



**MINUTES OF ORDINARY COUNCIL MEETING
HELD AT CARYFORD HALL AT 6:30PM ON 8TH OCTOBER 2025**

Present : Cllrs Henderson (Chair), Houlton, Easeman, Leary, Parker and Pinnions

Somerset Cllr K Messenger (will arrive late)

Locum Clerk : Sam Mainstone.

In attendance: 10 members of the public.

1. **To receive apologies for absence**, and to note and approve the reason given (LGA 1972 s85(1)).

Apologies were received from Somerset Cllr Messenger, who will be arriving late, and Cllr Edwards.

2. **Declarations of interests.**

None declared.

3. **To consider whether any items should be considered “in camera”.**

It was proposed and seconded for item 9.2 (approval of payments) to be considered “in camera” 6/0

4. **To approve the Minutes of the Council Meeting held on 9th July and 10th September 2025.**

Minutes of 9th July require an amendment, so unable to sign at this time. Proposed and seconded to defer to the next meeting 5/0

The minutes of the 10th September were Proposed and Seconded 6/0
DH signed the minutes of the 10th September.



5. To receive reports from Unitary Councillors and Police, if any.

Not currently present.

6. Planning

(a) Planning application 22/023814/FUL – to receive update from CE.

Cllr Edwards circulated his notes prior to tonight's meeting, which were noted.

(b) Proposal: Reserved Matters application for the erection of 200 dwellings (70 affordable and 130 open market) with associated highways, drainage, landscaping and public open space - details of appearance, landscaping, layout and scale following Outline Planning Permission 19/01840/OUT (Appeal reference APP/R3325/W/20/3259668)

Location: Land North Of Ansford Hill, Ansford, Castle Cary, BA7 7PD

Application Type : Approval of Reserved Matters

Application Number: 24/02946/REM.

Cllr Edwards circulated his comments prior to tonight's meeting which were noted. It is noted that these are amendments, which have been in consultation between the developer and planning officer.

Concerns are:-

Safety reasons; lighting on Station footpath, narrow footpath

A lack of dog/waste bins on site

Parking spaces at risk of being used by Station users

Drainage Cllr Easeman seconds these concerns

Zebra crossing; contact has been made with Somerset Highways and the developer architects, rigorous testing has taken place before agreeing this crossing and this has been circulated. It was also noted that considerable efforts have been made by the developers despite the condition being removed by the Planning Inspector, which is reassuring.

Cllr Edwards' comments were Proposed and Seconded 6/0

7. Items for decision or requiring further action:

7.1 To consider correspondence received regarding the Fairfield Working Group and agree the next steps.

Email communication has taken place which has reached its limit.



It is suggested a further meeting takes place, to invite 2 representatives from CCTC to clarify their disagreement with the terms of reference as this remains unclear.

Permission is required from APC for this meeting to take place.

It was noted that previous meetings have not been successful, and the agenda must be suitable for this matter to progress. Proposed and Seconded 6/0

7.2 Fairfield – to consider whether to provide financial support for the next Skateboarding workshop.

All are in support of the Skateboarding workshop in principle, subject to the receipt of the required documentation. An attendance report from the previous workshop will also assure value for money. Proposed and Seconded 6/0

7.3 To consider dates for the next joint meeting with CCTC.

Deferred at this time due to absence.

At 6:48pm Cllr Kevin Messenger arrived.

7.4 To consider the offer of new stiles/gates on all parish rights of way received from Somerset Council.

A definitive list is in process to provide to Somerset Council.

7.5 To receive an update on grit bins and agree any actions.

Checks have taken place, there was litter, but all were full, which will be reported to Somerset Council.

7.6 To consider undertaking a Community Review and agree any actions.

Cllrs focused on Community and transport.

The chair has undertaken training recently and will provide the power points and a proposal, which can be used as a template for any future consultations.

7.7 Ansford and Castle Cary Community Governance Review – to consider and agree a response to the initial stage of consultation.



The Chair prepared a statement which was read out and will be available on the website with the minutes of this meeting.

7.8 To consider a road naming request from Somerset Council.

A response has been sent suggesting contact with the local schools, to offer a competition with a prize, as an opportunity for schools to become involved and gain some valuable resources. Students could focus on the history of the community. Proposed and Seconded 6/0.

7.9 To consider engaging Somerset Council to act as project manager for the Lovell's Farm play area.

These funds were accepted by Somerset Council from developers for the purpose of Lovell's Farm Play area some years ago and until seeking support from Somerset Council, and the consequent submission of an "Expression of Interest" from APC, the funding has remained unused. It was noted that Somerset Council have been very helpful and supportive with this process since APC have made enquiries.

Somerset Council to manage this project, with the provided APC brief. Proposed and Seconded 6/0.

7.10 To consider options for highway volunteer and chapter 8 training.

A second SID is currently being purchased and it is anticipated that an employee will be required for the frequent movements of the devices.

It is proposed to employ a member of staff with Chapter 8 training on a retainer basis with agreed additional payments for extra tasks (including the new play area). A £300 reserve is advised for Chapter 8 training, with online and in-person options to be agreed with the successful applicant. Proposed and Seconded 6/0.

7.11 To consider purchasing a Bleed Kit.

A new initiative from the Police will provide future monitoring and maintenance of the Bleed Kit and APC will take advantage of this initiative. This will incur the extra cost of a Defibrillator as a package, and all agree this is a priority for the community.



A response is awaited from the school, Cllrs will now formally approach the school to request consent for the installation in the agreed site.

Complimentary Defib training is planned for 6th December in Caryford Hall which will require a publicity campaign once details are confirmed.

Eventbrite will be used to offer 3 sessions with a capacity of 10 people per session on 6th December and Cllr Easeman has offered support with managing this training event.

Proposed and seconded 6/0.

7.12 To consider installing a dog waste bin and signage on Maggs Lane field.

Comments have been received from residents and it is noted that there are no signs currently in place either. APC will make arrangements for a bin and signage to be installed on Maggs Lane field.

Proposed and Seconded 6/0.

7.13 To consider purchasing a Word subscription for councillors.

In view of the time committed from Cllrs, it is considered fair to pay for a subscription. Simon to get a quote for this and bring back to the next meeting.

7.14 To consider paying for some one-off support to update the website.

It has been challenging to maintain the website with the current capacity. It is proposed to employ someone with the expertise, at a maximum cost of £250, to work on bringing the website up to date with improvements/additional pages. This will be a one off project, including some support with training for future management. Cllr Easeman has volunteered to manage/co-ordinate the website following this process.

A contact from Wyke was recommended and Cllr Parker will make contact.

Proposed and Seconded 6/0.

7.15 SID Memorandum of Understanding.

There is a requirement to register each SID machine with Somerset Council and this is currently in process.

7.16 To consider a quotation for the new handrail (WN2/14).



Costings were circulated previously. 2 quotes have been received and as this is dangerous now that Winter approaches. The recommendation is to purchase the new handrail (WN2/14).

Proposed and Seconded 6/0

7.17 To consider a new location for the new noticeboard at Lower Ansford. Location has been agreed at the top of the Station footpath, and it is in the process of installation.

Proposed to progress seconded 6-0-0

7.18 To consider changing the meeting date for November.

The RFO has suggested a December meeting in-line with the budget process.

2 dates have been suggested; 10th or 3rd of December.

The 3rd December will be the next meeting date.

Proposed and Seconded 6/0.

8. Items for report only

8.1. Footpaths and highways (Cllr Edwards)

Deferred due to absence.

8.2. LCN (Cllr Edwards)

Deferred due to absence.

8.3. A371 (Cllr Houlton)

Cllr Houlton's report was circulated and is available on the website. This was summarised at the meeting.

Kier are exploring ways of monitoring their vehicles for speeding and traffic infringement.

It has been established that there is a mains gas line under the sink-hole, this has been assessed with suggested actions by Kier. This is highly concerning, and there has been no previous mention of this from Somerset Council in previous communication. This should now be prioritised as a highly dangerous situation.



Cllr Houlton will now take the lead on this as an urgent need for expediting a resolve. Proposed and Seconded 6/0.

A letter is soon to be circulated regarding riparian ownership of the waterway leading towards the sink hole which is blocked. They have been asked to clear this to avoid flooding of the footpath.

8.4. Fairfield (Cllr Parker and Working Group)

The arrangements for the Speed Indicator Device were confirmed.

8.5. Maggs Lane (Cllr Henderson)

No progress to report.

8.6. Parishioner contact (Clerk and Cllrs)

- Maggs lane waste bins.
- Email regarding noise at Fairfield; A consultation/visit onsite has taken place with Cllrs Houlton and Henderson and the residents to support the situation. Branches were being cut off the trees which should not have happened, CCPC have been notified.
- Concerns raised about the potential of development in the Wyke Field. It is not possible to comment on this until the application has been received. It was fed back that general consensus is that it is inappropriate development.

Nil else to share.

9. Finance

9.1. Fairfield invoices update.

The recommendation was Proposed and Seconded 6/0.

9.2. To approve the schedule of payments.

This item is deferred to "In Camera" session at the end.

9.3. To receive the conclusion of audit report 2024/25.



Thanks to Simon Pritchard for all of his help towards achieving a most encouraging audit report.

9.4. Further review of the insurance policy.

All noted and agreed appropriate cover has been adopted.

9.5. To note the financial reports.

Budget to date was circulated and noted.

9.6. To receive and adopt the revised asset register, adding any missing information that is known.

Noted and agreed.

10. Date of the next meeting.

The 3rd December 2025 is the next meeting date.
Proposed and Seconded 6/0.

At 7:42pm non-members left the meeting for IN CAMERA session - Item 9.2

One item is to be questioned, and once agreed for payment to be processed.
Other items were agreed.
Proposed and Seconded 6/0.

End of Meeting at 7:50pm