

Compton Bishop Parish Council

ANNUAL PARISH COUNCIL MEETING

Minutes of the meeting 13th May 2026

Present: Councillors T Mason (Chair), G Hancock, D Ham, R Glyde and Alan Mortimore (Clerk).

26/05A To elect a chairperson for the forthcoming year.

It was proposed by Cllr Hancock to re-elect Cllr Mason as Chair, and this was seconded by Cllr Ham and unanimously agreed by all the Cllr's present. Cllr Mason agreed to be the chair for 2026-2027 and duly signed the Declaration of Office.

26/05B To elect a vice chairperson for the forthcoming year.

It was proposed by Cllr Ham to re-elect Cllr Settle as Vice-Chair, and this was seconded by Cllr Glyde, and was unanimously agreed by all councillors present. Councillor Settle confirmed prior to the meeting that, if nominated and elected, that she would be willing to serve as Vice Chair for 206-2027.

26/05C To receive apologies and any declarations of interest.

Cllrs D McCarthy, H Dean, C Settle and Somerset Cllr B Filmer.

26/04D To receive and approve the Minutes of the Parish Council Meeting held on 8th April 2026 previously circulated.

It was resolved to approve the minutes. Councillor Mason signed the minutes as being a true record.

26/05E To receive and note the Internal Auditors Report.

The Internal Auditors report was noted.

26/05F To approve Annual Governance Statement.

It was resolved to approve the Annual Governance Statement (Section 1 of the Annual Return 2025-2026).

26/05G To approve Accounting Statements.

It was resolved to approve the Accounting Statement (section 2 of the Annual Return 2025-2026).

26/05H To approve Certificate of Exemption.

It was resolved to approve the Certificate of Exemption (part 2 of the AGAR 2025-2026).

26/05I To consider adopting the Assertion 10 Data Management Document with reviewing every two years to ensure that it remains compliant with external legislation including secure email and website addresses.

It was resolved to adopt the Assertion 10 Data Management Document and to review every two years. The Document to be displayed on the Website.

26/05J To appoint members to any required committees.

- 1) It was resolved that Cllr Mason and Cllr Dean would continue to be the Parish Council's Representatives on the Memorial Hall Committee.
- 2) Cllr McCarthy, if she is agreeable at the next meeting will be asked to continue being involved with issues relating to the Highways Group along with Cllrs Settle and Glyde.
- 3) Staffing Committee - this will continue to be Cllr's Mason, Settle, Dean and McCarthy
- 4) Cllr Dean to continue as the Volunteer Footpath Officer.

26/05K To receive Clerks Report.

1) The Clerk confirmed that the £183 refund of VAT relating to the financial year 2025-2026 had been received from HMRC and was paid directly into the bank account.

2) Current Financial Report – the first half of the 2026-2027 Precept has now been received with the second being received in September. The Clerk updated the members on the current financial situation.

3) Somerset Planning Enforcement – The Clerk confirmed that he had received an acknowledgement from Planning Enforcement regarding an erection of an agricultural building on land to the rear of Old Coach Road, Cross, without the necessary planning permission. It was mentioned that a mobile home had also now appeared on the site and the

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Clerk will inform Planning Enforcement accordingly.

26/05L

To receive County Councillors Report.

As Cllr Filmer was unable to attend the meeting, he provided the Clerk with a briefing report on the progress of the work being undertaken by Somerset Council. A full transcript will appear on the Parish Website.

26/05M

To approve the bank statement and the following payments.

Payee	Description	Amount £
Clerk	Net salary (Apr 26)	356.47
HMRC	Tax deducted at source (Apr 26)	89.00
Clerk	Expenses (Apr 26)	52.29
CBPC	Employers National Insurance Contribution	4.27
ScribeLite Accounting for Parish Councils	Direct Debit set up for monthly payments providing a full accounting system for the Parish from July 2024.	14.40 Monthly
Lloyds Bank	Monthly Bank Charges (commenced from Jan 25)	4.25
Zurich Insurance	Annual Renewal premium 1 st June – 31 st May 26	576.79
Richard Young	Internal Audit of the 2024-2025 Accounts	25.00
SALC	Annual Affiliation Fee	290.30
Cross Memorial Hall	Hire of Hall for "open" AGM on 18 th May 2026	20.00
Tracey Brownlow	Replacement battery for the Defibrillator	294.00
John Cheek	Grass Cutting Crook Peak Car Park	65.00

The payments were approved.

26/05N

To consider the following Planning applications

Planning application number	Location	Proposal
21/26/00003	Harborne House, Church Lane, Compton Bishop BS26 2HB	Change of use of existing annexe into a holiday let and annexe accommodation ancillary to the main dwelling. It was resolved to object as this application as this should be conditional on the sewage and effluent issue being resolved in the first instance.
21/26/00004	The Cottage, Kennel Lane, Webbington BS26 2HS	Erection of single storey extension to the rear. It was resolved to make no comment or observation.
21/26/00005	The Cottage, Kennel Lane, Webbington BS26 2HS	Erection of single storey extension to the rear under the Listed Buildings and Conservations Areas Act 1990. t was resolved to make no comment or observation.
21/26/00006	Old Manor House, Cross Lane, Cross, BS26 2ED	Application is to request permission to install a ground floor toilet under Listed Buildings and Conservation Areas Act 1990. t was resolved to make no comment or observation.
21/26/00007	Big Tree, Webbington Rd, Compton Bishop Bs26 2EX	Domer window to the rear of the property. t was resolved to make no comment or observation.

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26/05O To note the Planning Decisions Update.

Planning application number	Location	Decision
21/24/00006	Land North of Cross Moor Drove, Lower Weare	Awaited
21/25/00002	Land to the East of Manor Farm, Cross, Axbridge	Awaited

25/05P To consider Councillor Training.

Cllr Glyde asked if there were any “essential” training courses for new Councillors. The Clerk to contact Somerset Association of Local Councils (SALC) to ascertain when the next batch of courses will be available.

26/05Q To receive Councillor reports.

There were no Councillor reports this month.

26/05R Update on cutting back of vegetation that is stopping the water flowing through streams that cause problems with overflowing water and no good for the wildlife habitat.

The Clerk confirmed that on the 22nd April the Environment Agency had advised that a site visit was carried out by the Asset Performance Team. Further actions were identified and will be progressed in due course. The Clerk will monitor the situation with the Environment Agency.

26/05S Update on the action taken by the Environment Agency on the anonymous complaint received regarding Yeo Bridge Farm.

The Environment Agency (EA) is continuing to monitor the situation and the Clerk will contact the EA for a further update.

26/05T Update on any action taken on overgrown vegetation on road signs, benches and footpaths.

No issues have been recorded regarding overgrown vegetation of road signs and benches. As Cllr Dean (Parish Volunteer Footpath Officer) is not available for this meeting any footpath updates will follow at the next meeting.

26/05U Update from Somerset Highways about water flowing across the road by the Webbington Hotel.

The Somerset Website indicates that this issue is “in progress” but there has not been any response on how Somerset Highways (SH) intend to resolve the problem. The Clerk to contact SH for an update.

26/05V Update on improving communications between the Memorial Hall Committee and the Parish Council.

The questions that the Parish Council would like answered have been forwarded to the Memorial Hall Committee and these will be formally discussed at their next meeting.

26/05W Ongoing investigation into the problem of sewage flowing from properties in Church Lane.

Please refer to item **26/05N Application 21/26/00003**. Residents in Church Lane have confirmed that sewage/effluent is still flowing into the road and into the water courses. Hence why the Parish Council has objected to the above-mentioned Planning Application on the basis that this should not be considered until such time as the leaking effluent problem has been completely resolved. Furthermore, the Clerk to write to the Householder/Landowner requesting that the Septic Tank should be emptied more frequently to stop the flow of leaking effluent as the current system is not adequate for the volume of usage.

26/05X To consider action that needs to be taken on surface water pouring across the Webbington Road at Newtown.

At the last meeting Cllr Settle mentioned that she is still investigating the source of the surface water and trying to contact the Landowner concerned. As Cllr Settle is not available, there will be an update at the next meeting.

26/05Y Pedestrian White Lines along Cross Lane.

As Cllr Settle has ownership of this item it will be carried forward to the next meeting.

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End of agenda

Next Parish Council Meeting – Wednesday 9th June at 7pm.

Items for the next agenda

- 1) To consider Councillor Training.
- 2) Update on Cutting back of vegetation that is stopping the water flowing through streams that cause problems with overflowing water and no good for the wildlife habitat.
- 3) Update on the action taken by the Environment Agency on the anonymous complaint received regarding Yeo Valley Farm.
- 4) Update on any action taken on overgrown vegetation on road signs, benches and footpaths
- 5) Update from Somerset Highways about water flowing across the road by the Webbington Hotel.
- 6) Update on improving communications between the Memorial Hall Committee and the Parish Council.
- 7) Ongoing investigation into the problem of sewage flowing from properties in Church Lane.
- 8) To consider action that needs to be taken on surface water pouring across the Webbington Road at Newtown.
- 9) Pedestrian White Lines along Cross Lane.

Annual Parish Meeting (open meeting with residents and local organisations).

Monday 18th May at 7pm

Next Parish Council Meeting - Wednesday 9th June 2026 at 7pm.

These Minutes were signed as a true record on Tuesday 9th June 2026.