

Minutes of the Ordinary Cutcombe Parish Council Meeting held at 7.30pm on Tuesday 19th May 2026 in the Edwin Beckett Room, Moorland Hall

Present: Parish Councillors Eric Norman (Chair), Oliver Yiend (Vice Chair), Richard Norman, Hazel Crockford, Sarah Cook, Jon Levenson

In attendance: Liz Stitt – Clerk, Cllr Frances Nicholson

Item	Minutes	Action
	Public Question Time. No members of the public were present, and no public comments were made.	
26/45	To elect the Chair for 2026/27. Nominations properly proposed and seconded and endorsed by the candidate(s) are invited for the office of chair. The 2025/26 chair Cllr E. Norman will preside over the agenda item. A nomination was proposed by Cllr Jon Levenson for Cllr Eric Norman to continue in his excellent chairmanship, this was seconded by Cllr Richard Norman. [Cllr Hazel Crockford Joined the meeting] Cllr Eric Norman accepted the nominations and with a unanimous show of hands was voted in as Chair.	
26/46	To receive the signed Declaration of Office from the Chair. The declaration was signed by Cllr Eric Norman and received by the Clerk.	
26/47	To receive Apologies for Absence. Apologies were received from Cllr Roger Foxwell who couldn't make the meeting, and from Cllr Stephen Pugsley and Cllr Oliver Yiend who would try and join later if possible.	
26/48	To receive declarations of Interest. Cllr Eric Norman, The Rest & Be Thankful Inn.	
26/50	To approve the minutes of the Ordinary Parish Council Meeting of the 21st of April 2026. These were approved and signed.	
26/51	<p>To receive reports from Somerset Councillors.</p> <ul style="list-style-type: none"> - We are looking into a problem with the calculations that Magna do for local housing as it isn't suitable for deeply rural areas, and we believe it is not keeping up with the minimum wage changes that happen over time. It has been escalated up through Magna to look at their affordability criteria and income criteria because if there are two people working on minimum wage, they will have too much income which doesn't feel helpful or sensible. Our feeling is the S106 agreements are about local housing for local people and are not to be overridden by income criteria from a wider area. Strategically it is really important as people who come forward, wherever they are, with potential land for housing are not going to come forward if it's not going to be local housing. There's quite a big National Park wide strategic issue here that we are trying to dig into. The planning restrictions in Exmoor National Park are aimed at getting affordable housing, the planning restrictions outside the park in rural areas are the opposite. - Cllr Jon Levenson chairs the 8 Parishes Rural Housing Group which is based on the housing needs survey of 2018. Somerset & North Devon have done a new survey, which we won't get the results of till later on in the year, but as a result of that the plan is to open the group up. - In Timberscombe there is some land owned by the church, which they are funding some survey work on, which may come forward for local housing. - Cllr Jon Levenson asked about the new communities act and if there is anything that we as a Parish Council need to know or do about it. Cllr Frances Nicholson said she will find out and get back to us on it. 	Cllr Frances Nicholson
26/52	To consider highways and transport matters. Cllr Richard Norman has attended a course to be able to put the SID up in the Parish. He needs to do some research on what the next steps are after the course.	

26/53	<p>Update on a Commemoration Service at the site of the donated tree and bench. The bench is being made ready for the service which has been booked in to take place on the 25th of June at 15.30. David Weir is going to bless the tree. Cllr Eric Norman has notified the Price family, the school, the highways department, and the police. Alison Blackmore is going to liaise with the headteacher of Minehead Middle School. Cllr Eric Norman will speak with Darren from the Anchor pub in Dulverton who could let the paramedic and fire teams know. It was suggested to have the service by the tree and the bench, then retire back to the Moorland Hall for tea, coffee and biscuits/cake which would be paid for by the Parish Council, which was agreed. Cllr Eric Norman will liaise with Oliver's family to see if they would be happy to put about the service in the local newspapers. Cllr Eric Norman has liaised with Oliver Price's family about wording to go on a plaque which was circulated. It was agreed to go ahead with two plaques for the bench and tree which the Clerk will arrange. The Clerk will also do a notice to share on Facebook etc. to publicise the event.</p>	<p>Cllr Eric Norman</p> <p>Cllr Eric Norman</p> <p>Clerk</p>
26/54	<p>Update on Moorland Hall & Recreation Ground.</p> <ul style="list-style-type: none"> - The windows doors and guttering are going to be repaired and painted they are just waiting for one more quote for this. - The planning permission that was previously in place for the pavilion still stands as work was started. This means that work will go ahead and will be done in a phased manor in line with funding. The old pavilion has mostly been dismantled and a new base will be going down soon. - A plan has been put into place to refurbish the Multi-Use Games area (MUGA) however this will require alternative funding. - They are looking at launching a Cutcombe Library using books donated by Cllr Hazel Crockford from Watercombe. Cllr Hazel Crockford would like the community to have access to these books. It was suggested to raise it at the Annual Electors Meeting next week to discuss how it could be taken forward. 	
26/55	<p>To consider any Planning matters. There were no planning matters to discuss.</p>	
26/56	<p>To receive, review and adopt the Code of Conduct and guidance on openness and transparency on personal interests. [Cllr Oliver Yiend joined the meeting] This was sent to Councillors before the meeting to review. It was agreed unanimously to adopt.</p>	
26/57	<p>To review and adopt the Noticeboard Policy and elect a councilor to update the Noticeboards. The Noticeboard Policy was sent to Councillors prior to the meeting to review. It was agreed unanimously to adopt. Cllr Sarah Cook was elected and agreed to carry on putting the noticeboards up in the Parish.</p>	
26/58	<p>To review and adopt the committee's Terms of Reference. Councillors were sent the Snowdrop Valley Committee and Finance and Risk Working Group's terms of reference to review before the meeting. It was agreed unanimously to adopt the terms of reference for both of these.</p>	
26/59	<p>To review delegation arrangements to committees, working groups and portfolio roles: Councillors reviewed the arrangements for delegation which are confirmed as:</p> <ul style="list-style-type: none"> i) Finance & Risk Working Group: Three councilors, one reserve plus Clerk/RFO Cllr Eric Norman (Chair), Cllr Sarah Cook, Cllr Oliver Yiend and Cllr Jon Levenson will be the reserve. ii) Snowdrop Valley Committee: Committee Chair, at least one other councilor plus Clerk/RFO Cllr Eric Norman (Chair), Cllr Jon Levenson and Cllr Hazel Crockford. iii) Portfolios – Highways Cllr Richard Norman will lead and Cllr Olver Yiend will support. iv) Representation – Moorland Hall Committee Cllr Oliver Yiend. It was also 	

	<p>suggested for Cllr Hazel Crockford to also be a representative from the Parish Council on the Moorland Hall Trust. Cllr Hazel Crockford agreed to this. Cllr Oliver Yiend will speak to the trustees regarding this.</p> <p>Other committees to be established on an ad-hoc basis.</p>	Cllr Olver Yiend
26/49	<p>To resolve whether to elect a Vice Chair for 2026/27. Nominations properly proposed and seconded and endorsed by the candidate(s) are invited for the office of Vice Chair. (This item was moved down the agenda by the Chair) Cllr Richard Norman proposed Cllr Oliver Yiend to be vice chair, this was seconded by Cllr Sarah Cook. Cllr Oliver Yiend accepted the proposals and after a unanimous show of hands was voted in as Vice Chair.</p>	
26/60	<p>To resolve renewing the Clerk's membership of the Society of Local Council Clerks at a cost of £158 for the year. It was resolved to go ahead with the renewal unanimously.</p>	
26/61	<p>To receive, review and adopt the Asset Register. (This was missed off the agenda during the meeting, so will be added to the next meeting)</p>	
26/62	<p>To receive and review the Insurance Policy Renewal which is due to renew on the 1st of June 2026. This was received and reviewed by Councillors.</p>	
26/63	<p>Finance</p> <p>i) To receive the amended Q4 Budget Outturn 2025/26. This was received by Councillors.</p> <p>ii) To receive and approve the schedule of payments and note receipts. Further clarification was needed regarding the Cricket Club Grass Cutting invoice and how much of the recreation field they will be cutting. It was agreed unanimously to go ahead with the schedule of payments minus the Cricket Club invoice until further clarification has been sought.</p>	
26/64	<p>To agree the dates of the ordinary council meetings for 2026/27. Meetings are proposed for the third Tuesday of each month excepting January and August at 7.30pm in the Edwin Beckett Room, Moorland Hall. The proposed dates were agreed.</p>	
26/65	<p>Correspondence:</p> <p>i) To note the correspondence which Councillors have received in the correspondence report. The report was received by Councillors. There were two cases of email correspondence regarding some dangerous instances that have occurred at a footpath on a field at Coombeshead Farm. The Clerk will report the concerns to the Exmoor National Park Rangers as they are responsible for the footpaths and will let the recipients of the emails know that we have done that.</p>	
26/66	<p>Items for consideration on the next agenda.</p> <ul style="list-style-type: none"> - Cricket Club Invoice. - Update on a possible library for the community. - Finalise arrangements for the Memorial Service. <p>Cllr Eric Norman asked that if Councillors hear of anything regarding the site/traffic management plan of the proposed new houses behind the Moorland Hall, to ask the developer to put it all in writing to be brought to a Parish Council Meeting to be discussed so that we are fully aware of all eventualities.</p>	

There being no other business, the meeting closed at 8.38pm

Signed:

Dated:

Appendix:

- i) Amended Q4 Budget Outturn 2025/26**
- ii) Schedule of Payments**
- iii) Correspondence Report**