

## WAYFORD PARISH COUNCIL

Contact the Clerk: 01460 53378 / wayfordparish@gmail.com

### Minutes of the Annual Meeting of Wayford Parish Council held in Clapton Village Hall on Wednesday 14th May 2025 at 7.05 p.m. following the Annual Parish Meeting

#### Attendance and Apologies

##### Those present:

Mrs Barbara Woodward (Chair)  
Mrs Gill Thompson (Vice Chair)  
Mrs Julie Shaw  
Mr Mike Best (Somerset Councillor)  
Mrs Sue Morley (Clerk)

##### Apologies

Mr Piers Farley  
Mr Andrew Vickery  
Mr Steve Ashton (Somerset Councillor)

##### In Attendance

2 members of the public

#### 26/25. Election of the Chairman of the Parish Council (agenda item 2)

Cllr Thompson proposed Cllr Woodward as Chair, Cllr Shaw seconded the proposal. There were no more nominations and Cllr Woodward was duly elected Chair of the Parish Council.

#### 27/25. Declaration of acceptance of office by the Chair (agenda item 3)

The declaration of acceptance of office as Chair of the Parish Council was signed by Cllr Woodward.

#### 28/25. Election of the Vice Chair of the Parish Council (agenda item 4)

Cllr Woodward proposed Cllr Thompson as Vice Chair of the Council, Cllr Shaw seconded the proposal. There were no more nominations and Cllr Thompson was duly elected Vice Chair of the Parish Council.

#### 29/25. Review inventory of land and assets held by the Council (agenda item 5)

The Parish Council owns the Cemetery, the Bier House in the Cemetery and the Allotments. The Deeds for the Cemetery and Allotments are held at the Registry of the Diocese of Bath and Wells and the Clerk has obtained a copy. It has been confirmed that the Diocese does not have any jurisdiction over Wayford Cemetery.

#### 30/25. Review insurance cover (agenda item 6)

The Clerk said the insurance has not increased by much this year. It was agreed to continue with Zurich Municipal.

#### 31/25. Review Standing Orders, Financial Regulations and Statement of Risk (agenda item 7)

No advice has been received that there are any changes that need to be made to the Standing Orders and the Financial Regulations. The Statement of Risk includes reference to the General Data Protection Regulations which came into force at the end of May 2018.

#### 32/25. Review Membership of other bodies (agenda item 8)

Currently the Parish Council is a member of SALC and also pays an annual fee to the Information Commissioner (ICO) by direct debit. SALC have increased the annual subscription significantly this year. They sent a letter explaining that this is mainly because they have taken on extra staff to deal with the greater demands on their support services following the transformation of local government in Somerset. It was agreed that membership of SALC is essential and the Parish Council will continue its subscription.

#### 33/25. Dates & times of ordinary Parish Council meetings 2025/2026 (agenda item 9)

It was agreed to continue with the usual second Wednesday in the month. The dates of future meetings for the year ahead were agreed as follows:

Wednesday 9th July 2025  
Wednesday 10th September 2025  
Wednesday 12th November 2025  
Wednesday 14th January 2026  
Wednesday 11th March 2026  
Wednesday 13th May 2026

All meetings to start at 7.00 p.m.

The Clerk to check with the Village Hall that these dates will be possible.

**ACTION - The Clerk**

**34/25. Minutes of the meeting held on Wednesday 12th March 2025 (agenda item 10)**

The minutes of the last ordinary meeting held on Wednesday 12/03/2025 were agreed and signed.

**35/25. Somerset Councillor Report (agenda item 11)**

Cllr Best reported that redundancies at Somerset Council have now concluded and there is to be a meeting to re-assemble the Council and fill posts. They have managed to avoid the cuts in Highways personnel which will retain its Highways managers.

There is to be another training session in relation to planning but with the current Government policy to build houses it will be very difficult to refuse a planning application. The concern is that S106 money may be lost if Councillors have less control over planning decisions. Current policy mandates that 30% of homes must be affordable but this is in danger of being watered down.

The Government has said it will not look at the Adult Social Care issue until 2028. Adult Social Care and Children's Services are struggling with more and more children requiring extra care. These two services place huge demands on the Council. S114 bankruptcy was avoided this year by selling off assets and cutting staff, and the Council was given special dispensation to use the capital raised as revenue spending. It was also given permission to increase the Council Tax above the maximum normally allowed.

If the budget cannot be balanced next year the Council will have to issue a S114 bankruptcy notice. In that case the Government will send in Commissioners with the power to massively increase Council Tax to cover costs.

Adam Dance MP has spoken in Parliament about the imminent closure of Yeovil Maternity Unit. Residents of South Somerset have been told to use Musgrove, Dorchester or Bath, all of which are a considerable distance away.

The Government are looking to merge Councils into larger unitary authorities.

**36/25. Planning Applications (agenda item 12)**

There were no new planning applications. The solar farm application is to go to the committee stage.

**37/25. Highways (agenda item 13)**

The drains and verges in Dunsham Lane and Wayford Hill were cleared by a contractor hired by the Parish Council.

It was noted that everyone can report potholes to Somerset Council via their website and residents were urged to do so and not wait until it can be reported to the Parish Council.

The drains on the hill are filling up with grit again. Cllr Woodward thanked the residents who are clearing them. It was noted that unless a road is a priority road the drains are only done on a four year cycle. The size of the tractors causes a lot of damage to the roads.

**38/25 Allotments (agenda item 14)**

A tenant who took over one of the vacant plots last year has given up the tenancy due to ill health. The Clerk was asked to get a quote from the Cemetery contractor for spraying the docks.

**ACTION - The Clerk**

**39/25 Cemetery (agenda item 15)**

The Cemetery is looking very nice.

Cllr Farley has a quote for work on the Western Red Cedar. We need to obtain two more quotes.

**ACTION - The Clerk**

**40/25 Approval of Certificate of Exemption from a limited assurance review as a small council (agenda item 16)**

The income and expenditure did not exceed £25,000 so the Council can declare itself exempt from a limited assurance review. Councillors were in agreement and the Certificate of Exemption was signed by the Chair.

**41/25. Annual Governance Review (agenda item 17)**

This was approved by all Councillors and signed by the Chair.

**42/25. Presentation and approval of Annual Accounts to year end 31/03/2025 (agenda item 18)**

Accounts to 31/3/2025 were emailed to all Councillors. The accounts were approved by all and the Statement of Accounts signed by the Chair.

**43/25. Approval of Accounting Statements to year end 31/03/2025 (agenda item 19)**

The Accounting Statements were approved and signed by the Chair.

**44/25. Internal Audit (agenda item 20)**

The internal audit will be carried out in the next couple of weeks.

**ACTION - The Clerk**

**45/25. Accounts payments and receipts (agenda item 22)**

- (a) The precept of £4,000 has been received.
- (b) The Clerk presented the following payments to be paid by BACS:

Countrywide	Grass April	149.28
Zurich	Insurance	333.73
S Morley	Clerk	218.28
HMRC	paye	45.40

**46/25. Internet Banking and signatories (agenda item 23)**

The application for internet banking facilities with Nat West is continuing.

It was agreed that all payments be approved by two signatories and that the signatories will be the following persons:

Mrs Barbara Woodward

Mrs Gillian Thompson

Mr Andrew Vickery

Mrs Susan Morley

**47/25 LCNs (agenda item 24)**

The AGM is scheduled for June.

**48/25. Matters and Items to Report (agenda item 25)**

Community Bus Service to be run by Dorset Council. Wayford Parish Council have been asked if there would be any interest by Wayford residents for this service which would run via Clapton. Councillors did not think this would be of interest to Wayford because of the steep hill between Clapton and Wayford and most residents in Wayford have or have access to a car.

**49/25. Date of next ordinary Parish Council meeting (agenda item 26)**

The next ordinary meeting of the Parish Council will be held on **Wednesday 9th July 2025 at 7.00 pm.** in Clapton Village Hall.

The meeting ended at 8.25 p.m.

Barbara Woodward - Chair