Minutes of Queen Camel Parish Council meeting on Monday 21 September 2026 at 7:30pm, Marples Room, Queen Camel Memorial Hall

Present - Councillors John Brendon, Philip Jones, Harriet Chappell, Dan Hewlett, Henry Warne, Roy Lawrenson and Philip Hall . Councillor Sally Moore joined councilors after her co-option.

6 members of the public. Kaye Elston (clerk) and Somerset Councillor Henry Hobhouse were in attendance.

09/01/26 **Public Session**

- Elite Baller and its hiring of the Playing Field – Councillor Chappell explained that she was contacted by Elite Baller in the summer as they were looking for a pitch for training and to play football matches. Two members of the club came to talk through what they will be doing during their training sessions. Erin Bromfield introduced herself as the Chair of Elite Baller.
  They have five youth teams ranging from Under 10s to Under 14s and four of those teams will play matches on the playing field. The club works with players of all abilities and enables members to have access to talent spotters. There has been a good response from the community and the parish council welcomes Elite Baller as the new 'home' football club. The annual fee for their hire for the year would be in the sum of £484 subject to an escalation clause if water and electricity usage is excessive. Erin has put forward a proposal to make improvements to the Pavilion which will be carried out by her father who is a builder at no cost to Queen Camel and will be parish council property. The draft agreement modified by the escalation clause was considered and accepted.
  Proposed: Councillor Brendon
  Seconded: Councillor Lawrenson
  All councilors present in agreement

09/02/26 **Apologies and updates on any vacancies**

- Somerset Councillor Kevin Messenger. These were accepted.
- Councillor Davidson not present and no apologies received.

09/03/26 **Declaration of interests in the agenda**

- Councillor Chappell disclosed that she will be standing to become a Somerset Councillor for this area in the next election in May 2027.
- Councillor Lawrenson declared an interest in planning application at Minute 09/08/26.

09/04/26 **Minutes from the Parish Council Meeting held on 20.07.2026 meeting**

Minutes of normal parish council meeting 20.07.2026 –
minutes were agreed to be an accurate record and signed by the chair.
Proposed: Councillor Chappell
Seconded: Councillor Jones
All councillors present in agreement

09/05/26 **Actions from last meeting**

- Heritage Trust update – the current trustees are Councillors Hewlett and Davidson alongside Andrew Hoddinott. Councillor Chappell agreed to be nominated so that Councillor Davidson could step down. Councillors Chappell and Brendon will contact Councillor Davidson to talk through the next steps. Councillor Chappell agreed to take forward work to access the funds in the Heritage account.

ACTION: Councillors Chappell and Brendon

- Vacancy on parish council – this vacancy has been advertised through the right process with Somerset Council democratic services. There is a candidate who has come forward, Sally Moore, and is willing to be co-opted. Councillors were in agreement to co-opt Sally Moore onto the parish council.
  Proposed: Councillor Brendon
  Seconded: Councillor Hewlett
  All councillor present in agreement
  Councillor Moore signed the Declaration of Acceptance.
  Clerk to set up parish council email for Councillor Moore and advise Demoratic Services.
  ACTION: Clerk

09/06/26 **Somerset Councillor Report** – Henry Hobhouse

- Flood Resilience Fund allocation from Somerset Council – confirmation of allocation to projects should be announced on 23 September 2026. Queen Camel has been placed in Phase 3 and therefore work will be scheduled for September 2027. Councillor Hobhouse thanked Councillor Chappell and Martin Lilley for their work on this grant submission.
- Verges in Sutton Montis reinstatement – Councillor Hobhouse will chase a response from the email the parish council has sent.

09/07/26 **To RECEIVE the Clerk's Report of actions taken and updates for information**

- Nothing to report that is not already on the agenda.

09/08/26 **Planning applications to consider and submit comments where appropriate**.

- **26/01817/HOU The Nook, Blackwell Road, Wales, Queen Camel, Yeovil** – proposed garden room, similar in style and materials to existing house. **No objection**.
- **26/01930/TCA The Dring, Laurel Lane, Queen Camel, Yeovil** – Notification of intent to perform an overall reduction by shortening reiteration grown by (3 metres) 2/3 approx. 30cm above past pruning points to No 01 Tulip tree (T1) included within the Conservation Area. **This is a notification only**.

09/09/26 **To RECEIVE approved planning applications**

- There were none.

09/10/26 **To RECEIVE other planning information**

- Cricket nets – the site north of the Pavilion has been looked at and it would be suitable for the nets. Ecology Report has been completed. Councillor Chappell will arrange for to apply for the planning permission.
  All councilors present in agreement
- Sutton Farm and the HGV Problem – there has not been a response yet from the Ombudsman. There has also been a Freedom of Information request made to Somerset Council for all correspondence relating to the planning application and awaiting a response.
  The lake has now been completed but large piles of concrete can be seen on the site.
- Old Surgery planning response re boarded up windows – no further updates.
- Ashford Homes development update of drainage concerns – Councillor Brendon has heard from Tom Griffiths who has advised that the archeological issues have been resolved. Tom has agreed to write a report in laymans term about the attenuation ponds and drainage.
- SCRAPP meeting 30.09.2026 – Councillors Brendon and Chappell to attend.
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09/11/26 Highways and Traffic

- Updates on HGV traffic through the village update – this was covered at the last parish council meeting on 20 July 2026.
- Verges in Sutton Montis Road and communication sent to Somerset Council – there has not been an adequate response and needs to be chased with Tracy Harris. Clerk to resend email and copy in Councillor Hobhouse.
  ACTION: Clerk
- Update on drains, gutters and other highway issues - drains in Wales Road are managing at the moment but will be a problem if there is prolonged rainfall. The drains in Blackwell Road outside Applecroft and the one opposite the pub in Church Path need monitoring.
- Cobble repairs in Church Path – there are approximately 12 cobbles to clean and repair. Councillor Moore will seek a quote.
  ACTION: Councillor Moore
- Ownership of footpath and ditch from Playing Field to West Camel Road and maintenance of that path – councillors believe the ditches are owned by the houses whose gardens they back onto and therefore they are responsible for clearing them. The Medical Centre may know who owns the path and clerk will follow up with them.
  ACTION: Clerk

09/12/26 Flood Working Group update

- Grant request to Somerset Rivers Authority to clear culvert under the bridge and clear Henshallbrook along Sutton Montis Road update - the work was due to start this week but the equipment has broken down so there will be a delay.
  Yeo Rivers Trust were approached to do some modeling around what impact the clearance will have, but unfortunately there was no data in their response. They suggested clearing Henshallbrook might increase flow to Wales. Therefore councilors agreed to write to SRA to request a delay for this part of the grant so work can be done alongside the work funded by the Flood Resilience programme next year.
- Somerset Council Flood Resilience Fund update – see Minute 09/06/26 above.

09/13/26 Playing Field Working Group updates

- Update on Playing Field maintenance required – gate between field and medical centre has a post that needs to be cemented in. Need to ask Paul Dobson for a quote.
  ACTION: Clerk
  Panels on play equipment need to be ordered from HAGs as a repair.
  ACTION: Clerk
  Sparkplug to be ordered for the Ransom mower
  ACTION: Councillor Jones
  Pavilion – windows are going to be replaced by Elite Baller who will also lay a patio in front of the pavilion. They will provide a sketch of their plans and provide to Playing Field Working Group.
- Leaf blower – the machinery used to cut the grass etc needs to be blown off each time it is used and this will prevent them going wrong. Agreement to purchase a leaf flower on the credit card.
- Goal posts for the Playing Field – these have now been ordered as agreed at the last meeting and purchased from Live4Soccer in the sum of £1672.
- Transfer of Playing Field area from Somerset Council to Queen Camel Parish Council after expiry of ten year retention period – clerk did not receive response from Somerset Council but information that has just been released about devolution of assets sets out a process that can be followed. The parish council will need to pay legal fees for the transfer process. Councillor Warne agreed to follow this up.
  ACTION: Councillor Warne

- Refresh Risk Assessment for the Playing Field – this is due. Councillor Jones will review.
  ACTION: Councillor Jones

09/14/26 Neighbourhood Plan Working Group

- Next meeting in November. Councillor Warne will join this working group.

09/15/26 Update from the last Local Community Network (LCN) meeting

- South East LCN Group meeting – Councillor Warne advised he will volunteer for the next meeting.

09/16/26 Grant Applications

- There were none.

09/17/26 Finance and Banking

- Budget monitoring – report from SCRIBE has been circulated to councilors.
- Reserves position to be considered at FPRC meeting in October.
- Payments made since last meeting in May 2026 – see schedule circulated and on website.
- Upcoming payments to approve – see schedule circulated and on website.
- Second installment of the Precept has been received in the sum of £13 200.
- Bank balances as at 31.08.2026 and Bank Reconcilliation
  Current account: £18.96
  Instant Access: £76 601.09
  Bank reconciliation as at 31.08.2026 will be reviewed by Finance Risk and Personnel Committee and signed by Councillor Brendon at that meeting.
- Bank signatories – clerk to chase applications.
- Replacement laptop – quotes obtained the local company Somerton Computing quoted £638, a comparison is Currys whose basic package is lower at £573 but there are additional items that would need to be purchased. Councillors agreed to go with the local company for £638 and the clerk will order.
  Proposed: Councillor Hewlett
  Seconded: Councillor Lawrenson
  All councilors present in agreement
  ACTION: Clerk
- External audit submission – awaiting final conclusion of external audit notification.

09/18/26 Policy Review

- Standing Orders – councilors agreed to adopt with the changes proposed.

09/19/26 Date of next meeting

Full Council Meeting - Monday 16 November 2026 at 1930 in the Marples Room at the Memorial Hall.
Finance, Personnel and Risk Committee meeting – Monday 26 October at 1930

Meeting closed at 2130