



2026/2027/[]

Shapwick Parish Council

Minutes of Annual General Meeting held on

19 May 2026

at 7.30pm at the Village Hall, Shapwick

- 26/27/1 Election of Officers:**
- (a) Election of Chairman:-** GC confirmed he was willing to stand again as chairman. There were no other nominees, proposed LG seconded WA unanimous.
 - (b) Election of Vice-Chairman:-** LG confirmed she was willing to stand again, there were no other nominees, proposed GC seconded WA unanimous.
- 26/27/2 Those present:** Graham Croucher (GC), Lesley Gaskell (LG), Roger Scott (RS), Wendy Anderson (WA) Tracey Lockyer (TL) Moray McGovern (MG)
- 26/27/3 Apologies for absence:** Paul Rogers (PR), Louise Chilcott (LC)
- 26/27/4 Declarations of interest:** GC noted an interest in the planning application
- 26/27/5 Minutes of the following meetings:**
- a. 17 March 2026:**
Matters arising: GC raised the issue of the white lining MG handed in a map prepared by PR and MG indicating areas requiring work. Following on from the consultation meeting held prior to the AGM and on the strength of support from villagers councillors agreed to pursue the issue of a 20mph speed limit in areas of the village.
- 26/27/6 Villagers Open Period:** nothing raised
- 26/27/7 Shapwick Preparedness Report:** See report attached
- 26/27/8 Request to increase the area of the Allotments:**
Prior to the meeting GC circulated correspondence from the Allotment Association requesting additional land due to demand for allotments. (Letter attached).
GC asked for views. MG referred back to the concerns raised at the time of the original agreement regarding preservation of this section of land he has visited site and believes request can be accommodated with conditions.
No objections from RS or TL. WA did have concerns about future use.
LG against any enlargement of the allotment area, she pointed out that the PC had carried out consultations with the village at the time



of the land purchase and agreed that the this land would be an area to preserve the historic open aspect from the churchyard to the dovecote and also to act as a buffer zone between the allotments and the neighbours. This proposal goes against that consultation. The churchyard is still a place of worship and graveyard it not appropriate to disturb this by having an allotment next door. GC recalled the discussions with the conservation officer The area was originally to be a wildflower area with the bee mound, that part had recently been completed. GC proposed the council consider the extension in principle the exact area to be determined subject to tight conditions on the wording, seconded MG all in favour except LG who voted against any extension.

26/27/9

Planning Applications:

(a) 43/26/00002 Variation of existing planning consent.

Due to a declared interest GC took no part in this discussion, councillors discussed the design and size of the existing houses and why there was a variation of a fairly recent design. Concerns were raised as to the size of the properties and the overdevelopment of the site. It was felt that the proposed extensions would reduce the amenity area for occupiers of the properties. The roof lines of the properties appear much higher than surrounding properties. MG mentioned that the walls in front of the properties is out of keeping and inappropriate. LG proposed refusal of the application on these grounds seconded TL unanimous.

(b) 43/26/00003 Coombes Manor Farm Ltd erection of extension to slurry store.

PC approved earlier application, councillors had received details from the applicants consultants. The proposed extension has environmental benefits. LG proposed approval TL seconded unanimous.

26/27/10 Village Green & Play Area

(a) Village Green/Play Area Inspection Report/Villager Use GC reported ROSPA report was satisfactory he requested attendance at next inspection by RS and WA.

Villager Use: the PC had received a request for use linked to village hall. Agreed that the PC have no objections subject to the villager providing details of the insurance for the bouncy castle provider and a risk assessment consistent with the conditions requested of the Jam. Unanimous.

(b) Play Equipment Update: the slide has been installed and passed by ROSPA. Councillors to consider what other equipment maybe required in the future.

(c) Petanque Court: installed and being used.

(d) Replacement Gate: installed and old gate donated to the allotment association.

(e) Wildlife Area: see chairman's report to the Parish Meeting.

(f) Bee Mound: installed and planted thanks extended to Poppy Bishop.

(g) Duke of Edinburgh Scheme: A student resident from Shapwick has to commit to one hour a week of community service as part of the scheme he has agreed to carry out strimming on the village green, Steve Polden is assisting with



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the preparation of a Risk Assessment as required by the Councils insurers.

26/27/11 Grass Cutting options.

The PC requested quotes for grass cutting and had three, one party had subsequently withdrawn leaving 2 quotes. All circulated prior to the meeting. One from Malcolm Sweet for £40 or £60 if grass cuttings taken away. Other quote was for £90 per cut. GC proposed to employ Malcolm Sweet until 31st October 2026 on fortnightly basis. Seconded LG MG abstained as he thought there should be further investigations. All other councillors in support of the proposal.

26/27/12 Policies

- a. The following policies were adopted, having been circulated prior to the meeting, to comply with AGAR requirements. They have been posted on the village website.
 - (a) Statement Internal controls
 - (b) Risk Management
 - (c) IT Policy
 - (d) General Data Protection Regulation (GDPR) Policy

26/27/13 Avalon & Poldens LCN

a. Health & Wellbeing: Step Ride Thrive project

- a. LG & MG reported that a successful community "On Your Bike" session had been held in association with Dovecote School. Thanks to Dovecote for their support and free drinks. Approx 20 bikes received a free health check and service during the session
- b. A number of Shapwick Villagers have submitted photographs to the Nature Fortnight competition.

26/27/14 Parish Clerk Pay Rate Increase

Postponed pending return of the Parish Clerk

26/27/15 Finance Reports

- a. **Proposal to declare Shapwick Parish Council exempt from submitting an AGAR return.** Agreed
- b. **Review of Purchase & Payment Policy:** Postponed until July meeting.
- c. **Annual Income & Expenditure Report.** Circulated and agreed
- d. **2026 AGAR Annual Return for approval.** Circulated and approved GC to sign.
- e. **Transactions approved** Councillors checked the transactions approved between meetings, signed RS & MG
- f. **Forecast report** Councillors given a copy and agreed
- g. **Bank Reconciliation.** Circulated and agreed
- h. **Insurance Quote:** insurance renewal quote was in line with budget and was agreed.



Shapwick
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26/27/16 Date of Next Meeting: Confirmed as Tuesday 21st July 2026

There being no further business, the meeting closed at 21.30.

Signed.....

Date.....