/209	Housing Needs assessment contract to be circulated to all councillors	Mr Ryder	<b>COMPLETED</b>
24/25/214	Agreed precept to be submitted to Somerset Council	Clerk	<b>COMPLETED</b>
24/25/214	Financial Regulations to be reviewed and place on February agenda	Mrs Von Bergen and Mr White	<b>COMPLETED</b>
24/25/216	Request more detailed costings for proposed traffic calming measures from Somerset Council	Clerk	<b>COMPLETED</b>
24/25/217	Photographs to be taken of pavement damage at Cottons Lane and then submitted to Somerset Council	Mr Ireland and Clerk	<b>COMPLETED</b>
24/25/217	Prioritising which gullies need to be cleared in the first maintenance session	Mr Lane and Mr Ryder	<b>COMPLETED</b>
24/25/217	Salt to be refilled in the grit bin	Mr Sturgess	<b>COMPLETED</b>
24/25/217	House with overgrown hedge on Queen Street to be contacted	Mr Lane	<b>COMPLETED</b>
24/25/218	Identify who landowner is at the top on Common Lane where the trees have fallen and then ask them to remove the trees	Mr Ryder	<b>COMPLETED</b>
24/25/220	Enquiry with a local cleaning company if they are able to clean the bus signs	Mr Sturgess	<b>COMPLETED</b>
24/25/222	Request invoice for Christmas tree and new lights	Clerk	<b>COMPLETED</b>