

ASH PARISH COUNCIL

Dear Councillors, you are summoned to the Ash Parish Council Meeting on Monday 05th January 2026 in Ash Pavilion.

Clerk to the Council.



29th December 2025

The Parish Council Meeting will be held on Monday 05th January 2026 commencing at 7pm to discuss and take decisions on Parish business as outlined on the Agenda.

Public Forum: Members of the public and press are welcome to join the meeting and are able to speak on any matter for up to 10 minutes during the Public Forum which will take place at the start of the meeting. If the matter is likely to take longer than 10 minutes, notice should be provided to the Clerk by 12 noon on the Monday preceding the meeting.

1. **Public Forum**
2. **Somerset Council, Councillor's Report: January 2025**
3. **Apologies for absence**
4. **Declarations of Interest**
5. **To approve and sign Minutes of the Parish Council Meeting held on 03rd November 2025**
6. **To approve and sign Minutes of the Parish Council Meeting held on 01st December 2025**
7. **Matters arising (other than those on the agenda)**
 - a. Role Allocation & Responsibilities
 - b. Newly consecrated Cemetery – update re fees/rules/regulations.
 - c. SID - locations
8. **Finance:**
 - a. **To approve and sign the Bank statements** – December 2025 to date
 - b. **To approve and minute payment requests.**
 - c. **To approve and sign bank reconciliations** December 2025 to date
- 9 **Budget: to approve the Budget for 2026/27 and authorise precept request. Note:** Somerset Council have advised that precept payments for precepts over £10,000 will be made in April & September for the next financial year.

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Payments for Authorisation:

05/01/26	Lengthsman Nov 2025	£235.00
05/01/26	CiLCA – course textbook	£50.00
05/01/26	CiLCA Dec hrs/mileage/pkg	£212.10
05/01/25	HMRC - CiLCA	£53.02

Signed:.....Date:

The Council is recommended to resolve that under section 1, paragraph 2 of The Public Bodies (admission to meetings) Act 1960, the press and public be excluded from the meeting for the following items of business because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Parish Matters - Millennium Wood: Signage and usage review

Parish Matters - Grounds Maintenance / lengthsman contract – review.

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Minutes of the meeting held on 03rd November 2025 @ 7pm in Ash Pavillion, Ash.

Present:

Cllrs S Davey, Chair, Caz Halfhide, Z England, A Britten, T Groves. Cllr J Bailey. Absent Cllr Trebley.

One member of the public was present for the first part of the meeting.

25/181 Public Forum. Noted that dog control within Millennium Wood remained a problem.

Noted that the meeting papers may not have been circulated through Ash Alerts and the meeting dates may not be readily visible on the website.

Noted that the Poppy display was very well presented by the Ash in Bloom team.

25/182 Somerset Council, Councillor's Report: November 2025. Cllr J Bailey gave a verbal update:

The Millennium Wood area has been designated by Somerset Council as the first community nature reserve.

Long Load PC have enquired about a SID – Cllr Bailey will speak to Cllr A Groves.

First stage of drain maintenance has been completed, and a survey is due to be carried out.

25/183 Apologies for absence. Cllr A Groves & E Pearlstone.

25/184 Declarations of Interest – none noted.

25/185 To approve and sign amended Minutes of the Parish Council Meeting held on 01st September 2025. Approved and signed.

25/186 To approve and sign minutes of the Parish Council Meeting held on 06th October 2025. Approved and signed.

25/187 Matters arising (other than those on the agenda)

- a. **Role Allocation & Responsibilities** – deferred to future meeting.
- b. **Update re tree planting/orchard within play area at Recreation Ground/confirm costs. The Plan attached to these minutes was approved. Purchase and planting ongoing.**
- c. **Grounds Maintenance/lengthsman contracts.** Cllr Davey tabled a draft tender specification. It was agreed to request testimonials from potential contractors and also ask for a quote to include mulching and one without mulching. Cllr Davey will contact contractors for tender quotes.

25/188 Finance:

- (a) **To approve and sign the Bank statements** – October 2025 to date. Approved & signed.

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- (b) **To approve and minute payment requests.** Approved and signed, noted that the SALC invoice will be paid through Ash PC and Donyatt PC & Horton PC will contribute 1/3 each.
- (c) **To approve and sign bank reconciliations** October 2025 to date – approved and signed.

25/189 Millennium Wood – signage update re dog control/short leads. After discussion it was agreed to purchase a sign to be placed on the entrance gate advising that dogs must be kept on leads and owners must clean up after their dogs. A sign promoting the Nature Reserve status will be discussed with the Wood manager.

25/190 Neighbourhood Planning – report from Cllr T Groves re webinar. Cllr T Groves & Clerk attended a webinar regarding Neighbourhood Planning and possible relevance/value to Ash Parish. Somerset Council no longer provide any funding for Neighbourhood Planning, it is very time consuming & expensive and even if a Plan was approved and adopted, SC can overrule and allow development to meet Government housing targets. It was agreed that this is not a suitable use of resources for Ash Parish at this time.

25/191 To consider purchasing replacement SID device/s using allocated funds (Speedwatch).

After an in depth discussion, it was agreed to purchase two SID devices, solar model, total cost ex VAT £4679.98. These units will be placed on Main Street at both entry points to the Village pending agreement from residents who may be directly affected by the installation of a SID. The purchase will be funded with 4K from the Speedwatch reserve and the balance £679.98 (+£936.00 VAT) would come from the contingency budget. Proposed by Cllr England, seconded by Cllr Halfhide.

Approved unanimously. Cllr T Groves requested that a budget line be added for SID maintenance and future replacement units (every 3 years) Clerk will add to budget.

a) **Update re current SID units.** One existing unit is operational and will be used until no longer functioning.

25/192 To agree 2026/7 Budget meeting date/venue. Meeting to be held on the 8th December 2025 @ The Bell.

25/193 To set date for Annual Parish Council/Annual Parish Meeting. Due to a date error by the Clerk and subsequent diary commitments, it was agreed to hold the Annual Parish Meeting on the 18th May @ 6.30pm followed by the Annual Parish Council Meeting @ 7pm.

25/194 Newly consecrated Cemetery – update re proposed fees, rules & regulations. Cllr Davey tabled proposed fees, these to include interment & appropriate grave marking. The PC is responsible for the graveyard maintenance, setting the fees to accrue a maintenance fund is considered

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prudent. It was agreed to approve the charges in principle, subject to updated rules & prices. Suggested to put an interment request on the website to avoid any duplicate requests for the same day/time.

25/195 Somerset Council Community Service Award update. Cllr Davey advised that Cllr M Best will present the award before the next PC meeting on the 01st December @ 7pm immediately prior to the PC meeting @ 7.30pm.

25/196 British Gas – renew energy contract. It was agreed to renew the British Gas contract – Clerk to action.

25/197 Ash Pavilion – Update regarding proposed alterations & refurbishment. Ongoing

25/198 To consider purchasing a replacement PC laptop/determine model and capacity. Agreed to purchase a suitable laptop – Clerk to send spec to Cllrs Brittan & T Groves.

25/199 Reports to note:

- b) **Somerset Economic Development Strategy** - noted
- c) **Planning Update 2025** - noted
- d) **Planning Submission Guidelines** – noted

Meeting closed at 20.45hrs, next Parish Council meeting 01st December 2025 @ 7.30pm.

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Prior to the Parish Council meeting, Cllr M Best, as Chair of Somerset Council presented the Somerset Council Service to the Community Chair's Award to Jack Parker for his many years of dedicated service to the parish. This award is made in recognition of the work and positive contribution Jack has made within the Village of Ash over many years including helping build and maintain the sports pavilion, supporting community events, volunteering regularly across the village, and leading the organisation of recent village fetes. His commitment, reliability, and generosity of spirit have made a lasting positive impact on our community. Many residents of Ash attended the presentation; refreshments were provided by Caz Halfhide from the Bell Inn. We extend our warmest congratulations to Jack on this well-deserved honour.

Minutes of the meeting held on the 01st December 2025 at Ash Pavillion @ 7.30pm

Present: Cllr S Davey, Chair, Caz Halfhide, Marysia Trebley, Tim Groves & Antoinette Groves. Cllr J Bailey & Z Bougourd, Clerk.

1. **Public Forum. One member of the public was present** – noted that dog control by dog owners remains a problem within Millennium Wood – the sign noting that all dogs must be on a lead and requesting that owners clean up after their dog has been purchased and will be placed shortly.
2. **Somerset Council, Councillor's Report: December 2025.** Cllr Bailey tabled the report, noted that Ash PC have now purchased two Speed Indicator Devices. Cllr Bailey requested that consideration be given to rotate devices with neighbouring Parishes. Cllr Trebley noted that she had visited Hillview School recently, staff are concerned that the speed limit immediately outside the school is 60mph, Cllr Bailey noted that the school comes under the Department of Education, not local Authorities. Funds are available through the school to implement speed restrictions; however this process will need to be considered through the relevant authority. Cllr Trebley requested that Cllr Bailey contact the school to discuss their concerns. Cllr Pearlstone may be the more appropriate contact.
3. **Apologies for absence.** Cllrs A Britten & Z England sent apologies.
4. **Declarations of Interest - none**
5. **To approve and sign Minutes of the Parish Council Meeting held on 03rd November 2025.** Cllr A Groves considered that the minutes were not correct and required amendment under reference 25/187 c. Agreed to amend minutes and present at the next PC meeting. Clerk noted that the minutes are sent out in draft form for comment/correction and requested that Cllrs make comments before the next meeting and before they are posted on the website at which point amendments become retrospective.
6. **Matters arising (other than those on the agenda)**
 - a. **Role Allocation & Responsibilities** – agreed that the Clerk will send the list tabled at the last three PC meetings with a date for response after which the list will be confirmed.
 - b. **Update re tree planting/orchard within play area at Recreation Ground.** The trees, once delivered, will be planted according to seasonal conditions.

Clerk to the Council: Zannette Bougourd. Tel: 01935571050
Email: clerk@ash-somerset-pc.gov.uk

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- c. **Grounds Maintenance/Lengthsman Contracts** Cllr A Groves requested that Somerset Council be contacted and formally invited to provide a quotation for the grounds maintenance and lengthsman contracts. It was noted that the Clerk does not currently hold a suitable contact at Somerset Council for the purpose and will therefore approach Cllr Bailey to see if he is able to assist in providing the relevant contact details or facilitating an introduction.
- d. **Millennium Wood** - Dog control notice – this will be placed shortly. The wording for the sign on the reverse side of the access gate will be circulated by Cllr Davey.
- e. Newly consecrated Cemetery – update re fees/rules/regulations. Cllr Davey will circulate the relevant paperwork including wording for users of the cemetery
- f. **Notice Board door replacement.** – The replacement door has been ordered – Cllr A Groves requested that the supplier provides installation information on delivery.
- g. **SID – locations.** After discussion it was agreed to locate the two new devices at the entrance to Ash Village in appropriate locations. Cllr England will be asked to install the devices. Cllr A Groves requested that the PC insure be advised of the extra road furniture. It was also agreed not to move the devices unless they do not operate correctly due to adjacent foliage.

7. Finance:

- a. **To approve and sign the Bank statements** – November 2025 to date – approved and signed
- b. **To approve and minute payment requests.** It was agreed that the invoices for the new doors be held until the doors are correctly installed, the kitchen door is a fire door and may not have the correct handle, the double door is “sticking” and needs adjustment. It was also agreed that the invoice for fitting the doors also be held, there is more installation work required on the kitchen door. Cllr Davey will contact Cllr Britten. Once work is completed, the invoices will be settled in full. Cllr T Groves noted the increase in cost since the first quote which was over a year ago, Cllr A Groves noted that the matter should have been dealt with through the Clerk – the matter predates the current Clerk. Increase in cost considered acceptable given the time lapse.
- c. **To approve and sign bank reconciliations** November 2025 to date – approved and signed.

8. Planning: [Link to SCP: 25/02711/HOU | Erection of two storey side extension | 87 Main Street Ash Martock Somerset TA12 6PB](#)

- a. **Proposal:** Erection of two storey side extension
Location: 87 Main Street Martock Somerset. TA12 6PB
Applicant: Mr Jamie Paddock
Application type: Householder Application
Application number: 25/02711/HOU
No comment- the PC considered this to be an acceptable improvement to the property.

9 Fence bordering Recreation Ground – access requests. Noted that recent access requests have been resolved satisfactorily.

10 Cemetery Hedge – to consider work to reduce hedge height and costs. Cllrs A & T Groves noted that the hedge should have been kept at a lower height and should not require this amount of work. Cllr Davey will speak to the contractor.

11 Note grant from Ash & Martock Nature “Act to Adapt” (£200). Grant noted.

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12 Highway Sign— update re proposed location & inclusion of “Welcome to Ash” on reverse side (April 2026).
Cllr A Groves is dealing with this matter and will revert in due course.

13 Request for funding – Octogon Theatre. The proposed contribution for the precept band Ash comes under is considered disproportionate – the suggested amount is £25,000 which is 50% of the total budget for Ash Parish. No contribution will be made.

14 Reports to note:

- a. Changes to Lloyds Bank Account terms – Community Account from Jan 2026
- b. SC Notices re Election costs.
- c. Proposed new division boundaries for Somerset Council.

Payments for Authorisation:

01/12/25	Replacement doors(double & kitchen)	£4288.98
01/12/25	Doors fitting(D Munster)	£600.00
01/12/25	Fireline (service)	£90.18
01/12/25	Amazon/office supplies	£11.68

Signed:.....Date:

ROLE ALLOCATION December 2025					
BUDGET	CAZ				
FINANCE	CAZ				
HR	CAZ				
EVENTS	CAZ	MARYISA			
VILLAGE HALL LIAISON	CAZ				
CARPARKS	ZAK	ALAN			
STRUCTURAL/PAVILION	ZAK	ALAN			
CEMETERY	STEVE	ZAK			
CHURCHYARD	STEVE	ZAK			
GROUND MAINTENANCE	STEVE				
LENGTHSMAN	STEVE				
SCHOOL LIAISON	MARYISA	ZAK			
COFFEE MORNING	MARYISA				
DEFIBRILATORS	AG				
HIGHWAYS/TRAFFIC	AG				
STREET SCENE	AG				
SPEEDWATCH/SID	AG				
WEBSITE/COMMUNICATIONS	AG				
ENVIROMENTAL CHAMP	ALAN				
MILLENNIUM WOOD	ALAN				
PAVILION	CAZ	STEVE	TIM	AG	
PLAY AREA / REC	CAZ	TIM	AG		
TREES	TIM				
PLANNING	TIM				
Working Groups					
Cemetery/FEES/RULES REGS	STEVE	TIM	AG	CAZ	
Rec/Pavilion	STEVE	TIM	AG	CAZ	JACK P
Rec/Pavilion	ALAN	ZAK	MARYISA		
	Mick Wooden	Cllr A Groves	Amanda Wills	Cllr T Groves	
	Keith Beattie				

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Receipts and Payments Summary for the year ending 31st March 2026						
RECEIPTS	Income to date 2025/26					
Precept	£ 52,100.00					
Deposit account Interest	£ 1,695.05					
Cemetery Fees	£ 947.50					
Grants	£ -					
Pavilion	£ 2,982.50					
VAT repayment	£ 875.80					
Other refunds	£ -					
Other receipts	£ 400.00					
Donations	£ 250.00					
TOTAL RECEIPTS	£ 59,250.85	This Year	This Year	To year end projection	Spend	2026/27
	This Year expenditure to date 2025/26	Allocated budget	Budget remaining	31/03/2026	Variance on last year	Budget
PAYMENTS						
Clerks Salary - increased by 5%	£ 4,629.01	8,000.00	3,370.99	2,100.00	1,270.99	£ 6,500.00
Communications/website - allowed for new Parish Online site & IT Support	£ 49.99	1,800.00	1,750.01	0.00	1,750.01	£ 800.00
Admin Subscriptions	£ 434.84	350.00	-84.84	0.00	-84.84	£ 600.00
Admin General	£ 1,017.83	1,200.00	182.17	766.00	-583.83	£ 750.00
Environment - Ranger	£ 2,330.12	4,000.00	1,669.88	1,750.00	-80.12	£ 4,500.00
Environment - Play area - including path tarmac	£ 2,475.00	1,250.00	-1,225.00	1,100.00	-2,325.00	£ 1,250.00
Grounds maintenance	£ 4,124.97	6,000.00	1,875.03	1,850.00	25.03	£ 6,500.00
Environment - Grass cutting & trees		1,500.00	1,500.00	1,000.00	500.00	£ 1,500.00
Environment - Biodiversity	£ 1,060.00	1,500.00	440.00		440.00	£ 1,500.00
Cemetery - Memorials/track lease	£ 10.00		-10.00	0.00	-10.00	£ -
Parish Utilities	£ 1,242.50	2,500.00	1,257.50	1,000.00	257.50	£ 2,000.00
Pavilion maintenance (new doors)	£ 2,409.12	2,250.00	-159.12	5,059.15	-5,218.27	£ 2,500.00
Pavilion Car Park (barrier repair)	£ 1,194.00		-1,194.00		-1,194.00	£ 2,000.00
Audit	£ 540.00	500.00	-40.00	0.00	-40.00	£ 650.00
Insurance	£ 3,064.70	4,000.00	935.30	0.00	935.30	£ 3,500.00
Defibrillator		500.00	500.00	200.00	300.00	£ 500.00
Training CILCA including course fees 1/3 share	£ 516.00	750.00	234.00	720.00	-486.00	£ 1,440.00
Parish Projects (To reserves at EOY)		500.00	500.00	500.00	0.00	£ 600.00
Grants (includes Millenium Wood)	£ 600.00	3,000.00	2,400.00	0.00	2,400.00	£ 1,500.00
Memorial Inspection		1,000.00	1,000.00	0.00	1,000.00	£ 500.00
SCC Devolved services		3,000.00	3,000.00	0.00	3,000.00	£ 2,000.00
Contingency - balance to reserves at Y/E		4,500.00	4,500.00	679.98	3,820.02	£ 2,250.00
To reserves- currently increased by annual underspend						£ 6,250.00
Legal costs	£ -	1,000.00	1,000.00	0.00	1,000.00	£ 500.00
Election	£ -	500.00	500.00	0.00	500.00	£ 2,250.00
VAT	£ 603.33	2,500.00	1,896.67	1,733.83	162.84	£ 1,000.00
Speed Indicator Devices maintenance/replacement budget			0.00	4,679.98	-4,000.00	£ 700.00
TOTAL PAYMENTS	£ 26,301.41	52,100.00	25,798.59	23,138.94	3,339.63	£ 54,040.00
Funds transfers/precept retention/ring fenced funds to C/A	£ 25,300.00					
Balances b/fwd 31/03/2025	£ 124,865.46					
Instant Call Account	£ 70,024.81					
95 Day Call Account	£ 52,236.33					
Current Account	£ 2,554.93					
Balances c/fwd						
Reconciliation with bank accounts - 29th December 2025						
Lloyds Business Account 43300060	£ 97,518.43	Interest 644.22				
Lloyds Current Account 22/12/25		7,009.32				
Lloyds Deposit Account notice account 29/12/25	£ 53,352.40	Interest 1116.07				
Total reserve balances at bank to date 22/12/25	£ 150,870.83					
Balance of Current Account c/f 31/03/25	2554.93					
Total receipts to date	5455.80					
Transfers from instant Call Account	23200.00					
Balance of precept - retained in current account	2100.00					
	33310.73					
Expenditure to date	26301.41					
Current Account Balance 22/12/25	7009.32					

TOTAL OF ACCOUNTS AS AT 31ST MARCH 2025	£ 124,865.46	Total reserves held 31/03/25	Additions at Y/E 2025	Total reserves held 08/12/25	
Projects with ring fenced reserves:					
Election (NEW)		£500.00	From Budget line @ EoY	£500.00	
Speedwatch (NEW for 24-25)		£4,000.00	£4000 allocation from 24-25 budget	£0.00	SID x 2
Pavilion refurbishment		£39,561.82	£7160.82 increase(25% of total unallocated funds)	£34,672.84	New doors x2 & fitting £4888.98
Churchyard wall and gate & legal fees		£3,000.00	£1,000 allocation from 24-25 budget	£3,000.00	
Village Car parks fence & maintenance		£30,827.64	£14321.64 increase(50% of total unallocated funds)	£29,633.64	Barrier repair £1194
Play area enhancement		£4,652.91		£2,177.91	Path tarmac £2475
Environment/tree planting		£0.00	New for 2026/7	£0.00	
Cemetery extension - reinstate burial ground		£8,223.92		£8,223.92	
Defibrillator reserve		£1,323.79		£1,323.79	
SSDC CIL payments		£0.00		£0.00	
Laptop replacement fund		£450.00	£150 allocation from 24-25 budget	£0.00	Laptop £499
ADMIN RESERVE		£29,770.46	£7160.82 increase(25% of total unallocated funds)	£29,721.46	£49 balance of laptop
TOTAL RESERVES		£122,310.54	ACTUAL @ 31/3/25	£109,253.56	
2025/6		2026/7			
Total funds held (£70074.21 + £52236.33+2554.92)	£124,865.46	£150,870.83	Instant call + 95 day call (97,518.43+53,352.40)		
Ring fenced funds	£93,667.26	£109,253.56			
Balance for allocation	£28,643.27				
Allocation percentages 25%(Pavilion & admin)	£7,160.82				
Allocation percentages 50% (carpark)	£14,321.64				
Current Account C/F 29/12/25	£2,554.93	£6,235.93			

PRECEPT REQUEST 2026/27
(Local Government Finance Act 1992 (Section 41) - Parish/Town/City Council Precepts)

Please complete the shaded boxes

From Precepting body

Ash

The Council of the above-mentioned Parish/Town/City HEREBY GIVE YOU NOTICE that in respect of the financial year 2026/27 they will require from you the sum of (fill in below) to meet the budget requirement of the Council as calculated under Section 50 of the above Act, and they do accordingly HEREBY REQUIRE you to pay the same.

	2025/26	2026/27	Difference	Difference %
Tax Base	283.50	285.39	1.89	0.67%
Precept	52,100.00	54,040.00	1,940.00	3.72%
Band D Precept	183.77	189.35	5.58	3.04%

Payment Date

Precept requests will be paid in two instalments in April 2026 & September 2026 for all demands over £10,000

Precepts over £140,000

If the Precept requirement is greater than £140,000.00 please provide details below or send in a separate spreadsheet.

Expenditure Item/Service

Amount

BACS payment details

1. BANK DETAILS

Bank Name	Lloyds Bank plc			
Sort Code	30	90	-	89
Account Number	40125760			
Account Ref/Name	Ash Parish Council			
Branch Address	Lewisham, PO Box 1000, BX11LT			

NB: Please mark the box (X) if the above bank details have changed since the previous year's submission and provide evidence of the new account details for audit purposes

☐

2. REMITTANCE ADVICE OF PAYMENT TO

Official's name	Zannette Bougourd
e-mail	clerk@ash-somerset-pc.gov.uk
address	9 Redgate Park, Crewkerne, Somerset. TA187NL

Authorisation

Authorised at the meeting of the council Held on

date

Authorised by

designation

E-Mail Address for future correspondence if preferred:

Return Form

Please return form to

parish.precepts@somerset.gov.uk

No later than (noon):

30-Jan-26

Parish precept calculator Band D

Ash

Type in the precept per band D required and it will work out the % increase/decrease and show the

	25/26	26/27	Increase/(decrease)	
			amount	%
Precept per band D	183.77	189.35	5.58	3.03%
Tax Base	283.50	285.39	1.89	0.67%
Total Precept	52,100.00	54,038.60	1,938.60	3.72%

A	6 /	9	122.52	126.23	3.72	3.03%
B	7 /	9	142.94	147.27	4.34	3.03%
C	8 /	9	163.35	168.31	4.96	3.03%
D	9 /	9	183.77	189.35	5.58	3.03%
E	11 /	9	224.61	231.43	6.81	3.03%
F	13 /	9	265.45	273.51	8.05	3.03%
G	15 /	9	306.29	315.58	9.29	3.03%
H	18 /	9	367.55	378.70	11.15	3.03%

Per Week (Rounded to 25/26 26/27 Increase/(Decrease) Amount %

2.36	2.43	0.07	3.03%
2.75	2.83	0.08	3.03%
3.14	3.24	0.10	3.03%
3.53	3.64	0.11	3.03%
4.32	4.45	0.13	3.03%
5.10	5.26	0.15	3.03%
5.89	6.07	0.18	3.03%
7.07	7.28	0.21	3.03%