MINUTES OF THE ANNUAL PARISH COUNCIL MEETING
HELD ON TUESDAY 12TH MAY 2026

PRESENT Councillors R Cave (Chairman), S Webb, A Kerry, M Vaughan, E Crowther, P Coombes, T Williams

Attendance 3 Parishioners

Chairman opened the meeting and welcomed the Parishioners. He informed the meeting that he had received, prior to the meeting, notice of resignation from the Parish Council from A McAree.

1 APOLOGIES FOR ABSENCE

D Savage, S Hood, Unitary Councillor Nicola Clark and Hayward Burt

2 ELECTION OF CHAIRMAN

It was proposed by S Webb and seconded by A Kerry that R Cave be elected Chairman. Carried unanimously. Acceptance of office form signed and completed by Chairman.

3 ELECTION OF VICE CHAIR

It was proposed by E Crowther and seconded by R Cave that S Webb be elected as vice chair. Carried unanimously.

4 COUNCILLORS ROLES AND RESPONSIBILITIES FOR 2026/27

Council Chairperson	R Cave
Council Vice Chairperson	S Webb
Recreation Refurbishment Research & cost implementation and make Recommendations to full Council	D Savage, S Hood, A Kerry E Crowther
LCN Liaison To attend all meetings and participate in debate And decisions and report back to full Council	R Cave, D Savage, Clerk
LCN Highways working group Rep To attend all meetings and participate in debate And decisions and report back to full Council	R. Cave, A Kerry
Templecombe Together Keep full Council updated on any issues	S Hood
Open Spaces & environment & trees Monitor and report any complaints/issues, Make recommendations for repair/improvements to full Council	M Vaughan, P Coombes
Recreation Ground – Play Area Receive all weekly, quarterly and annual inspection Reports. Report and make recommendations for any repairs/improvements required to full Council	D Savage, P Coombes
Footpaths monitors Monitor and report any complaints/issues, Make recommendations for repair/improvements to full Council	M Vaughan, T Williams

Planning overview Review all planning applications and make Recommendations to full Council. Monitor successful applications through to Completion and report to full Council	S Webb, T Williams
Communications/website/Social Manage the Parish Council Website. Liaise with Clerk over content. Make recommendations For improvements to full Council.	E Crowther, A Kerry, Clerk
Highways Manage running of SID. Liaise with Somerset Council over highway problems and complaints.	A Kerry, Clerk
Village Hall Attend regular committee meetings and report any Issues and recommendations to full Council	R Cave
Recreation and Sports Club Attend regular committee meetings and report any Issues and recommendations to full Council	S Hood, E Crowther
Financial Oversight Certify all payments due. Monitor cash flow And report to full Council	S Webb, R Cave, Clerk
Bus back Better Update to Full Council on all matters	S Webb
Policy Review Group To review and update all Council Policies	E Crowther, D Savage, Clerk
Grievance & Disciplinary Panel	S Webb, A Kerry
Appeals Panel	R Cave, D Savage

Proposed by S Webb and seconded by A Kerry. .

Chairman asked that each working group should provide a written report of the work/progress in their group and that one of the members of each group should be responsible for providing this update including any proposals identified for approval/rejection/discussion at the Monthly Parish Council Meeting and let the Clerk have a copy.

5 MINUTES OF THE MEETING HELD ON THE 13TH MAY 2025 (APPROVED ON THE 10th June 2025) Noted.

6 ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2026/APPOINTMENT OF INTERNAL AUDITOR FOR 2026/27

The Accounts for the year ended 31st March 2026 were presented to the Councillors. It was proposed by S Webb and seconded by A Kerry that the accounts be approved, subject to internal audit, Carried unanimously.

Councillors agreed that R Hall should be appointed internal Auditor for 2027/26, subject to her agreement. Proposed by S Webb and seconded by A Kerry.

8 ANY OTHER BUSINESS

None.