

DOULTING PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF DOULTING PARISH COUNCIL HELD ON WEDNESDAY 13th MAY 2026 AT DOULTING VILLAGE HALL, DOULTING COMMENCING AT 7.30pm.

Present: Cllrs Sarah Goff (Chair), Simon Baker, Jan Crewe, Bruce Yoell, John Shepherd and Les Greaves; also in attendance Alan Butcher (Clerk) and two members of the public.

2605/1 - *Apologies for absence.* None were received.

2605/2 - Election of Chairman. Proposed Cllr Baker, seconded Cllr Greaves that Cllr Goff be elected; Cllr Goff was duly elected; all in favour.

2605/3 - Election of Vice Chairman. Proposed Cllr Greaves, seconded Cllr Goff that Cllr Baker Be elected; Cllr Baker was duly elected; all in favour.

The Chairman and Vice Chairman signed a Declaration of Acceptance of Office.

2605/4 – Confirmation of Proper Officer: Alan Butcher was duly confirmed.

2605/5 - Confirmation of Responsible Financial Officer: Alan Butcher was duly confirmed.

2605/6 - Appointment of Glebeland Committee; Cllr Baker agreed to continue as Committee Chairman. See further discussions under 2605/13 regarding the committee.

2605/7 - Appointment of Representative on the Village Hall Committee. Cllr Baker agreed to continue as representative.

NB - Councillors individual responsibilities to be confirmed at the next meeting.

2605/8 - *Declarations of Interest:* No declarations were made.

2605/9 - *Public Forum:*

The Chairman will adjourn the meeting and allow a maximum of 15 minutes for public participation on matters included on the agenda only. The normal rules governing public participation apply including a three-minute limit on speaking time for each member of the public.

- i) Matters on the Agenda including planning.
It was reported that the footpath from Well Lane to the school was overgrowth in several places. It was noted that this had been a problem previously with one property.
- ii) Somerset Councillors reports – circulated.

2605/10 - *Confirmation of the Minutes of previous meetings:*

- i) That the Minutes of the Meeting held on 11th March 2026 be agreed and signed as a true record. This was so agreed and the minutes signed by the Chairman.
- ii) That the Minutes of the extraordinary Meeting held on 22nd April 2026 be agreed and signed as a true record. This was so agreed and the minutes signed by the Chairman.

2605/11 - Parish Council Response to Planning Applications:

- i) 2026/0758/AGB - Application for prior notification of agricultural development for a proposed building. Merryfield Farm Merryfield Lane Doulting Shepton Mallet Somerset BA4 4RF. This application had been confirmed as not requiring prior approval on 12th May 2026.
- ii) 2026/0723/HSE and /724/LBC - Removal of existing conservatory & replaced with single storey side extension at Bodden Cross Farm Bodden Lane Bodden Shepton Mallet Somerset BA4 4PU. Councillors had no comments on the application and agreed to confirm their support.
- iii) 2026/0822/FUL - Alter the allocated access route to the two lodges at Knapps Farm to another existing access route, install a parking area and pedestrian path to one of the lodges. Knapps Farm Kings Road Doulting Shepton Mallet Somerset BA4 4LA. It was queried if this site was in the Parish, it was noted that the council had responded to other applications in the area.. Councillors had no comments on the application and agreed to confirm their support.

2605/12 - Parish Council Matters.

- i) Somerset Council Highway Service Devolution proposals:
 - a. Highway Maintenance update and Working Group. Details of the process of obtaining a quote for the works had been received; this was over complicated and required several steps even before a quote could be sought.
 - b. Volunteer Highway Maintenance scheme. No further details were available.
 - c. Highway works commissioned by the Parish Council – Schedule of works and anticipated costs. The list prepared by Cllr Greaves to be reviewed.
- ii) Somerset Council matters
 - a. LCN – AGM 6th July 2026, Council Offices, Shepton Mallet.
- iii) Highways and traffic –
 - a. Doulting Hill signs. These had been refixed in the correct position.
 - b. Roads around Brottens Lodge. There was no further details of this item.
 - c. A number of poorly executed highway repairs were noted.
- iv) Parish Paths Liaison Officers report. Cllr Crewe had noted a number of “dangerous” stiles which had been reported. She was concerned that footpaths were becoming overgrowth due to the lack of a strimmer operative.
- v) Speedwatch. Re-registration had taken place.
- vi) SID’s information, Somerset MOU and purchase of equipment. This was awaiting Somerset’s response; clerk to chase this up with Somerset.

- vii) Village Hall matters:
Cllr Baker reported that a proposed shared deep clean with the school had been cancelled; complaints had been received above the dirty state of the hall floor; this matter would be discussed at a meeting shortly.
The promised wi-fi installation was awaiting Open Reach and the school.
The village hall bookings continued to be good.
- viii) Somerset Bus Partnership. The partnership representative reported that ideas were sought for one off bus trips and ideas for improvements to bus services.. She spoke about the proposed Glastonbury bus link to Castle Carey Station and noted that Shepton Mallet Council were discussing ideas for bus transport for young people in the area. She also noted the bus which ran to Glastonbury Tor during the summer.
- ix) Dog Control consultation. This had been completed.
- x) Health and Wellbeing survey. This had been completed.
- xi) SALC Training events. Cllr Baker was booked to attend an AI training event.
- xii) Bus shelter repair. This had been completed.
- xiii) Parish Council website and email addresses. Cllr Baker gave a resume of the options available and it was agreed to budget £350 per annum on a new website and email address using a .gov.uk domain. A timescale for the change to be agreed and the clerk and Cllr Baker to liaise.

2605/13 - Matters relating to The Glebeland:

- i) Skate Park refurbishment. Cllr Baker had spoken to the consultant who had suggested designs. The new access from the car park was discussed.
- ii) Possible re-structure of the Glebeland Committee. Cllr Baker noted that a long standing member of the committee had resigned due to illness and that other members found it difficult to attend meetings. Mary Newman (in attendance) noted the increasing problem with recruiting volunteers to maintain the Glebeland and to be committee members. She noted that The Glebeland was an important landscape area and a significant area for wildlife and Doultling residents. She suggested that an organisation such as Somerset Wildlife Trust could be involved to assist with maintain of the area and to manage its future. A suggestion to rename the area was briefly discussed. The clerk noted that the council held a budget for continuing maintenance of the area which was .managed on behalf of the Parish Council by the Glebeland Committee. He had a contact at SWT and would make an unofficial enquiry about the above proposal.
It was agreed to call a Glebeland Committee meeting on 6th July 2026 prior to the 15th July Parish Council meeting.

2605/14 - Matters relating to Padfield Green.

- i) Planting troughs around perimeter. Cllr Crewe had cleared the weeds from the pavement along the A361 and it was proposed to plant any surplus plants from the plant sale in the troughs.
- ii) Willow shading structure. Cllr Goff was pursuing a new idea for the shading structure.

Draft Minutes subject to acceptance at the next meeting

2605/15 - Matters relating to Prestleigh, Bath and West Showground and Waterlip.

- i) Nothing to report.

2605/16 - Financial:

- i) Payment of Clerks Salary and expenses. £559.88. This was agreed and a cheque raised.
- ii) Payment of HMRC Tax. £114.20. This was agreed and a cheque raised.
- iii) Invoice for gully emptying. No invoice had been received and it was uncertain if this work had been completed.
- iv) Agreement of Audited Accounts. These were circulated and agreed. They were duly signed by the Chairman.
- v) Completion of AGAR Process:
Internal Auditors Report. There had been received with no adverse comments.
Annual Governance Statement. This was duly read out, completed and signed.
Annual Accounting Statement. This was read out and signed.
Exercise of Electors Rights. These to be posted in due course.

2605/17 - Matters of Report:

- i) Cllr Crewe noted a number of unsafe stiles.
- ii) Cllr Shepherd noted that the land associated with Doultling Stone Quarry was in the hands of the receivers but that the quarry itself was not.

2605/18 - Date and Time of future Parish Council Meetings

Wednesday 17th June 2026 at Doultling Village Hall.
Meetings commence at 7.30pm

It was agreed to hold the 15th July meeting at The Poachers Pocket; Cllr Goff to speak to the landlord.

**Alan Butcher,
Parish Clerk,
20th May 2026
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email: parish.clerk@doultlingparish.org**