

**Minutes of the Parish Council meeting**  
held on September 8<sup>th</sup> 2025 at the Sampford Arundel Parish Rooms

[A] Apologies were received from Debbie Eaton, Councillor Hasell and Somerset Councillors Wren and Mansell. One parishioner was present.

[B] Issues raised by members of the public were the Speed Indicator devices. This item was therefore discussed first.

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**Item 1:** There were no disclosures of interest by members on agenda items

**Item 2:** Minutes of the previous meeting were approved and signed by the Chairman as a true record

**Item 3:** Matters arising from the previous minutes

[1] Holywell Lake defibrillator. The organiser had emailed her apologies for the meeting to the clerk and outlined the present position of the provision. All councillors were very much in favour not only of the installation of a defibrillator but of supporting the initiative financially. It was agreed therefore to ask the organiser to attend the next meeting to outline progress made, and the amount of financial assistance would then be decided at that or a subsequent meeting.

**ACTION:** Clerk to email the organiser regarding the agreement to support funding after discussion at the October meeting.

**DONE:** 9<sup>th</sup> September

**Item 4:** There was no report from the police.

**Item 5:** Planning, Infrastructure and Development

[1] Speed indicator device(s) at Ford Street. The chairman outlined the meetings with the Highways Traffic Manager, and the three approved sites. The clerk confirmed that the providers of the devices was willing to hold the quote for two devices for a short period. Additional costs would be £350 per pole and at some later period the necessity to undertake Chapter 8 training or equivalent should the council wish to rotate the signs between posts. Disappointment was also expressed that the police appeared to have reneged on their agreement to provide financial support. Questions were raised over a present or future possibility of installing one in Holywell Lake. There followed a long discussion over the recent speed monitoring in the village and the results thereof. Thanks were expressed to Councillor Olive for the recent conversations with local residents over the placement of the devices. For some years the police monitored traffic in Ford Street although this has now ceased.

**ACTION:** Clerk to contact the police [again] with reference to the grant

**DONE:**

**ACTION:** Clerk to contact the police with reference to speed monitoring in support of the speed indicator devices

**DONE:**

## Wellington Without Parish Council

ACTION: The Clerk to contact the Highways Engineer referencing the installation of three poles and the joint agreement  
DONE: 9<sup>th</sup> September

ACTION: The Clerk to follow-up on Chapter 8 training or similar with the provider  
DONE: TQExel were emailed on 9<sup>th</sup> September to request suitable dates

It was agreed to [a] purchase the devices, [b] seek advice on customisable messages and [c] seek further advice on data access

ACTION: Clerk to contact the providers of the devices with reference to the above points  
DONE: Sept 9th

[2] Cowley Heath application 44/25/0008  
The public consultation period for this development has now passed

### **Item 6: Financial Issues**

[1] Krystal Hosting. The clerk outlined the issues he had been facing with payments for the domain.

ACTION: Councillor Olive to meet the clerk to consider past and future payments  
DONE: A meeting was arranged for 9<sup>th</sup> September and the 10th

[2] AGAR exemption certificate. Due to past circumstances an incomplete set of forms was received for the annual audit. The internal audit was well received by all but a certificate of exemption from an external audit by PKF Littlejohn was missing. The clerk held conversations with the external auditors who were very helpful and agreed that the correct forms could be signed and forwarded immediately after this meeting. The chair and financial officer signed two copies of Form 2 exemption certificate.

ACTION: Clerk to forward a copy to PKF Littlejohn  
DONE: Sept 9<sup>th</sup>  
ACTION: Post signed copy on the council's website  
DONE:

[3] Q2 salary, administration allowance and HMRC payment. The council agreed to sign the necessary transaction sheets.

[4] Pension regulations. The clerk needs to undertake a triennial re-enrolment with the Pensions regulator even though he has sought no pension from the council. The Payroll Officer, Diane Malley, has agreed to undertake this as part of her contract and this will be carried out after the due date of January 22<sup>nd</sup> 2026 and the following August.

**Item 7:** County, District and Unitary Authority Councillors. There was no councillor present.

### **Item 8: Any other urgent business**

[1] Popham Almshouses. The chair retired from his post some time ago.  
[2] Dog waste bin

## Wellington Without Parish Council

**ACTION:** Contact the parishioner to say that we are researching the matter

**DONE:** September 9th

**ACTION:** Research the costs of bags and disposal

[3] Wrangway notice board. Councillor Hill will erect the board now that the substructure has been replaced.

[4] It was pleasing to note the email from Syed Shah indicating the reopening of junction 26 on the M5 and the Chelston link road on September 7<sup>th</sup>. The clerk has emailed Syed to thank him for his efficient publication of progress, which he appreciated.

[5] The clerk thanked Councillor Olive for his very efficient management of the website, a comment echoed by all present

[6] Councillor White was complimented on gaining her recent qualifications and congratulated on her marriage

[7] Councillor Olive will investigate the take-up of the free places for Wellington Monument

[8] A full postal list of all parishioners would be very useful

**ACTION:** Clerk and Councillor Olive to investigate

**Date of the next meeting: 7.00pm on 13<sup>th</sup> October at Sampford Arundel Parish rooms**