

**LANGPORT TOWN COUNCIL**  
Langport Town Hall, Bow Street, Langport TA10 9PR  
Telephone: 01458 259700  
Email: townclerk@langport.life

## LANGPORT TOWN COUNCIL – Council Minutes

### **Minutes of the Meeting of Langport Town Council held on Tuesday 5<sup>th</sup> December 2023 at 7.00pm in the Ground floor meeting room, Langport Town Hall**

#### **Present: Councillors**

S Dromgoole  
M Crumb  
I MacNab  
A Wilson  
S Peterkin

A Donald  
R Crumb  
B Patterson  
S Glas

**Public participation:** Cllr Wilkins informed that resolving the financial situation in Somerset Council and reviewing budgets was a priority. The draft budget is to be presented to Full Council in December, which will be scrutinised by the appropriate committee. The deficit remains at present £87m over three years. A tremendous amount of work is underway to try and prevent a S114 being implemented. The most recent Levels and Moors LCN Active Travel meeting was held in Langport Town Hall. This was a well-attended meeting with good enthusiasm being generated. A site visit of a location in Fivehead is planned for early January.

#### **In Attendance:**

Gerard Tucker – Locum Town Clerk, Morag Kelly - Deputy Clerk. Somerset Councillors – Cllr Richard Wilkins. One member of the public was present and a representative from Huish Episcopi Parish Council.

**TC2023/100 To receive Apologies for Absence and to approve the reasons given (LGA 1972 s85 (1))** Cllr Mike Stanton (attending another parish meeting)

#### **TC2023/101 Declarations of interests**

There were no declarations of interest

Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declaration.

**TC2023/102 To approve and sign as a correct record the minutes of the Town Council Meeting held on Tuesday 21<sup>st</sup> November 2023 (LGA 1972 sch 12, para 41 (1))**

The minutes of this meeting were considered an accurate record and were duly signed by the Chair – Cllr Dromgoole

### **TC2023/103 Town Clerk's Oral Report -**

1. The Locum Town Clerk informed that the existing vacancy on the council can be filled by co-option.
2. The Deputy Clerk and The Locum Clerk had organised the purchase of additional stone and arranged for volunteers to improve the footpaths on Cocklemoor.
3. A request to close the Town Council Office between 20<sup>th</sup> December and 4<sup>th</sup> January was approved by Councillors

### **TC2023/104 To receive written or oral reports from meetings and training attended by councillors on behalf of the Council.**

The Railway Station group has recently met and attended by Sarah Dyke MP. It appears that whilst a decision is long overdue on the opening of a station in the Langport and Somerton area, that there remains a strong economic case for this development, together with well documented environmental and social inclusion benefits. It is hoped that an announcement will be made soon in to the New Year.

The Locum Clerk reported on the Somerset Association of Local Councils (SALC) agm, informing of the presentation given by Cllr Bill Revans, Leader. The focus of his presentation was the financial shortfall and the Locum Clerk relayed the reasons that have contributed to this situation, for which there are many.

#### **Joint Working Group updates**

- Transport Group – Chair. This group has not met since the last meeting
- Entertainment & Leisure – Val Saunders. Unfortunately, due to low cloud, the planned firework display on Cocklemoor had to be cancelled. However, the singing of carols led by the Huish Academy school choir and orchestra was well received. The attendance by the MP Sarah Dyke on the day to launch the re-opening of the refurbished former court room in the town hall added to the day and was well received.
- Governance – Chair. This group has not met since the last meeting.
- Landmark Langport has been supported by both Huish and Langport Councils since it submitted a letter informing that it was unable to meet its obligations and was under threat of closure. Cllr Peterkin informed that three new trustees have been identified. A new administrator has been identified and Alice Mounter will commence the role immediately, following a good handover from the previous administrator – Laura. Cllr Paterson is leading on trying to resolve the issues of utility bills and the numerous meters throughout the trusts buildings.
- To receive a report from Society of Local Council Clerks (SLCC) agm – Locum Clerk

### **TC2023/105 To receive financial reports to include**

- i. Accounts for payment and income. The list of payments raised since the last meeting was presented. There were very few as the previous meeting was just two weeks prior to this one.

### **TC2023/106 To finalise the budget for 2024/2025**

The proposed budget was presented to the meeting by the Locum Clerk, with the support of the Chair of the Finance and Personnel Committee, Cllr M Crumb. There were few variations to the previously presented budget. With the imminent return of the Town Clerk in January, the suggestion of finalising the budget at the January meeting was considered appropriate and accepted by the meeting. At the next meeting, the level of precept to be raised will also be discussed and agreed.

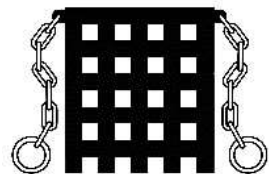
### **TC2023/107 Chairman's Report**

The Chair, Cllr Dromgoole thanked Councillors and Council staff for their input during the year. He considered that the council continues to be in good heart and whilst there are challenges, the spirit to respond with professionalism is much appreciated. He wished all present the compliments of the season and closed the meeting.

Meeting closed 8.35 pm

Signed: .....

Date: .....



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## LANGPORT TOWN COUNCIL – Council Minutes

### **Minutes of the Meeting of Langport Town Council held on Tuesday 16<sup>th</sup> January 2024 at 7.00pm in the Ground floor meeting room, Langport Town Hall**

#### **Present: Councillors**

S Dromgoole  
M Crumb  
I MacNab  
A Wilson  
S Peterkin

A Donald  
R Crumb  
B Patterson  
S Glas

**Public participation:** Cllr Wilkins referred to the recently circulated newsletter message from himself and Cllr Stanton. The focus of narrowing the budget deficit remains a priority to resolve. The sad news of the passing of Cllr Dean Ruddle, Chair of Somerton Town Council was reflected by both Cllr Wilkins and Cllr Dromgoole.

A recently determined planning application for 100 houses on land off Somerton Road was approved, despite there being numerous challenges from both councils and members of the public. Cllr Wilkins is to identify the appropriate Planning Policy lead Officer and the clerk will then request a meeting.

#### **In Attendance:**

Gerard Tucker – Locum Town Clerk, Morag Kelly - Deputy Clerk. Somerset Councillors – Cllr Richard Wilkins. Four members of the public were present and a representative from Huish Episcopi Parish Council.

**TC2023/108 To receive Apologies for Absence and to approve the reasons given (LGA 1972 s85 (1))** Apologies were received from Cllr Mike Stanton

#### **TC2023/109 Declarations of interests**

Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declaration.

There were no declarations of interest

**TC2023/110 To approve and sign as a correct record the minutes of the Town Council Meeting held on Tuesday 5<sup>th</sup> December 2024 (LGA 1972 sch 12, para 41 (1))**

The minutes of the previous meeting were considered an accurate record and were duly signed by the chair.

**TC2023/111 To receive a short update on bus usage:**

Rosa Kell (Wells Bus Users Group) provided an update on the challenges of delivering public transport services in Somerset. The underlying message that Rosa gave was that if the use of bus services are not improved, then they are in danger of being reduced or lost.

**TC2023/112 Town Clerk's Oral Report -**

including use of delegated powers and update on progress since the last meeting.

The Locum Clerk thanked all who involved in assisting to dismantle the Christmas lights. He continued by informing that Deborah Speed had returned to work on a part-time basis. Councillors endorsed the support shown towards Deborah and continued to wish her a continued recovery. The Locum Clerk expressed a concern that North Street was subject to a programme of roadworks very soon after an intensive resurfacing programme and has contacted Wessex Water for an explanation.

**TC2023/113 To receive written or oral reports from meetings and training attended by councillors on behalf of the Council.**

To receive reports from:

- Flood Group – Cllr Paterson informed that the group had set up a display on the island in December informing of the work of the group. Of concern is the impact of flooding in the area around Wagg Drove and the need for further engagement with the Drainage Board and River Authority. A fatality was reported in the river.
- Landmark Langport. Cllr Peterkin informed that there are now three new trustees . Also that a new administrator Alice Mounter has been appointed. There continues to be a shortfall in the finances of the organisation and Huish and Langport Councils are to consider financially supporting them through this problem. The large first floor room in the Town Hall is to be known as The Parrett Room.
- Langport Area Business Group will have a new chair after their meeting in April. There are aspirations to produce a directory and town map which will support the businesses in Langport.

Joint Working Group updates:

- Transport Group – Cllr Dromgoole informed the group has not met since the last meeting and that there was nothing to report.
- Entertainment & Leisure – Val Saunders informed that a draft Terms of Reference for the group has been prepared and is to be discussed at their next meeting. The group intends to identify each of the community venues and record the parking provision, access, facilities etc. Aspirations of the community identified in the recent survey included the introduction of a cinema and skate park. These ideas are to be further considered. Val informed that there is a recognition that there is a need to improve communication.
- Governance – Cllr Dromgoole repeated the request earlier for a discussion with a Senior Planning Policy Officer to understand the better the future provision of housing developments in and around Langport. The drawing down of developers contributions (S106 funds) has become a priority. A Terms of Reference for this group is required and will be prepared and presented in due course.

**TC2023/114 To receive recommendations from the Finance and Personnel Committee to include:**

- i. A review of the Deputy Town Clerks salary. Cllr M Crumb informed that Morag Kelly had received an appraisal in September where it was recommended that her salary rise by two incremental points. This had not been implemented, hence the reason for it being considered at this meeting. Cllr M Crumb proposed, seconded by Cllr Donald and unanimously **AGREED**. 9-0-0
- ii. Implementation of the NJC Salary increase. The pay award has been back dated to April 1<sup>st</sup> and is £1,925 per full-time employee. This item is not for information, however the chair sought endorsement which was unanimous 9-0-0

**TC2023/115 To receive a report on footpath improvements to Cocklemoor, in conjunction with the Canals and Rivers Trust.**

The Locum Clerk had previously circulated a report which informed of the need to invest in repairing and maintaining the paths on Cocklemoor. The Canal Trust are prepared to organise a Canal Camp in Langport to assist with undertaking the works. The purpose of the report was to inform Council of the opportunity and to seek their support for the Locum Clerk to continue dialogue with the Inland Waterways Association to explore setting up a Canal Camp. Councillors unanimously endorsed this suggestion 9-0-0.

**TC2023/116 To discuss the use of Cocklemoor by the funfair over the Easter weekend.**

Edward Stokes fun fair has requested that they again come to Cocklemoor between 28<sup>th</sup> March and 2<sup>nd</sup> April. They have requested that a line of car parking spaces are vacated allowing them the opportunity to install a ride which requires a hard surface. Councillors **AGREED** to support the request, yet would require a contribution of £1,000 to cover the additional space required. 9-0-0.

**TC2023/117 To finalise the budget for 2024/2025**

Led by the Chair of the Finance and Personnel Committee, Cllr M Crumb informed that the Town Clerk had returned to light duties, which includes overseeing the budget and taking control again of the finances. The budget presented to the council in December had received a few minor amendments, which had been discussed and approved by the Finance and Personnel Committee. The budget presented was unanimously endorsed 9-0-0.

**TC2023/118 To agree the Precept for 2024/2025** Based on the budget previously approved, To enable the delivery of the budget previously agreed, Langport Town Council would need to raise £114,795 through the precept. This equates to a rise of 7% and to a Band D residence is an additional £15.50 per annum or 30 pence per week. Proposed Cllr M Crumb, seconded by Cllr Dromgoole and unanimously **AGREED** 9-0-0

**TC2023/119 To receive the calendar of meetings for 2024** The calendar of meetings which had previously been circulated was unanimously approved.

**TC2023/120 Chairman's Report** The Chair reiterated his sadness of the passing of Cllr Dean Ruddle. 'Mr Somerton' was an appropriate title for someone who gave so much of his life to representing and supporting the town and creating numerous opportunities.

The proposed housing development at Ducks Hill, Huish Episcopi is an example of why there is a strong need for both parishes to be involved. Unfortunately, Langport Town Council has not been

consulted on this application, which is a concern as it remains unclear if Huish Episcopi Parish Council had also been consulted.

**Items for information – included:**

Pending road closures:

29<sup>th</sup> February – The Hill for utilities connections

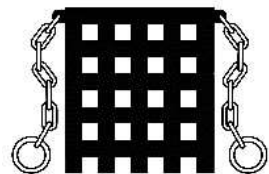
29<sup>th</sup> January for 10 working days – Bow Street, installation of ducting

EV charging point. Additional work is required, particularly the fitting of an isolator switch.  
EDF Energy or Podpoint are qualified to undertake the work and quotes are being obtained.

Meeting closed 8.40 pm

Signed: .....

Date: .....



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## LANGPORT TOWN COUNCIL – Council Minutes

### **Minutes of the Meeting of Langport Town Council held on Tuesday 20<sup>th</sup> April 2024 at 7.00pm in the Ground floor meeting room, Langport Town Hall**

#### **Present: Councillors**

S Dromgoole  
M Crumb  
I MacNab  
S Peterkin  
C Gherasim

A Donald  
R Crumb  
B Patterson  
S Glas  
A Wilson

**Public participation:** The First Bus Route 54 was raised by a member of the public, in particular the difficulties associated with a diversion in Somerton due to road works.

The use of Cocklemoor by the fair over the Easter weekend was questioned by a member of the public, with supporting photographs showing the extent of the damage caused.

Cllr Wilkins referred to a document which highlights the achievements of the Council in the last year. This is to be circulated to all councillors electronically.

A collapsed wall on Priest Lane was reported with a clear understanding that the owner of the wall and resident has the responsibility to repair the damage caused through the collapse.

#### **In Attendance:**

Gerard Tucker – Locum Town Clerk, Morag Kelly - Deputy Clerk. Somerset Councillor – Cllr Richard Wilkins from 8.30pm) and five members of the public were present.

**TC2023/148 To receive Apologies for Absence and to approve the reasons given (LGA 1972 s85 (1))** Cllr Mike Stanton gave his apologies.

#### **TC2023/149 Declarations of interests**

Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declaration. There were no declarations of interest

**TC2023/150 To approve and sign as a correct record the minutes of the Town Council Meeting held on Tuesday 19<sup>th</sup> March 2024 (LGA 1972 sch 12, para 41 (1))** The minutes of the previous meeting were considered accurate and were signed by The Chair.



## TC2023/151 Town Clerk's Oral Report -

The Locum Town Clerk informed that Cocklemoor is to host a Children's summer event on Thursday 15<sup>th</sup> August. A contribution is requested, for which Councillors suggested £150.00

A request for additional signage informing that Town Centre businesses were open as usual during street works has met with a positive response.

A meeting with a Development Control planner was recently held where the idea of installing a lift at the rear of the Town Hall was met with a positive response. The Locum Clerk was reminded that future engagement needs to include a representative from Landmark Langport.

A useful and informative discussion was held with The Canals and Rivers Trust regarding a Canal Camp to reinstate the footpaths on Cocklemoor.

## TC2023/152 Funfair Review

Clearly, the extremely wet conditions both before and during the visit from the Funfair contributed to the state of the land on Cocklemoor. The damage waiver of £500 is to be retained, which is in addition to the fee of £1,000 – both payments have been received. A working party has been arranged for Thursday 18<sup>th</sup> April to try and reinstate the ground, at least making the area level enough for the mower to travel over.

## TC2023/153 Planning Applications

**Application No:** [24/00751/TCA](#)

**Proposal:** Notification of intent to fell 2 trees and carry out tree surgery work to a number of trees within a Conservation Area.

**Location:** West Court, The Hill, Langport TA10 9QF

**Applicant:** Mr Peter Stevens

**Application:** Type: Trees in Conservation Area

Councillors unanimously **RESOLVED** to support this application.

**Application No:** [24/00786/P3MA](#)

**Proposal:** Prior approval for proposed Change of Use from Commercial, Business and Service use (Class E) to dwellinghouse (Class C3) for 1 No dwelling.

**Location:** For Every Cloud, Bow Street, Langport

**Applicant:** Mr J Field

**Application Type:** Prior Approval Sch2 Part 3 Class MA

*Note: This is for notification only*

The property has been identified as being For Every Cloud. Councillors considered this is incorrect, as it appears from the drawings that the property is in fact the one next door, which was a former insurance agents office, last used by an accountancy practice.

The loss of business premises in the centre of Langport is of concern, particularly as this application is near the town centre and within the conservation area. By majority, it was **RESOLVED** that the council respond to the Planning Authority and raise their concerns

## TC2023/154: To receive recommendations from Finance and Personnel committee:

Langport and Huish Youth Group	-	£3,500
Langport and Huish Memorial Field	-	£3,500
Langport Runners	-	£ 150
Langport Transport Group	-	£1,000 (£500 to be awarded immediately, followed by a further £500 on completion of the report)

Langport and Huish Senior Citizens	-	£ 750
MIND in Somerset	-	£ 200

All of the grant requests as described were unanimously approved. Proposed Cllr Dromgoole, seconded Cllr M Crumb.

The Finance and Personnel Committee are aware of the need to invest in the Digiboard – electronic notice board. It is suggested that the lower amount required of £350 + VAT will enable the board to become operational again. Cllr M Crumb informed that Deborah Speed was undergoing additional treatment and has been signed off from work until September.

### **TC2023/155: To receive written or oral reports from meetings and training attended by councillors on behalf of the Council.**

To receive reports from:

- Landmark Langport.  
The small meeting room has been rented out to the RSPB from early May. This will result in the Town Council meetings having to be relocated. Discussions with the tenants at the Hanging Chapel are on-going. A recently held visioning workshop has identified an action plan to go forward. A fire risk assessment of the Town Hall has identified areas where improvements are required. Always, additional trustees are sought.

Joint Working Group updates:

- Transport Group – The detailed summary of the results from the car park survey will be shared at the Annual Town Meeting
- Entertainment & Leisure – The study of available venues continues. There is an identified need to reintroduce a parish magazine. A discussion with the new vicar is hoped to find support for this idea. There are many small noticeboards that are inaccessible. It is intended to find keys for these boards and get them operable again. Opportunities for the reuse of All Saints church as a community venue are being considered.
- Joint Council – This committee has not met recently

Levels and Moors Local Community Network (LCN):Highways. A particularly well attended meeting was held in the Town Hall at the end of March, with many parishes represented and five Highways Officers. It is expected that councils will regularly receive a list of pending highways works.

Any other meetings attended. Cllr R Crumb attended a meeting with Devon and Somerset Fire and Rescue who are providing 'throw lines' for two locations near the river. There is an expectation that volunteers locally will install them.

Cllr Crumb also attended a meeting with MP Sarah Dyke where many issues were raised including the railway station project, Active Travel, Giga Clear works programme and solar panels.

### **TC2023/156: Arrangements for the Annual Town Meeting**

- Langport Visioning
- Cocklemoor paths improvement programme
- Car park survey results
- Langport and Huish Youth Group
- Entertainment and Leisure strategy update
- Flood Group update.

**TC2023/157: Finance – Town Council Year 2023/24 Year to Date Budget -**

Year to date budget

- i. Accounts for payment and income
- ii. To receive and note balances of the Council's bank accounts as of 29/10/2024

**TC2023/158: Finance – Bank account reconciliations**

To note bank account reconciliations to 31<sup>st</sup> March 2024 and approve and sign for audit transparency (Accounts and Audit regulations)

**TC2023/159: Bank Account Balances**

To note the balances of the Council's bank accounts as of 31<sup>st</sup> March 2024

**TC2023/160: Finance – Accounts for Payment and Income**

To note items of expenditure and income for March.

**TC2023/161: To review the following Town Council Policies:**

- **Standing Orders**

**TC2023/162: Chairman's Report**

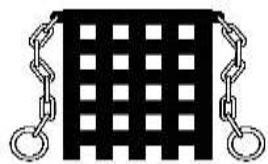
**Items for information**

No further items were raised.

Meeting closed 9.00 pm

Signed .....

Date: .....



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## LANGPORT TOWN COUNCIL – Council Minutes

### **Minutes of the Meeting of Langport Town Council held on Tuesday 16<sup>th</sup> May 2023 at 7.00pm in the Ground floor meeting room, Langport Town Hall**

#### **Present: Councillors**

S Dromgoole

M Crumb

R Crumb

I MacNab

A Donald

S Glas

S Peterkin

A Wilson

#### **In Attendance:**

Gerard Tucker, Locum Town Clerk. Morag Kelly Deputy Clerk, Richard Wilkins, Somerset Council Councillor. 7 members of the public and one member of the press were present.

Councillor Wilkins informed of a proposed active travel meeting in Curry Rivel Village Hall on Wednesday 24<sup>th</sup> May to be chaired by Cllr Ros Wyke.

John Rowlands, a representative from the Farming and Wildlife Advisory Group (FWAG) attended with Damien Bridges (RSPB). They presented an idea of amalgamating parcels of land on the Somerset Levels to submit an application to the DEFRA managed Environmental Land Management Scheme (ELMS) with the intention of seeking a financial reward for introducing higher levels of management, including the retention of carbon in the soil. The broad idea met with the support of Council who await further information with interest.

#### **TC2023/1 Election of Chairman of the Council and Acceptance of Office**

Cllr Sean Dromgoole was proposed, seconded and unanimously elected to the position of Chair for the ensuing year. He completed and signed the Declaration of Office statement

#### **TC2023/2 To receive Apologies for Absence and to approve the reasons given [\(LGA 1972 s85 \(1\)\)](#)**

Apologies for Absence was received from Cllr Tate.

**RESOLVED** to accept apologies and reason given

#### **TC2023/3 Declarations of interests**

Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)

Cllr Sean Dromgoole made a made a declaration of interest in Agenda Item 16 .

#### **TC2023/4 Appointment of Vice Chair of the Council**

Cllr S Glas was proposed, seconded and unanimously elected to the position of Vice Chairman of the Council. He duly completed the Declaration of Office statement

#### **TC2023/5 Co-option of new councillors**

To consider applications for co-option

There were no applications for consideration.

#### **TC2023/6 To approve and sign as a correct record the minutes of the Town Council Meeting held on Tuesday 18<sup>th</sup> April 2023 (LGA 1972 sch 12, para 41 (1))**

**RESOLVED** that the minutes of the Town Council Meeting held on Tuesday 18<sup>th</sup> April 2023 be signed as a correct record

#### **TC2023/7 Town Clerk's Oral Report.**

The clerk informed that he has received a request to lobby government in an attempt to extend the subsidised transport fares. Councillors requested that the clerk responds accordingly. He further informed that Gigaclear have a works permit for Westover which expires in early June. Correspondence has been received informing that a programme of works is planned and activity in that area can be expected.

The clerk thanked the staff and Council for their patience and understanding in settling him into the position.

#### **TC2023/8 To receive written or oral reports from meetings and training attended by councillors on behalf of the Council.**

Cllr McNab reported on behalf of The Cocklemoor Trust and informed that the Almshouses are now fully occupied. He continued and informed that the recent activities on the river bank in support of the Kings Coronation had been well received with more than 400 people attending.

Cllr Rob Crumb reported on the development of the Active Travel initiatives, in particular a research meeting with an Officer formally from Mendip District Council who has worked on extending The Strawberry Line cycle route. A visit to this facility is considered worthy of arranging and Cllr Crumb will organise. Discussions with Drayton and Curry Rivel parishes on the creation of a cycle route to Langport continues.

#### **TC2023/9 Standing Orders**

The Standing Orders have not been amended and were considered appropriate for continued use

## **TC2023/10 Financial Regulations**

The Financial Regulations have not been amended and were considered appropriate for continued use.

## **TC2023/11 Terms of Reference for Committees**

**RESOLVED** that the Terms of Reference adopted and used by the Finance and Personnel Committee were reviewed and required neither alteration or amendment.

The Terms of Reference adopted and used by the Tourism and Marketing Committee were reviewed and required neither alteration or amendment.

## **TC2023/11.1 Terms of Reference for current meeting working groups**

**RESOLVED** that there is a need to revisit the Joint Parishes Terms of Reference and review. A draft Terms of Reference has been prepared for the Active Travel Group which will be presented to the committee once they become established.

## **TC2023/12 To appoint Councillors to the following Committees**

- i. Finance and Personnel. (Chairman and Vice-Chairman plus 4 Councillors). Current members Committee Chair M Crumb, S Dromgoole, A Donald, S Glas and SA Wilson
- ii. Tourism and Marketing. (Chairman and Vice-Chairman). Current members Committee Chair S Dromgoole, R Crumb, A Donald, I MacNab, S Glas (Footpath Liaison Officer), S Peterkin. Representatives from Huish Episcopi Parish Council, Langport Area Business Group, Langport Information Centre lead volunteer and Market and Vintage Market Coordinators
- iii. Active Travel Group – R Crumb, S Glas, S Peterkin, A Wilson and representatives from HEPC
- iv. Joint Parishes open to all members

## **TC2023/13 To appoint Councillors as representatives to outside bodies and Councillor Offices**

<b>Outside Body</b>	<b>Current Representative</b>
Abattoir Liaison Group	S Dromgoole
Annie Tite Fund	R Crumb
Langport & Huish Episcopi Memorial Field	M Crumb & S Dromgoole
Somerset Association of Local Councils	S Dromgoole
Sir Edward Hext Almshouses	I MacNab
Langport Information Centre Steering Committee	S Dromgoole
Langport Area Business Group	S Glas
Cocklemoor Community Trust CIO	I MacNab
Curry Rivel Active Travel Group	R Crumb & S Dromgoole
Bus Back Better	I MacNab
<b>Councillor Offices</b>	
Footpaths Liaison Officer	S Glas
Grit Bin Monitor	S Glas
Flood Warden	I MacNab
Climate Champion	S Peterkin
Litter Pick Organiser	R Crumb

**RESOLVED** - To note

**TC2023/14 Town Council Policies**

**RESOLVED** to accept the following policies.

- i Code of Conduct
- ii Risk Management scheme
- iii Website Policy
- iv Recording meetings policy
- v Member relations Protocol

**TC2023/15 Assets register**

**RESOLVED** to accept the councils asset register with the following amendments  
River counters and two benches located on Northmoor to be added

**TC2023/16 Recommendations from Finance and Personnel Committee**

**RESOLVED** to confirm the recommendation of the following grants:

- Langport and Huish Senior Citizens - £ 750.00
- Huish and Langport Memorial Field - £4,500.00
- Huish and Langport Cricket Club - £ 500.00 (Cllr Dromgoole declared an interest)
- Langport and Huish – Youth Group - £3,500.00

**TC2023/17 Community Plan**

There have been 522 responses to the questionnaire, which is much higher than expected. The ratio of returns from Huish and Langport is in line with the population of each. The organisers are preparing a summary report for circulation towards the end of June. The ONS statistics for the area when compared to the actual returns has identified that there is a shortfall in responses from young people under the age of 17. There are plans to address this by involving the youth group and schools.

Interestingly, 86% of the returns from Langport and 80% of the returns from Huish Episcopi supported the idea of amalgamating the two councils.

Many people are using the river, interestingly, the activities that people want to see introduced are boules, a cinema and improvements to the river.

**TC2023/18 Society of Local Council Clerks (SLCC) membership**

**RESOLVED** that the council continues to pay the annual membership fee for the Clerk of £220.

**TC2023/19 Town Council Year 2023/24 Year to date budget**

The year to date budget for the council was presented to the meeting. It was **RESOLVED** to accept the budget. A question regarding a receipt of payment from Edward Stokes for hosting the Fair on Cocklemoor was raised and the clerk is to pursue this to ensure payment is received.

**TC2023/20 Finance – Bank Account Balances**

The balances of the council had previously been circulated to members and there were no comments arising from the information provided.

**TS2023 /21 Finance - Accounts for Payment and Income**

to note items of expenditure and income for March

**RESOLVED** - To note

**TC2023/122 Chairman's Report -**

items of information: The recently organised Levels and Moors Local Community Network discussion held in Somerton was well received, with the majority of parishes represented.

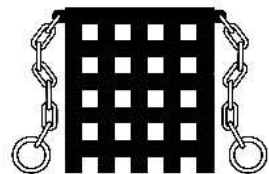
The suggestion of purchasing flowers for the Town Clerk was well received and will be implemented

Meeting closed 8.25 pm

Signed: .....

Date: ..... 20<sup>th</sup> June 2023 .....





**LANGPORT TOWN COUNCIL**  
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## **LANGPORT TOWN COUNCIL – Council Minutes**

### **Minutes of the Meeting of Langport Town Council held on Tuesday 17<sup>th</sup> October 2023 at 7.00pm in the Ground floor meeting room, Langport Town Hall**

#### **Present: Councillors**

S Dromgoole  
M Crumb  
I MacNab  
A Wilson

A Donald  
R Crumb  
S Peterkin  
S Glas

#### **In Attendance:**

Gerard Tucker – Locum Town Clerk, Morag Kelly - Deputy Clerk. Somerset Councillor – Cllr Richard Wilkins. Two members of the public were present and two representatives from Huish Episcopi Parish Council.

#### **TC2023/72 To receive Apologies for Absence and to approve the reasons given ([LGA 1972 s85 \(1\)](#))**

Apologies were received from Councillors Tate (work). Somerset Councillor Mike Stanton.

#### **TC2023/73 Declarations of interests**

Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)

There were no declarations of interest received

#### **TC2023/74 To approve and sign as a correct record the minutes of the Town Council Meeting held on Tuesday 19<sup>th</sup> September 2023 ([LGA 1972 sch 12, para 41 \(1\)](#))**

**RESOLVED** that the minutes of the Town Council Meeting held on Tuesday 19<sup>th</sup> September 2023 were signed by the Chair as a correct record.

### **TC2023/75 Co-option of Councillor to Langport Town Council**

Bill Paterson had previously expressed an interest in becoming a town councillor and had presented himself at a previous meeting. Cllr Dromgoole proposed, seconded by Cllr M Crumb unanimously **AGREED** that Bill Paterson be co-opted to Langport Town Council 8-0-0

### **TC2023/76 Town Clerk's Oral Report.**

The Locum Town Clerk had previously reported that Deborah Speed has an extended period for sickness leave to January 2024. Whilst the majority of the works of the council had been delivered appropriately and efficiently, an issue has been identified, that of inputting and reporting the councils finances. The accounts system known as Rialtas is quite specific and requires specialist knowledge of how to use it. Zoe Godden has been identified as a competent person with skills in this area and she has inputted and reconciled the accounts to the end of September. It is anticipated that she will be required for one day in November and December to ensure the accounts are ready for handing back to Deborah on her return.

### **TC2023/77 To receive a letter and subsequent email from Landmark Langport over the uncertainty of their future.**

This letter had been received too close to the previous meeting to be included on that agenda. In summary, expenditure exceeds income which is unsustainable in the long-term. The Trust now has only three trustees who are struggling to find the necessary time to obtain funding, over see essential maintenance and manage the buildings. The majority of grants are for capital works, rather than revenue, including maintenance. In conclusion, Langport Town Council recognises the severity of the problem and proposes to host a wider meeting of all interested parties to identify solutions and an action plan for delivery. Cllrs Paterson, M Crumb, Peterkin, Glas and Dromgoole all indicated their willingness to involve.

### **TC2023/78 To receive written or oral reports from meetings and training attended by councillors on behalf of the Council.**

Cllr R Crumb informed that he had attended a Resilience Day workshop in Wincanton representing the Flood Group. The key outcome of this meeting was Devon and Somerset Fire and Rescue Service considering the installation of a locked cabinet for rescue equipment which is accessed via a call to 999 in the event of an emergency. Cllr R Crumb continued by informing that ABP are considering a contribution towards an extension of the 30MPH zone from the Rectory to the River Ivel on the Muchelney Road.

**TC2023/79 To receive the External Auditors report and Certificate of Completion** The Locum Town Clerk presented to the Council the summary statement and Certificate of Completion provided by the external auditor. The auditor raised a concern regarding a discrepancy between the closing balance reported in April 2022 and the opening balance for the year 2022/23. The Locum Clerk had sought an explanation and support in providing the correct information by contacting the internal auditor, whose input had not provided the level of detail required to close the matter. Therefore, the summary informs that Assertion 9 had been incorrectly completed. The recording of the authority as a sole trustee had also been inappropriately recorded.

### **TC2023/80 To receive financial reports to include:**

- i. Year to date budget The year to date income and expenditure was presented to the meeting. As there is a Finance and Personnel committee the following day

(Wednesday 18<sup>th</sup> October) any specific questions regarding budgeting are to be dealt with then. No questions were raised.

- ii. Accounts for payment and income The locum town clerk presented a list of payments that have been made since the last meeting. No questions were raised regarding payments.
- iii. To receive and note balances of the Council's bank accounts to 27/09/2023 The detail of account balances were displayed to the meeting on the projector. No questions were asked regarding the accounts

### **TC2023/81 Joint Working Party and Action Plan update**

In preparation for a single authority representing Huish Episcopi and Langport, working groups specific to certain areas are being set up. The *Transport Working Group* is scheduled to meet the following week and therefore there was nothing to report.

The *Entertainments Group* had met the day before and a list of 13 actions had been agreed, which includes the need to complete an audit of the venues used by community groups in both parishes. To explore the idea of a centralised booking process to cover all venues and the introduction of a monthly calendar of events in the area. Other ideas still to be fully determined include the installation of a Boules Court, a Firework event on Cocklemoor.

The *Governance Group* is likely to involve the joint planning sub-committee, although this has yet to be determined, as the Governance Group has yet to formally meet.

### **TC2023/82 Levels and Moors LCN and Active Travel**

Cllr R Crumb had organised a meeting at Great Bow Wharf where those who are interested in improving the footpaths and cycleways in and around Langport were encouraged to attend. In conclusion, the delivery plan that is being prepared will be phased, with the stretch between the river and Tesco's being the first area to concentrate on improving.

The Locum Clerk informed that he was now chairing the Active Travel group on the Levels and Moors LCN. The priority work already underway is to improve the footpath between Aller and Langport. Aller Parish Council have agreed a sum to contribute to this and have obtained additional funds from the Somerset Community Foundation. As some of the work is on Langport Town Council land, a contribution of £250 was requested to pay for the materials to make the required improvements. Cllr M Crumb suggested that this request should be considered by the Finance and Personnel Committee – **AGREED.**

**TC2023/83 Market Report** Peter Roberts (Langport Local Market co-ordinator) presented his thoughts on the first market held to promote local producers. The weather had been kind on the day, there was a good mix of stalls and a huge attendance by the public. Many stall holders had underestimated the demand and had sold out earlier in the day. There was a concern raised about one hot drinks vendor which needs to be addressed. There will be no charge for the November market stall holders. In December, each stall will cost £15.00. Peter was thanked for his enthusiasm and delivery of a successful market.

The Artisan Market has relocated to The Angel garden on both a Friday and Saturday.

### **TC2023/84 Damage to Cemetery Wall**

The Chair reported that there has been an accident and part of the cemetery wall has been damaged. There is a need to obtain estimates on the cost of repairing the wall, which on receipt will determine if there is to be an insurance claim submitted.

### **TC2023/85 Chairman's Report –**

The Chair shared a list of Section 106 and Community Infrastructure Levy (CIL) payments that have accrued in Huish from developer's contributions from permitted housing. He informed that the Somerset Council are insisting that any contributions are agreed with both the Town and Parish Council. It is not clear yet how the drawing down of funds may be actioned, yet in conjunction with the community facilities audit and the recent concerns raised about the difficulties in financially managing historic community buildings, there is a discussion to had with the *Governance Group* of the two councils

### **Items for information – to include:**

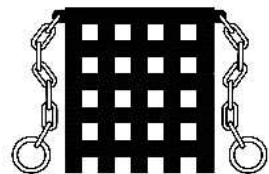
The installation of the festive lights will take place on Sunday 19<sup>th</sup> November

The Clerk informed that consent has been granted for tree surgery works at a property on The Hill, application No 23/02434/TCA. The consultation received was for notification only, not consultation.

Meeting closed 8.55 pm

Signed: .....

Date: .....



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## **LANGPORT TOWN COUNCIL – Council Minutes**

### **Minutes of the Meeting of Langport Town Council held on Tuesday 18<sup>th</sup> July 2023 at 7.00pm in the Ground floor meeting room, Langport Town Hall**

#### **Present: Councillors**

S Dromgoole  
M Crumb  
R Crumb  
I MacNab  
A Wilson

A Donald  
S Glas  
S Peterkin  
S Tate

#### **In Attendance:**

Morag Kelly - Deputy Clerk. Two members of the public were present and three representatives from Huish Episcopi Parish Council.

Speaker 1 produced a report and handed to Councillors regarding the need for a Community Centre for use by both Langport and Huish Episcopi residents.

Speaker 2 enquired as to whether Langport Town Council would support an application to Highways for another Zebra or Pedestrian Crossing at Stacey's Court section of Bow Street. 170 signatures have been collected in one location over the course of a month.

#### **TC2023/44 To receive Apologies for Absence and to approve the reasons given ([LGA 1972 s85 \(1\)](#))**

There were no apologies.

#### **TC2023/45 Declarations of interests**

Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)

There were no declarations of interest received.

## **TC2023/46 Co-option of new councillors**

There were no applications for consideration.

## **TC2023/47 To approve and sign as a correct record the minutes of the Town Council Meeting held on Tuesday 20<sup>th</sup> June 2023 ([LGA 1972 sch 12, para 41 \(1\)](#))**

**RESOLVED** that the minutes of the Town Council Meeting held on Tuesday 20<sup>th</sup> June 2023 be signed as a correct record.

## **TC2023/48 Town Clerk's Oral Report.**

The Deputy Clerk informed the council that the gateway and fencing had been fully repaired on the old railway line, easy access is now available for wheelchair users who wish to use this route. The verges have also been mowed along the railway line as access was restricted by overgrown weeds.

The Town Garden gate onto North Moor was vandalised and needed significant repairs, this has now been actioned and is fully accessible once again.

The Cocklemoor pontoon has now been repaired and reattached to the river bank.

## **TC2023/49 To receive written or oral reports from meetings and training attended by councillors on behalf of the Council.**

Cllr Dromgoole attended the Abattoir Liaison Group meeting where three key issues were discussed e.g. Seagulls and discarded meat/bones; unpleasant odour; speed of traffic and the request to extend the 30mph limit to include the entrance to ABP site.

Cllr Peterkin attended a Webinar as Environment Representative, the session consisted of encouraging many ways in which we can become Net Zero and to help reduce carbon emissions. Ideas were shared on how we could include bigger sites in the town such as ABP; Tesco; the schools.

Cllr Glas attended the LABG meeting and reports that they discussed the traffic concerns along Bow Street and have agreed to take this to Highways.

Cllr MacNab updated the council on the Bus Partnership, the £2 fair has been extended to October 2023.

Cllr Dromgoole advised the council that following their attendance at our last meeting in June, FWAG (Farming and Wildlife Advisory Group) have sought confirmation that Langport Town Council would like their land (Little Moor) included in the bid for exploratory funding, which hopes to give greater clarity on the DEFRA landscape recovery scheme. This has been granted. For information, the Commoners have also agreed to their land being included in this (North Moor).

Cllr Glas, R Crumb, M Crumb, Dromgoole, MacNab and Donald attended a meeting at The Scout Hut on Bonds Pool along with Scout representatives Marie, Lauren and Kit and Dan Bennett from Somerset Council. Somerset Council currently own part of the land on which the Scout Hut sits (the other part is on Memorial Field land). SC approached LTC to consider taking ownership of this site (not at market value) providing it is used for Community benefit. LTC expressed an interest in this. It is noted that The Scouts would be very welcome of this transfer, this will mean that they can begin fundraising to rebuild the hut as it is not fit for purpose.

Cllr R Crumb organised a drop-in session for Active Travel on Saturday 8<sup>th</sup> July attempting to increase the volunteer base for this project. Unfortunately, no new volunteers have surfaced, but exploratory work continues.

### **TC2023/50 To consider planning consultation received**

Proposal: Proposed new garage and raised decking area to the rear of the property

Location: The Old Paper Shop, North Street, Langport TA10 9RQ

Application Number: 23/01265/HOU

Councillors unanimously supported this application as it is not considered to be intrusive. 6-0-0

### **TC2023/51 Recommendations from the Finance and Personnel**

- a. Grant Application from Somerset Food Trail, **RESOLVED** to offer £250
- b. A complaint has been received from a resident at Lions Gate, The Hill, a suggestion that the boundary wall to the All Saints' Churchyard is in a state of disrepair and is of concern to the resident whose garden borders the churchyard. A Structural Engineer has attended and we await the report.
- c. Somerset Council are no longer providing a service and maintenance package of Wallgate Hand, Wash, Dry systems in the Public Conveniences in the town centre. LTC will take this on.
- d. The defibrillator will be installed by our electrician over the next weeks into the Kiosk Box. Electricity will be supplied by the Public Conveniences.

### **TC2023/52 Community Plan**

It was unanimously **RESOLVED** to adopt The Community Plan (HELP).

### **TC2023/53 Car Charge Quotations**

a. **RESOLVED** to approach Somerset Cllr Mike Stanton to confirm if there were any further grants to assist with installation of EV Charge points in Market Towns.

b. **RESOLVED** to accept the PodPoint quote for installation of Charge Point in Whatley Carpark (replacing old EV station). Unanimously in support 6-0-0.

### **TC2023/54 Finance – Bank Account Balances –**

**RESOLVED** to acknowledge the Bank Account Balances.

### **TC2023/55 Finance - Accounts for Payment and Income**

To note items of expenditure and income for June. **RESOLVED** to note.

### **TC2023/43 Chairman's Report -**

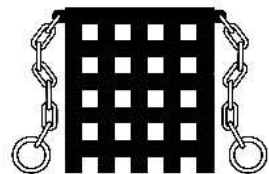
Nothing to add.

Meeting closed 8.45 pm

Signed: .....

Date: .....





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## LANGPORT TOWN COUNCIL – Council Minutes

### **Minutes of the Meeting of Langport Town Council held on Tuesday 19<sup>th</sup> March 2024 at 7.00pm in the Ground floor meeting room, Langport Town Hall**

#### **Present: Councillors**

S Dromgoole  
M Crumb  
I MacNab  
S Peterkin

A Donald  
R Crumb  
B Patterson  
S Glas

**Public participation:** The First Bus Route 54 was raised by a member of the public who recently struggled to get to Yeovil for a hospital appointment.

Cllr Stanton informed that the budget for 2024/25 had been agreed as previously reported. He added that the finances for the following year were also very difficult. The Gravity battery plant has been approved and is expected to create 1,000 quality jobs. A protest at County Hall resulted in the walls of the Grade Listed building being daubed with paint!

#### **In Attendance:**

Gerard Tucker – Locum Town Clerk, Morag Kelly - Deputy Clerk. Somerset Councillor – Cllr Mike Stanton (Cllr Richard Wilkins from 8.30pm) and four members of the public were present.

**TC2023/132 To receive Apologies for Absence and to approve the reasons given** ([LGA 1972 s85 \(1\)](#)) Apologies were received from Cllr Wilson.

#### **TC2023/133 Declarations of interests**

Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declaration. There were no declarations of interest.

**TC2023/134 To approve and sign as a correct record the minutes of the Town Council Meeting held on Tuesday 20<sup>th</sup> February 2024 (LGA 1972 sch 12, para 41 (1))**

The minutes of the meeting held on 20<sup>th</sup> February were considered correct and were unanimously **AGREED** by the council and signed by the Chair.

**TC2023/135 To receive and co-opt any applicants as a Langport Town Councillor:**

Mr Cosmin Gherasim having previously completed a vacancy application form presented himself to the Council. Proposed by Cllr Dromgoole, seconded by Cllr R Crumb and unanimously **RESOLVED** that Mr Gherasim becomes a Langport Town Councillor.

**TC2023/136 To receive a presentation from The Churches Conservation Trust regarding the installation of toilets at All Saints Church**

All Saints Church is closed to regular services, yet remains consecrated for weddings and funerals. The presentation received informed that the Conservation Trust look after approximately 120 closed churches in the south west of England, with a minimal budget to assist this work. Where possible alternative uses for the premises are explored and implemented. The restrictions in diversified uses of All Saints Church is the absence of toilets and a kitchenette. A request to fund a feasibility study to determine the location for these installations was suggested. The architects preferred by the Conservation Trust consider the feasibility will cost less than £3,000. Having completed this study, the costs of installation can then be further explored.

Cllr Dromgoole proposed, seconded by Cllr Peterkin and unanimously **AGREED** to support a feasibility study for the installation of toilets and a kitchenette at All Saints Church to the maximum value of £3,000.

**TA2023/137 Town Clerk's Oral Report -**

including use of delegated powers and update on progress since the last meeting.

The Locum Town Clerk informed that consent had been granted for the placing of a memorial stone in the cemetery in memory of the late Mr Patrick Mounter, a previous Chairman of this council.

Despite having paid for the guidance of the appropriateness of a lift at the Town Hall, the Locum Clerk was struggling to engage with a Conservation Planner. Cllr Stanton asked that information be forwarded to him and he will attempt to gain a response.

Cocklemoor Fair was damaged by the fair last year. This year has been much wetter and the Locum Clerk sought guidance from the Council on the use of Cocklemoor as a location for the fair. In response, Councillors acknowledged the difficult conditions and asked that the fair organisers are informed that the use of Cocklemoor as a location will have to be reviewed if too much damage occurs.

**TC2023/137(a) Planning**

(a) Application No: **24/00522/HOU**  
Location: 4, St Gildas Close Langport. TA10 9QH  
Proposal: Proposed erection of rear/side extensions  
Application type: Household application.

Councillors voted unanimously to support this application. 9-0-0

**TC2023/138 To receive the proposed resolution of the Joint Councils**

The Terms of Reference of the Joint Councils Committee was distributed. These documents having been previously circulated raised no questions. Cllr Patterson proposed, seconded by Cllr Glas and unanimously **RESOLVED** to adopt the documents.

## **TC2023/139 To receive written or oral reports from meetings and training attended by councillors on behalf of the Council.**

To receive reports from:

**The Flood Group** Cllr Patterson informed that the group will be meeting later this week.

**Landmark Langport** – Cllr Peterkin informed that the financial contributions to the value of £5,000 from Langport and £10,000 from Huish Episcopi Parish Council were welcomed and will ensure the stability of the organisation for a short while. The following years financial situation has not been resolved yet. A focussed training session has been organised for later this week to concentrate the minds of Trustees. Each facility is undergoing rent reviews with tenants.

**Active Travel** – Cllr R Crumb informed that a route from South Petherton to Bridgwater was being considered. A particularly difficult area around the junction of Ruggs Drove and Rivers Road on the A372 at Westonzoyland may have a potential solution through a suggested solar park installation.

### **Joint working groups:**

- **Transport Group** – Cllr Dromgoole reported that a car park users survey of car park will take place on Thursday this week. Volunteers are sought to enquire of users how long they intend to stay and their purpose for being in Langport. Cllr Gherasim informed that fuel thefts were committed with unfortunate regularity. The Locum Clerk is to contact the Police and ask for input on the frequency of this concern.
- **Entertainment & Leisure** – Val Saunders informed that this group will be meeting at The Angel next week.

## **TC2023/140 A continuation of Langport Visioning to include:**

- Preparing a Neighbourhood Plan - The suggestion of undertaking a Neighbourhood Plan was led by Cllr Dromgoole. The benefits and costs were loosely discussed, concluding that the financial gain was from the increased Community Infrastructure Levy payments. With such limitations on development in Langport, it was **AGREED** that more research needed to be done to establish the level of involvement and benefits of producing a plan. The Locum Clerk is to undertake some research with the parishes of Ashcott, Castle Cary and South Petherton and will report back.
- Review of civic buildings – One of the key topics raised at the visioning workshop was the subject of buildings in Langport, in particular any pressures on use, size, financial etc. The Locum Clerk and Chair are to lead on some research of organisations, including the Doctors Surgery, Library, Schools etc to understand any issues and identify any potential opportunities for improvement.

## **TC2023/141 To receive and discuss the content of the Highways Maintenance letter**

Part of the devolution of services currently undertaken by Somerset Council include highways maintenance. There is a statutory requirement to maintain all roads, yet the priority is focussed on more major routes. With regards to verge maintenance, sign post cleaning etc, these tasks could be delivered differently – perhaps through a Highways Stewardship scheme. The LCN Highways meeting planned for this week with Andrew Turner (Officer at Somerset Council) will present some of these issues and explain the rationale behind the Stewardship scheme proposed. There are no contractual changes due before April 2025.

## **TC2023/142 Cocklemoor Car Park updates to include:**

- Line marking the EV Charging and disabled parking bays  
Two quotes have been received for the cleaning and repainting of the EV Charging area and Disabled parking bays. Guys Lines from Curry Mallet quoted £330.00 + VAT. The purchase of the materials to undertake a DIY delivery of lines would cost in excess of £170 + VAT. Cllr R Crumb proposed, seconded by Cllr Dromgoole that we engage with Guys Lines to complete the work as soon as possible.
- Car park users survey – as previously reported, this will take place on Thursday 21<sup>st</sup> March between 7.00am and 7.00pm.
- Flooding concerns in front of the precinct – Cllr Wilkins is to try and identify a solution to this problem, which is likely to cause flooding in various shops if not resolved.

### **TC2023/143 To receive proposed amendments to the council's insurance policy**

The Town Clerk has received a renewal notice from Gallagher Insurance. A significant change to this years policy is the absence of cyber security protection. Following a discussion, it was concluded that as Microshade store all the information of the council 'in the cloud', that Langport Town Council considered the absence of cyber protection to already be covered.

### **TC2023/144 To receive financial reports to include:**

- Year to date budget
- Accounts for payment and income
- To receive and note balances of the Council's bank accounts as of 29/2/24

The financial information of the council had been distributed prior to the meeting. There were no questions arising and the information was duly received.

### **TC2023/145 Finance – Bank account reconciliations**

The bank reconciliations of the council's accounts were presented. Cllr M Crumb Chair of the Finance and Personnel Committee duly signed them off as being true and correct.

### **TC2023/146 To review the following Town Council Policies**

- Social media
- Equal Opportunities

Both policies, which remain unchanged were adopted by the Council. Cllr M Crumb requested that each amended version was identified and the date of review added. This suggestion was supported by all councillors and will be implemented.

### **TC2023/147 Chairman's Report**

The Chair thanked Cllr McNab for his starring role on a recent programme promoting Somerset. It would appear that the evasive kingfisher is easily spotted by Cllr McNab who has clearly developed a keen eye for their fleeting presence.

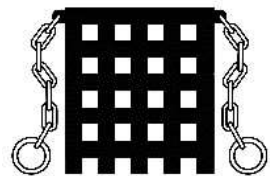
### **Items of interest**

No further items were raised.

Meeting closed 9.00 pm

Signed .....

Date: .....



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## **LANGPORT TOWN COUNCIL – Council Minutes**

### **Minutes of the Meeting of Langport Town Council held on Tuesday 19<sup>th</sup> September 2023 at 7.00pm in the Ground floor meeting room, Langport Town Hall**

#### **Present: Councillors**

S Dromgoole  
M Crumb  
I MacNab  
A Wilson

A Donald  
R Crumb  
S Peterkin

#### **In Attendance:**

Gerard Tucker – Locum Town Clerk, Morag Kelly - Deputy Clerk. Somerset Councillor – Cllr Stanton. Three members of the public were present and two representatives from Huish Episcopi Parish Council.

#### **TC2023/57 To receive Apologies for Absence and to approve the reasons given ([LGA 1972 s85 \(1\)](#))**

Apologies were received from Councillors Glas (abroad), Tate (work) and Wilson, (incapacitated). Somerset Councillor Wilkins.

#### **TC2023/58 Declarations of interests**

Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)

There were no declarations of interest received

#### **TC2023/59 To approve and sign as a correct record the minutes of the Town Council Meeting held on Tuesday 18<sup>th</sup> July 2023 ([LGA 1972 sch 12, para 41 \(1\)](#))**

**RESOLVED** that the minutes of the Town Council Meeting held on Tuesday 18<sup>th</sup> July 2023 were signed by the Chair as a correct record.

### **TC2023/60 Town Clerk's Oral Report.**

The Locum Town Clerk reported that the Town Clerk, Deborah Speed has an extended period for sickness leave which has been extended to January 2024. It is intended to assist her return to work with a phased programme. Gerard Tucker has agreed to continue supporting the council until Deborah's return.

Cllr Dromgoole and the Chair of Aller Parish Council recently met with Mark Doyle from the Environment Agency to discuss the suggested improvements to the Rights of Way between Langport and Aller. An exemption certificate has been approved to improve the gateways and install a seat on the Parrett Trail.

### **TC2023/61 To receive written or oral reports from meetings and training attended by councillors on behalf of the Council.**

Cllr M Crumb informed that she had recently attended some training on being a good Chair, a course provided by SALC.

Cllr Donald informed that he has met with Wessex Water and now better understands the impact of heavy rain on our sewerage system. A large temporary storage facility is under the car park at St Mary's church. The parishes of between Pitney and Burrowbridge, Wearne to Curry Rivel all feed into the Langport sewerage works.

Cllr Dromgoole visited ABP with three other councillors to better understand the activities involved with meat processing. The organisation is well run and has developed a stronger relationship recently with Huish and Langport councils when issues such as effluent disposal, highways and recruitment can be shared easily.

Cllr R Crumb met with ABP to enquire if through the community engagement programme they may consider supporting improvements to the Rights Of Way in the area, through better signage, installation of accessible gates etc. They responded informing that their grants programme is committed for this year, yet encouraged applications for the next year.

Cllr R Crumb also informed that the Flood Group had recently hosted a stall at one of the markets to inform of pending works, potential issues and possible solutions.

### **TC2023/62 Recommendations from the Finance and Personnel**

Cllr M Crumb informed that following recent discussions with the Locum Town Clerk, an issue has been identified with regards to the imputing of information to the accounts package known as Rialtas. Neither of the existing staff understand the system, which means that the bank reconciliation has not been undertaken since May. A qualified clerk with experience of the Rialtas system of accounting has been identified and Cllr Crumb propose that Ms Zoe Godden who has experience in this system be contracted to assist with this until our Town Clerk returns to work. This proposal was unanimously **AGREED**.

### **TC2023/63 To receive financial reports to include:**

- i. Accounts for payment and income  
A full list of 28 payments made since the last meeting amounting to £8,734.98 had been previously circulated to Members. There were no questions arising.
- ii. To receive and note balances of the Council's bank accounts as of 31<sup>st</sup> August 2023  
The locum Town Clerk informed that it had not been possible to reconcile the accounts in this quarter, due to the inputting of the Rialtas system not having been updated. Having identified in the previous item a solution to this concern, the

balances of each account were relayed to the meeting with an understanding that a thorough bank reconciliation will be presented for the following month.

#### **TC2023/64 Joint Working Party update**

The Chair informed that at a recent meeting of the Joint Working Party, it had been decided to set up specific groups which would include councillors from both councils. Cllr Dromgoole and Cllr Redfearn are to jointly lead the Governance and Merger group. Cllr Peter Porter is to lead the Roads and Transport group and Cllr Val Saunders is to lead the Entertainment and Activities group. It is anticipated that the Joint Working Party will continue. Discussion followed on the merit of organising a joint working group on planning matters. In conclusion, it was agreed to wait until more progress has been made on the anticipated merger before formulating this group.

#### **TC2023/65 Car Charge Point**

The Deputy Clerk had been asked to enquire through Somerset Council if there are any grants available to support the introduction of additional car charging points. She confirmed that the question had been asked which unfortunately drew a blank, with no financial support available. The Town Clerk is to confirm that the funds have been set aside for this project prior to the order for works being placed.

#### **TC2023/66 Inland Waterways report on volunteering**

Correspondence has been received from the Chairman of the West Country branch of the Inland Waterways Trust (IWT). He had suggested that rebuilding the main path across Cocklemoor could be an ideal opportunity for a Waterway Recovery Group Canal Camp, over a couple of weeks. Having planted the seed of thought, Councillors **RESOLVED** to find out more about what is involved and asked the clerk to further engage with the IWT.

#### **TC2023/67 General Artisan Market**

The Locum Town Clerk reported that there is a concern relating to the level of income received from the General/Artisan Market which is held each week. There appears to be an absence of financial recording, payments received and monitoring. It was suggested by the Chair and **AGREED** that now would be an opportune time to make improvements to the information that is relayed each week and how the markets are monitored. The Locum Town Clerk is to introduce an improved monitoring programme.

#### **TC2023/68 Community Payback**

This item is for information. The Community Payback team are now back working in Langport and have already commenced with litter picking on Cocklemoor. Councillors were asked for additional items that the Community Payback Scheme could involve with.



### **TC2023/69 Line painting at Westover**

Whilst the Westover Trading Estate is within the parishes of Huish Episcopi and Curry Rivel, the impact of any changes will be on Langport visitors, and residents. The proposal is to introduce a single yellow restricted parking zone on one side of the estate entrance. The reason is that inappropriate vehicle parking has made access for commercial vehicles difficult and dangerous. Councillors were supportive of the recommendations that had been suggested by Huish Episcopi Parish Council for restricted parking between 8am and 6pm Monday – Friday.

### **TC2023/70 Chairman's Report –**

The Chair reported that a rumour has been circulating regarding the future of the Bow Street Pharmacy. He has spoken to the staff there who are unaware that there are any pending changes to the facility in Langport.

A letter has been received from the Trustees of Landmark Langport who have expressed a concern about their financial future and in particular how they may be able to keep going. It was suggested that this is an item for the next Town Council meeting and that meanwhile, a meeting is organised with Landmark Langport and interested councillors.

Fireworks have already purchased for a display on Cocklemoor in December. There are currently no volunteers or organisations who would contemplate organising an event. It remains unclear if a Christmas Tree is to be provided in the town this year.

### **TC2023/71 Items for information – to include:**

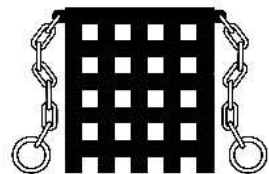
- i. Dates for setting up and dismantling Winter Lights Festival agreed to be 20<sup>th</sup> November until 8<sup>th</sup> January
- ii. Remembrance Day Service – 12<sup>th</sup> November 2023
- iii. LABG date of next meeting. 26<sup>th</sup> September 2023
- iv. Levels and Moors LCN next meeting 20<sup>th</sup> September 2023 at Westonzoyland Community Centre
- v. Call from Somerset Council for additional volunteer car drivers.

Meeting closed 9.05 pm

Signed: .....

Date: .....





**LANGPORT TOWN COUNCIL**  
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Telephone: 01458 259700  
Email: townclerk@langport.life

## LANGPORT TOWN COUNCIL – Council Minutes

### **Minutes of the Meeting of Langport Town Council held on Tuesday 20<sup>th</sup> February 2024 at 7.00pm in the Ground floor meeting room, Langport Town Hall**

#### **Present: Councillors**

S Dromgoole  
M Crumb  
I MacNab  
A Wilson

A Donald  
R Crumb  
B Patterson  
S Glas

**Public participation:** The future of the First Bus Route 54 was raised by a member of the public who is reliant on the service. Councillors enquired of Somerset Council the level of subsidy required to ensure the future of the service. In response, Cllr Wilkins informed that this information is being collated and will be shared once known. Negotiations with First continue. Suggestions for an improved service included rerouting the 54 bus to take in more parishes and connect with the shops at either end and on route.

Cllr Wilkins informed that the budget for 2024/25 had been agreed and set at a meeting that day. Whilst a £5m payment has been received to support adult social care, this is considered a very small contribution for a very expensive service. The reserves of Somerset Council have been reduced significantly to enable a balanced budget to be reached.

#### **In Attendance:**

Gerard Tucker – Locum Town Clerk, Morag Kelly - Deputy Clerk. Somerset Councillors – Cllr Richard Wilkins. Four members of the public were present.

**TC2023/121 To receive Apologies for Absence and to approve the reasons given (LGA 1972 s85 (1))** Apologies were received from Cllr Peterkin who was out of the country.

#### **TC2023/122 Declarations of interests**

Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declaration).

## **TC2023/123 To approve and sign as a correct record the minutes of the Town Council Meeting held on Tuesday 16<sup>th</sup> January 2024 (LGA 1972 sch 12, para 41 (1))**

The minutes of the meeting held on 16<sup>th</sup> January were considered correct and were unanimously **AGREED** by the council and signed by the Chair.

## **TC2023/124 To receive and co-opt any applicants as a Langport Town Councillor:**

There remains a vacancy on the Town Council. There were no nominees proposed to fill the vacancy.

## **TC2023/125 Town Clerk's Oral Report -**

including use of delegated powers and update on progress since the last meeting.

1. The locum clerk was pleased to inform that the EV Chargers will be installed on 21<sup>st</sup> February. This will result in two chargers being available and an income will be generated, which will be administered by the Town Council.
2. The Nat West Bank mobile bank has struggled recently with accessing the reserved parking bays in the short stay car park. The bank vehicle will now be parking near the precinct shops for the short time it is in attendance each Thursday.
3. Volunteers of the Cocklemoor Trust have undertaken a programme of improving the paths by adding more stone. Those involved were thanked for their input and the improvements that have been made for the benefit of all.
4. The locum clerk provided a short update on the progress of the Town Clerk – Deborah Speed. Councillors wished her a continued recovery.

## **TC2023/126 Planning**

(a) Application No: **23/02635/ADV**

Location: 81, Bow Street, Langport. TA10 9PR

Applicant: Mr Dino Goncalves

Proposal: Display of 1no non-illuminated fascia sign (retrospective application)

Application type: Advert application.

The size and scale of this sign (4.7m x 1.7m) in a conservation area was considered too large. The principal of a sign was accepted, yet not one so intrusive. Council voted by majority to suggest to the Planning Authority that this application is refused. 6-2-0

(b) Application No: **23/02999/FUL**

Location: Land south of Park Lane, Huish Episcopi, Langport. TA10 0NF

Applicant: Dr T Schroeder

Proposal: Construction of dwelling, pool and garaging of outstanding design and formation of access track and associated works.

Application type: Full application.

*This application is within the parish of Huish Episcopi and is presented for both information and the opportunity to comment if considered appropriate.*

The applicants agent gave a short presentation on the detail of this application. Confirmation that the applicant is supportive of providing a solution to creating an Active Travel route was warmly received. It is proposed to use sustainable build methods, install solar panels, use recycled materials where possible and incorporate straw as an insulation. Councillors supported the application 8-0-0

(c) Application No: **24/00343/TCA**

Location: Moorfield Cottage, The Hill, Langport. TA10 9PU

Applicant: Stephen Dury

Proposal: Notification of intent to carry out tree surgery works to roots of No 1 tree within a conservation area

Application type: Trees in Conservation Area.

*Note. This application is a notification only and the decision is delegated to Somerset Council Officers.*

## **TC2023/127 To receive written or oral reports from meetings and training attended by councillors on behalf of the Council.**

To receive reports from:

**Landmark Langport.** i. To report changes or progress since the last meeting

- A Take Art event held recently was a sell out and helped to inspire the organisers.
- Whilst the organisation is in 'repair mode', the meeting was informed that the roof of the Town Hall needs a lot of work to it, as some of the tiles are now so old, they are disintegrating and no longer effective.
- A recent collapse of a stone façade above the entrance to the Town Garden has been inspected. In summary, it is considered that whilst the collapse raised a concern, the remaining stones are considered secure.
- It is acknowledged that the windows need to be repaired and repainted.
- The website needs updating and it is anticipated now that the new administrator is in position that this will be completed relatively soon.
- A visioning meeting has been arranged for 23<sup>rd</sup> March, when many of the concerns identified will progress and be resolved.

ii. To formally receive and debate a request for financial support

As previously reported, there is a funding shortfall in this financial year to the value of approximately £15,000. It is understood that Huish Episcopi Parish Council will debate a request to support Landmark Langport to the value of £10,000 at their meeting in March. Langport Town Council received a proposal from Cllr Dromgoole that a contribution of £5,000 is made to Landmark Langport. This was seconded by Cllr Glas and unanimously **AGREED** 8-0-0

Joint Working Group updates:

- Transport Group – Cllr Dromgoole reported that it is intended to conduct a survey of car park users on a date in March. This will determine the average length of stay and help to identify the way the free car park is currently used. In turn, the information gathered will be considered when deciding future plans for the car park.
- Entertainment & Leisure – Val Saunders. This group is rotating its meetings, using various venues in and around Langport. The recent meeting was held at Hurds Hill. It is intended to complete an audit of all the venues in Langport and Huish and publicise the findings, which will include access, parking, facilities etc.  
It appears that communication could be improved and the group is looking for the support of Langport Life to help with this, which could take the form of more noticeboards. A discussion recently took place on the provision of a skate park on the Memorial Field. This is work in progress and will be further reported on in due course.
- Joint Council – Cllr Dromgoole reported that discussion on drawing down S106 developers contributions continues. Importantly, progress with this is now considered a priority before the date when the developer could seek a return of their funds. A draft Terms of Reference for this group has been prepared and is being considered by all parties. Other works being considered with funding from the S106 monies includes a lift at the town hall and a contribution towards the primary school library.

**TC2023/128 To receive a summary of the Tourism and Marketing ‘Langport Visioning’ workshop held on 14<sup>th</sup> February**

17 people including seven councillors attended a vibrant workshop where a five year vision commenced for Langport. The four areas that were focussed on were – The River, Civic Buildings, Car Parking and Active Travel. The locum clerk led the session and will be providing a summary of the ideas generated under each heading. The Active Travel information will be shared with the Levels and Moors Local Community Network (LCN) at a future meeting. The locum clerk was thanked for his input to this workshop which was considered a great success.

**TC2023/129 To receive financial reports to include**

Unfortunately, the absence of the Town Clerk prevented the presentation of financial reports. This item was held over until the March meeting.

**TC2023/130 Finance – Bank account reconciliations**

Unfortunately, the absence of the Town Clerk prevented the presentation of financial reports. This item was held over until the March meeting.

**TC2023/131 Chairman’s Report**

The Chair reported that he had attended the unveiling of an information board at All Saints Church informing of the life of Walter Bagehot.

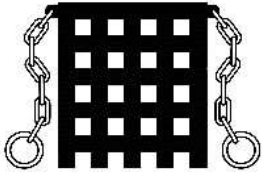
**Items of interest**

The locum clerk informed that it is proposed to undertake works on The Hill in the week commencing 8<sup>th</sup> March which will require the road is closed for ten working days.

Meeting closed 8.35 pm

Signed .....

Date: .....



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## LANGPORT TOWN COUNCIL – Council Minutes

### **Minutes of the Meeting of Langport Town Council held on Tuesday 20<sup>th</sup> June 2023 at 7.00pm in the Ground floor meeting room, Langport Town Hall**

#### **Present: Councillors**

M Crumb  
R Crumb  
I MacNab

A Donald  
S Glas  
S Peterkin

#### **In Attendance:**

Gerard Tucker, Locum Town Clerk. Morag Kelly Deputy Clerk, 8 members of the public were present.

Jane Redfearn enquired when the defibrillator in the telephone box at the entrance to the car park is to be installed. In response, the Deputy Clerk informed that obtaining a reliable power supply was the issue as finding a provider is proving difficult.

#### **TC2023/23 To receive Apologies for Absence and to approve the reasons given ([LGA 1972 s85 \(1\)](#))**

Apologies for Absence was received from: Cllr Tate, attending a work related event  
Cllr Dromgoole, Glastonbury Festival

**RESOLVED** to accept apologies and reasons given

#### **TC2023/24 Declarations of interests**

Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)

Cllr McNab made a made a declaration of interest in Agenda Item 9

### **TC2023/25 Co-option of new councillors**

To consider applications for co-option

There were no applications for consideration, although Mr Bill Patterson expressed an interest in becoming a councillor and was observing this meeting with a view to submitting an application.

### **TC2023/26 To approve and sign as a correct record the minutes of the Town Council Meeting held on Tuesday 16<sup>th</sup> May 2023 (LGA 1972 sch 12, para 41 (1))**

**RESOLVED** that the minutes of the Town Council Meeting held on Tuesday 16<sup>th</sup> May 2023 be signed as a correct record.

### **TC2023/27 Town Clerk's Oral Report .**

The Locum Town Clerk informed that the works to remove the telegraph pole in the pavement at the Bow Bridge end of Bow Street has now been completed, making the passage for people with disabilities and push chairs much easier.

The concrete slabs in the River Parrett under Bow Bridge have now been removed, making it less dangerous in the area for those using the river.

A recent meeting with the Highways Authority discussed the pending resurfacing works between Kelways Roundabout and Bow Street . These works are to take place over a four week period in the evenings only. It is probable that The Hill will be closed to prevent the road being used as a short cut to avoid the works.

At the recent Local Communities Network (LCN) inaugural meeting, Cllr Richard Wilkins was elected chair with Anthony Betty being appointed deputy chair.

Councillors recently met representatives of Langport Commoners to discuss the concerns of dangerous bridges from private dwellings on to the Common Moor.

### **TC2023/28 To receive written or oral reports from meetings and training attended by councillors on behalf of the Council.**

Cllr Glas attended a meeting in Curry Rivel where active travel initiatives were discussed

### **TC2023/29 To consider planning consultations received**

- a. Proposal: Change of use of former church to residential use as an extension to an existing dwelling  
Location: United Reformed Church, Bow Street, Langport  
Applicant: Mr Lauren Keates  
Application Type: Full Application  
Application Number: 23/01134/FUL

The applicants agent made a short presentation which informed that the church has closed and that the intention is to convert the building to an extension of the existing dwelling. There is no parking provision in the application, which conforms with the previous use, where worshipers to the church would park in car parks around the town.

Cllr McNab proposed, seconded by Cllr Glas and unanimously **RESOLVED** that the application is supported by the Town Council. 6-0-0

- b. Proposal: Outline application with all matters reserved save for access, for the erection of up to 22 dwellings with associated accesses, infrastructure, open space and landscaping.

Location: Land North off Old Gate House, Portway, Langport

Applicant: Mr Roger Burton

Application Type: Outline Application

Application Number 23/01406/OUT

This application was discussed in full, concluding that the location is in the parish of Curry Rivel, yet will impact on the services and facilities provided in Langport. The application makes constant reference to it's location and the services available. Councillors considered the distribution of potential Community Infrastructure Levy (CIL) was inappropriate with the 98% of the possible £66,000 income being allocated to Curry Rivel. It was suggested that contributions should be used in support of delivering active travel schemes, which will benefit parishioners in both Langport and Curry Rivel. Further, the junction from Wick Lane to the A368 was discussed, in particular the speed restrictions which change from 40MPH to 30MPH at this location. Councillors **RESOLVED** that the principal of this application is acceptable, yet asked the clerk to respond to the Planning Authority informing of the traffic speed concern and the distribution of CIL monies generated from this application. 5-0-0 (Cllr McNab previously declared an interest and did not partake in the debate or decision taken)

- c. Proposal: Single storey extension for a garden room

Location: Green Oaks, The Hill, Langport

Applicant J Seaton and B Winetrobe

Application Type: Household

Application Number: 23/01461/HOU

Councillors unanimously supported this application as it is not considered to be intrusive or overlooked by any neighbours. 6-0-0

## **TC2023/30 Recommendations from the Tourism and Marketing Committee**

a.

A request has been received from Gordon McKerrow for a review of the remuneration paid for the services that he provides to the Town Council. The T&M Committee recommend approval of this request to raise his remuneration from £200 to £220 per month.

**RESOLVED** that from 1<sup>st</sup> July 2023, Gordon McKerrow is to receive £220 per month remuneration  
6-0-0

b.

The trial period of membership of the Rural Market Towns Group has now expired. The annual membership cost is £92.75. Research has identified that there are 16 towns in Somerset who are members and the T&M Committee recommend continued membership.

**RESOLVED** that membership of the Rural Market Towns Group is continued at a cost of £92.75  
6-0-0

c.

The regular weekly market is proving successful with additional stall holders regularly wanting to attend. A request for an additional four gazebos was made to the T&M Committee. The Town Council considered that the cost of purchasing additional gazebos was too high and this potential expenditure should be considered when the budget for next year is considered.

6-0-0

## **TC2023/31 Active Travel update**

Cllr Glas informed that he had attended a meeting on Active Travel in Curry Rivel during May. He was of the impression that there is support from within Somerset Council for active travel projects. The Strawberry Line between Yatton and Shepton Mallet was cited as an example of a project that is being delivered. There is to be an open meeting in Langport car park on Saturday 8<sup>th</sup> July to further identify what residents would like to see delivered and supported.

## **TC2023/32 Receipt of information regarding Ridgway Hall as an Asset of Community Value**

Correspondence has been received from Somerset Council informing that an application by a resident for the Community Right to Bid associated to Ridgway Hall has been accepted. This is to remain in place for a period of five years.

**RESOLVED** to note receipt of the correspondence



### **TC2023/33 Community Plan**

A summary of the results of the recently undertaken community survey are being prepared with the assistance of the Community Council for Somerset. It is anticipated that this will be ready for wider circulation before the end of June

**RESOLVED** to note the progress of the Community Plan

### **TC2023/34 Motion**

Proposed Cllr Glas, Seconded Cllr Donald: That Langport Town Council will request Somerset Council to undertake a Governance Review into the merging of two councils – Langport Town Council and Huish Episcopi Parish Council. This motion was unanimously supported. 6-0-0

**RESOLVED** to support the motion that a request is made to Somerset Council to commence proceedings to further consider the amalgamation of the two councils.

### **TC2023/35 Internal Audit Report**

The Locum Town Clerk presented the internal auditors report prepared by Westcotts Accounts. The audit informs 'As internal auditors, we are satisfied that the inherent risk of financial misstatement is low'

**RESOLVED** to note the internal auditors comments.

### **TC2023/36 To approve the Annual Governance Statement (AGAR)**

The Locum Town Clerk presented to the council the annual governance statement. In particular, attention was drawn to the Internal Auditors signed declaration that they are satisfied that the correct procedures have been followed and financial risk misstatement is low.

The accounting statement (Section 2) having previously been circulated raised no additional comments or questions

The Annual Governance Statement (Section 1) was recited to the council and without dissent, it was agreed that each box could be ticked as agreed.

The Deputy Chair then proceeded to sign and complete the Annual Governance Return documents.

**RESOLVED** To accept the AGAR as presented to the council`

### **TC2023/37 LCN – Levels and Moors update**

The inaugural formal meeting of the Levels and Moors LCN was held on Monday 19<sup>th</sup> June. It was reported that Cllr Wilkins is to chair this LCN and that Anthony Betty was elected as the deputy chair.

### **TC2023/38 Car Charging point quotations**

Two quotes have been obtained for the installation of car charging points in the car park. Radius Charge and Pod Point have both responded to the specification to install 7kW units, to include guard rails and 'back office' monitoring to determine level of use etc. Both organisations offer guarantees, Radius for five years and Pod Point for three. The quotes received were not dissimilar Radius Charge £8,368.28 Inc VAT and Pod Point £9,051.24 Inc VAT.

Councillors unanimously **RESOLVED** that the Deputy Clerk be asked to contact both companies and to set up an electronic meeting where councillors could ask questions before making a decision.

### **TC2023/39 We R Chain, website support**

We R Chain provide the Town Council with technical website hosting support. In the past year, they have been very professional in responding quickly to resolve any issues or concerns reported. We R Chain have requested that the Town Council purchases a bank of five hours of their support at a total cost of £300.00 + VAT.

Councillors unanimously **RESOLVED** to endorse this proposition and purchase a bank of five hours support from We R Chain. 6-0-0.

### **TC2023/40 Bank Account Balances**

The account balances for the three accounts held by the Town Council were presented to the meeting and it was **RESOLVED** to acknowledge the balances presented.

### **TS2023/41 Finance - Accounts for Payment and Income**

to note items of expenditure and income for May. Councillors had previously received details of all the transactions that have either been paid or presented for payment.

**RESOLVED** - To note

### **TC2023/42 Correspondence**

Gigaclear have informed the council of various licences that they have applied for to enable them to install improved IT infrastructure.

Langport and Huish Senior Citizens Group have written to than the town council for their contribution

### **TC2023/43 Chairman's Report -**

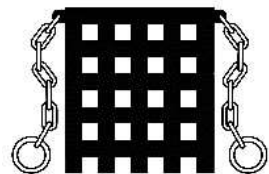
The Deputy Chair informed that the Town Council has met with representatives from Langport Commoners and discussed the dangerous state of some of the bridges on Common Moor. The planting of trees is a consideration and approximately 120 have been donated by ABP Ltd. The suggestion of growing cricket bat willows has been shared and will be further explored.

Active Travel seems to be progressing well, although the financial pot that was available seems to be getting smaller.

Meeting closed 8.45 pm

Signed: .....

Date: .....



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## LANGPORT TOWN COUNCIL – Council Minutes

### **Minutes of the Meeting of Langport Town Council held on Tuesday 21<sup>st</sup> November 2023 at 7.00pm in the Ground floor meeting room, Langport Town Hall**

#### **Present: Councillors**

S Dromgoole  
M Crumb  
I MacNab  
A Wilson

A Donald  
R Crumb  
B Patterson  
S Glas

**Public participation:** Cllr Wilkins informed that resolving the financial situation in Somerset Council and reviewing budgets was a priority. He also informed that the cost of repairing the library clock is expected to be £2,500 for which there is no available funds.

Alice Mounter and Emilie Spurgeon gave an overview of a Community Garden project that they would like to undertake in the Town Garden. This was of interest to the Council, although consent will have to be obtained from Landmark Langport.

#### **In Attendance:**

Gerard Tucker – Locum Town Clerk, Morag Kelly - Deputy Clerk. Somerset Councillors – Cllr Richard Wilkins and Cllr Mike Stanton (part). Six members of the public were present and a representative from Huish Episcopi Parish Council.

#### **TC2023/86 To present Annie Shillabeer with the Chairman's Award**

Somerset Council Chair – Cllr Mike Best presented Anni Shillabeer with an award in recognition of the exemplary work that she undertakes in support of the youths of Langport and surrounding areas. Annie responded with appreciation for recognising the importance of youth engagement.

#### **TC2023/87 To receive Apologies for Absence and to approve the reasons given ([LGA 1972 s85 \(1\)](#))**

Cllr Sarah Peterkin tendered her apologies - travelling out of the area.

**TC2023/88 To receive the resignation from the Council of Stephen Tate.** Due to work commitments and having moved away from the area, Stephen Tate has resigned from his position as a councillor. The Monitoring Officer has been informed.

### **TC2023/89 Declarations of interests**

Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declaration).

Cllr Dromgoole declared an interest in item 2023/95 Slade House as he knows the applicant. All Councillors declared a personal interest in 2023/95 Blake House, as the applicant is an employee of the council.

### **TC2023/90 To approve and sign as a correct record the minutes of the Town Council Meeting held on Tuesday 17<sup>th</sup> October 2023 (LGA 1972 sch 12, para 41 (1))**

Proposed by Cllr Glas, seconded by Cllr R Crumb, the minutes were unanimously accepted as a true and accurate record of the previous meeting.

### **TC2023/91 Town Clerk's Oral Report -**

The Locum Clerk thanked all who involved in installing the Christmas lights throughout the town the previous weekend.

**TC2023/92 To present a summary of the recent meeting held with Landmark Langport over the uncertainty of their future.** The Chair with the support of Cllr Patterson provided a summary of the recently held task and finish meeting with Trustees, Huish Episcopi and Langport Councils. There were many actions from the meeting, mostly for Landmark Langport to undertake. Councillors will report to the next meetings of their own council. A small group known as the 'Friends of Landmark Langport' has been set up. Potential new Trustees have come forward and discussion meeting has been arranged to help them understand what is involved. The Administrator for Landmark Langport Laura Richards has tendered her resignation with effect from the end of November. Two people have expressed an interest in undertaking this role. Cllrs Patterson and Peterkin have offered to try and understand the Energy bills and seek a rebate if appropriate.

### **TC2023/93 To receive written or oral reports from meetings and training attended by councillors on behalf of the Council.**

To receive a report from the recent Local Community Network meeting – The Locum Clerk attended the recent Levels and Moors LCN meeting in Somerton. He is leading the Active Travel group and was pleased to inform that the Levels and Moors LCN is taking a county lead on Active Travel. An Active Travel meeting has been arranged for Thursday 30<sup>th</sup> November in Langport Town Hall.

Huish Episcopi and Langport - Joint Working Group updates

- Transport Group – Cllr Dromgoole reported on a recent meeting with Rebecca Vaughan from Somerset Highways. Broadly, there is no available funds for highways enhancement schemes. A usage survey of the car park is to be conducted. It is anticipated that HGV routes will be amended with improved, appropriate and correct signage. A meeting has been organised with the MP Sarah Dyke to discuss the potential of opening a railway station in the vicinity of Langport. Bus services and the danger of school buses parking on the roadside are also being discussed. Additional Speed Indicator Devices would be welcomed, although Vehicle Activated Signs seem to be easier to obtain the appropriate installation approvals
- Entertainment & Leisure – Val Saunders provided a summary of this group and informed that the Terms of Reference are being prepared and will be ready for

circulation in January. Whilst not an event organising group, they will be overseeing the firework display on 2<sup>nd</sup> December on Cocklemoor, which will include songs and carols around the Christmas Tree accompanied by the Huish Academy orchestra. Volunteers are required to support this event. The bank account has been resolved and it appears that approximately £4,000 remains in it.

- Governance – This group has yet to meet, although it is intended to further explore the Section 106 Developers contributions that might be available in support of previously identified projects.

To receive a summary of the discussions held with Somerset Council and Huish Episcopi Parish Council on the redistribution of developer's contributions.

### **TC2023/94 Markets update**

A summary of the Langport Markets was provided by the Chair. The Langport Local and Langport Vintage monthly markets are progressing well. The Friday and Saturday markets are going through a transition change, with an average of seven regular attendees on a Friday. One problem – to be resolved is the setting up and dismantling of the market gazebos.

### **TC2023/95 Planning Applications received**

**a. Application Number:** 23/02847/TCA

**Proposal:** Notification of intent to fell No.4 trees included within Conservation Area.

**Location:** The Whyte House Whatley Lane Langport Somerset TA10 9QZ

**Applicant:** Mr Edwards

**Application Type :** Tree(s) in Conservation Area

Whilst this is an application for notification only, the clerk was asked to contact the Tree Officer and enquire why the trees are planned to be removed and will they be replaced?

**b. Application Numbers:** 23/02753/LBC & 23/02721/FUL

**Proposal:** Listed Building Consent for internal alterations for Change of Use from A2 Offices to a residential dwelling house (Use Class C3) (part implemented)

**Location:** Slade House North Street Langport Somerset TA10 9PW

**Applicant:** Mrs Miranda Glover

**Application Type:** Listed Building Consent & Full application

Councillors raised no objections to the proposed change of use to residential and supported the application. (7-0-1)

**c. Application Numbers:** 23/02582/LBC & 23/02581/HOU

**Proposal:** Removal of a non-original second floor addition, replacement and improvement of first floor 'sun room' wall and roof structures

**Location:** Blake House Bow Street Langport Somerset TA10 9PQ

**Applicant:** Mr Matthew Moreton

**Application Type:** Listed Building Consent & Household Application

Councillors raised no objections to this application. As all councillors had declared an interest, no vote was taken.

### **TC2023/96 To receive financial reports to include**

- i. Year to date budget – The year to date budget had been previously circulated. There were no questions arising.
- ii. Accounts for payment and income. The Deputy Clerk displayed a list of payments made since the last meeting together with income received. There were no questions arising.

- iii. To receive and note balances of the Council's bank accounts as of 31/10/2023. The Deputy Clerk displayed the balances of all the councils bank accounts. There were no questions arising.

### **TC2023/97 Finance – Bank account reconciliations**

The bank account reconciliations to 31st October 2023 were presented. The Chair of Finance and Personnel has previously cross referenced the accounts and signed the reconciliation document as being a true and correct.

### **TC2023/98 To present a draft budget for 2024/2025**

Cllr M Crumb Chair of the Finance and Personnel Committee presented a draft budget. Various observations and comments were forthcoming which will be considered at the next meeting of the Finance and Personnel Committee.

### **TC2023/99 Chairman's Report**

The Chair informed that 'Muddy Stilettos' have identified as Langport as being the second-best town in Somerset to live. He thanked all who involved with installing the Christmas Lights.

### **Items for information – to include**

There were no additional items raises. Cllr Best was thanked for staying for the duration of the meeting

Meeting closed 9.05 pm

Signed: .....

Date: .....