

**MINUTES OF THE ANNUAL GENERAL MEETING OF BUTLEIGH  
PARISH COUNCIL HELD ON TUESDAY 5<sup>th</sup> May 2026 IN THE CHURCH  
ROOM, BUTLEIGH.**

**PARISH COUNCILLORS PRESENT : T. Willmott, M Acland-Hood. K Otton,  
A Coleman. D Sharland**

**OTHERS PRESENT : Cllr Ewan Cameron Somerset Council. Annie Mathew-  
Taylor, Piers Taylor, Jemma Johnson, Josh Roberts. Mark White.**

**APOLOGIES: Cllr C Sully.**

**Report from Cllr Ewan Cameron, Councillor for Glastonbury with regard  
Watchwell Drove.** 138/149 caravans around Glastonbury. In the last 2-3 years 3  
sites on Watchwell Drove have been illegally developed on Somerset land. The  
Enforcement Officer has been asked to put on priority list. 2 sites vacated. The  
'Gravel Pit' owner is holding out up to the High Court. All caravans 109 since 2022,  
11 since last year have been removed. Working group in Glastonbury to establish a  
'meanwhile site' to get all caravans off the road in Glastonbury. One site - planning  
application due in June on the Darch Oil site.

There is a fly tipping and abandoned vehicles reporting system, also unauthorised  
encampments can be reported.

Discussions on going for defensive measures after eviction.

£400 to £700 to remove an abandoned vehicle. 2 weeks notice- court- authorisation  
to scrap. The extra cost is due to rubbish inside that has to be sorted with PPE etc.  
£70,000 since 2022. Could cost up to £1million.

Multi agency response due to the needs of those involved. T Willmott thanked Ewan  
for his report and our gratitude for the action taken.

**Pre- meeting statements and questions from members of the public in respect of  
business itemised on the Agenda :**

Jemma Johnson in support of the planning application 2020/1874/Re-consultation.

Mark White objecting to the planning application 2020/1874/Re-consultation.

Annaliese - Dangerous dog on the site. Unprovoked attack has been reported to the  
relevant authorities.

**VISITING COUNCILLORS REPORTS: Cllr Claire Sully-** Circulated by email

**ELECTION OF CHAIRMAN: T Willmott** Proposed A Coleman, seconded D  
Sharland. All in favour

**SIGNING OF "DECLARATION OF ACCEPTANCE OF OFFICE" FORMS  
BY CHAIRMAN.**

**ELECTION OF VICE CHAIRMAN A Coleman,** Proposed T Willmott, seconded  
K Otton. All in favour

**STATEMENT OF DECLARATIONS OF INTEREST : The Chairman  
reminded Councillors of the need to make and to have recorded any  
Declarations of Interest made in accordance with the Local Authorities Model**

**Code of Conduct Order adopted on 7th August 2012. (Based on District/ County Model ) (Chapter 7 of the Localism Act 2011).**

D Sharland and A Coleman declared an interest on Planning application 2020/1874/Re-consultation

**APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES:**

- a. **SOMERSET ASSOCIATION OF LOCAL COUNCILS (SALC) A Coleman**
- b. **BUTLEIGH PLAYING FIELDS ASSOCIATION (2)T Willmott, D Sharland**
- c. **PARISH NEWS BOARD – PETER DERBYSHIRE Proposed, T Willmott, seconded K Otton. All in favour**

**DISCUSSION OF LEAD COUNCILLOR’S DUTIES.**

**RE-APPOINTMENT OF INTERNAL AUDITOR – MR S POUNCEY Proposed T Willmott, seconded A Coleman. All in favour**

**RE-APPOINTMENT OF GRIEVANCE & DISCIPLINARY ( K Otton and M Day) AND APPEALS PANELS (Chairman and H McNinch) Proposed T Willmott, seconded A Coleman. All in favour**

**APPROVAL OF THE MINUTES OF THE ANNUAL PARISH MEETING -7th April 2026. Proposed T Willmott, seconded A Coleman. All in favour**

**MATTERS ARISING FROM THE MINUTES (not included later as an Agenda item).**

**APPROVAL OF THE MINUTES OF 7<sup>th</sup> April 2026 . Proposed T Willmott seconded K Otton All in favour**

**MATTERS ARISING FROM THE MINUTES (not included later as an Agenda item).**

**NOTICE OF PARISH COUNCIL MEETING DATES FOR 2026/27- Circulated and noted.**

**PLANNING:**

2020/1874/Re-consultation	Change of use of part of the land from 3 static caravan/holiday lets to 3 traveller pitches and associated landscaping. Recommend Refusal-comments to be addressed regarding sewage	Joshua Longhurst-Roberts Butleigh Landscaping, Wood Lane.
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	treatment plant, the definitive footpath is not affected, the neighbours are consulted as they have not had Neighbour Notification and the site does not become an open travellers site. Proposed T Willmott, seconded K Otton. All in favour	
2026/0637/OUT	Outline application for the erection of a dwelling with details of access and other reserved matters. Recommend Approval Proposed D Sharland, seconded A Coleman. All in favour	Mrs B Butt Land at 352308 133117 Barton Road (Henley Lane)
2026/0629/TCA Notification only	T3 Red Cedar - Fell	Harriett Belger 11 High Street
<b>Somerset Council Decisions</b>		
2020/2647/FUL 2021/2413/FUL	Approval of details reserved by conditions 4 (Surface water drainage system) on planning consent 2021/2413/FUL (Erection of 37 no. dwellings (Use Class 3) and a café/work hub (Use Class E) with associated access, parking and landscaping (resubmission of 2020/2674/FUL) <b>Refused</b>	Galion Homes Land at 352613 133868 Baltonsborough Road, Butleigh.
2020/1097/OTS	Application for outline planning permission with some matters reserved for the development of 5 houses and formation of vehicular access with details of access (amended block plan received 12.08.2020) <b>Approved</b>	Mrs B Butt Land at 352308 133117 Barton Road

**FINANCIAL STATEMENT. - CLERK**

**CURRENT AC**

BALANCE	£ 16,115.31
- CAB	£ 150.00
- Butleigh PCC	£ 1,850.00
- BPFPA Grant	£ 5,000.00
- St Margarets Hospice	£ 400.00
- - D&S Air Ambulance	£ 350.00
- Somerset Council Bins	£ 101.40
- SALC membership	£ 430.85

**£ 7,833.06**

**BR AC**

BALANCE £ 3809.03

**Balance**

**£ 3809.03**

**Proposed T.Willmott, seconded K.Otton. All in favour**

**SIGNING OF AGAR FORMS FOR END OF FINANCIAL YEAR 2025/ 2026 ACCORDING TO AUDIT REGULATIONS.** Signed by Chairman and Clerk

**FINANCIAL APPROVALS :** Gallagher Insurance £1208.11 Proposed T Willmott, seconded A Coleman . All in favour

**HIGHWAYS (KO).** 5 defects completed in April as per list sent by County Councillor. Quality of these jobs is not satisfactory. Cedar Walk partially done. Wickhams Cross and Sub Road to be reported

**Verge Maintenance specification**

**PAVEMENTS, OVERHANGING HEDGES AND PARKING ON THE PAVEMENT- HIGH STREET**

Vehicle (van) parking hazardously on the pavement between Sub Road and Ladies Walk at night.

Parking on High Street above the Chapel Lane also restricting access on High Street. Hedges restricting visibility at the junction of Sub Road and High Street. D Sharland and T Willmott to speak to the properties concerned.

**FOOTPATH MAINTENANCE (AC).** Paths from Butleigh to Butleigh Wootton has been inspected. Gate post on WS2/31 needs repair/ replacement by the landowner. WS2/41 fence and gate needs repair by the landowner.

**LEAD COUNCILLORS** remain as per 2025 with D Sharland being a BPFPA lead Councillor.

**MATTERS OF REPORT (Items for next meeting).**

**Meeting closed at 8.30pm**

**Next meeting 2<sup>nd</sup> June 2026 at 7.30pm**

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Chairman  
2<sup>nd</sup> June 2026

**PRE MEETING STATEMENTS & QUESTIONS FROM MEMBERS OF THE  
PUBLIC IN RESPECT OF BUSINESS ITEMISED ON THE AGENDA**

**( A MAXIMUM of 15 minutes will be allowed for this session with no individual  
speaker having no more than 3 minutes- Chairman's discretion.)**

**AGENDA**

1. Highways -(KO)
2. Rights of Way (AC)
3. Correspondence.
4. Matters of Report (Items for next meeting) (All)

**Date of next meeting -2nd June 2026 in the Church Rooms.**

**Parish Clerk  
29th April 2026**