



TATWORTH AND FORTON PARISH COUNCIL

Minutes of the Ordinary Meeting of Tatworth & Forton Parish Council Amenities Committee held on 21st May 2026 at 7pm Forton Community Hall

Present: Councillors: S Adams, R Down, R Jacobs, L Matthey, K Patay,
E Peadon, M Rees

Clerk N Tinley

There were 3 Members of the Public present.

Public Participation

A member of the public raised that there are people parking across the entrance to Jubilee Field especially at school time. Access for work and emergency vehicles is needed at all times. The Clerk will purchase and place a sign on the gate.

26/26 Apologies for absence

None.

27/26 Declarations of interest

Councillor R Jacobs has an allotment plot and has an interest in 33/26, item 3. It was requested that she stay in the room to guide the committee but will not vote.

28/26 To confirm re co-option of “member of public” Rick Chubb onto the Amenities Committee

Proposed by Councillor E Peadon, Seconded by Councillor L Matthey. All in favour.

RESOLVED: Rick Chubb has been re co-opted on to the Amenities Committee.

29/26 Election of Chairman of Amenities Committee

Councillor L Matthey explained that due to a medical procedure he is not sure how much he can commit to the Committee in the near future and if another Councillor was available to move the Committee forward that would be preferable.

Councillor M Rees nominated Councillor R Jacobs, Seconded by Councillor S Adams. There were no other nominations. All in favour.

RESOLVED: Councillor R Jacobs has been elected as the new Chair of the Amenities Committee.

Councillor R Jacobs accepted the role stating that she has lived in the Parish for 20 years and is passionate about the Parish amenities.

30/26 To approve and sign as a correct record Minutes of the Amenities Committee Meeting held on 19th March 2026

It was noted in Minute 19/26, item 1 that the allotment invoices were due to be sent out in April but the allotment holders have not yet received them. The Clerk had decided to withhold the invoices until after this meeting had approved the regulations.

Proposed by Councillor R Down, Seconded by Councillor L Matthey. All in favour.

RESOLVED: That the Minutes of the Parish Council Amenities Committee held on 19th March 2026 be signed as a correct record.

31/26 Review and approve for recommendation to Full Council “Terms of Reference” and “Amenities risk assessment”

Terms of Reference

The only change is to reduce the co-opted members of public from 2 to 1. The Committee is well supported by Councillors.

Proposed by Councillor E Peadon, Seconded by Councillor M Rees. All in favour.

Risk Assessment

It was commented that there is no record that the monthly check of the safety equipment is done. The Clerk will set up a log.

Proposed by Councillor R Down, Seconded by Councillor S Adams. All in favour.

RESOLVED: The Committee has approved the Terms of Reference and Risk Assessment and recommend that they are adopted by the Full Council.

32/26 Jubilee Field:

1) To award contract for hedge laying from quotations received

The Clerk approached 3 hedge layers as suggested by the Blackdown Hills Hedge Laying Association. Each had quoted for previous work.

Proposed by Councillor K Patay, Seconded by Councillor E Peadon. All in favour with 1 abstention.

RESOLVED: The contract was awarded to Rob Sturmey (RMS Garden Services).

2) *Clerk to update on additional groundworks required*

The Clerk has reviewed both wet areas; the right-hand side as you look up the field near the fenced off area remains very wet whilst the left-hand side by the allotment area has dried out. The Clerk was concerned that last winter's issues were a one-off due to the extremely wet winter.

It was agreed to monitor the situation and it was deferred to the Autumn.

3) *Assessment of trees at Jubilee Field after meeting with Jason Wright Tree Services*

The Clerk had a walk around the field with Jason Wright and he did not see any issues with the trees around the perimeter.

4) *To review and approve wording for front gate notices*

Improvements were suggested by the Councillors. The notices are to be brought to the next meeting for final approval

5) *Other matters that committee members wish to discuss about Jubilee Field. No decisions can be made*

The Clerk noticed that the far right and left hedges were being cut by the farmers on their side and wondered if these needed laying/cutting. It was suggested laying the right-hand side as there is no tractor access and cutting the left-hand hedge in the dog exercise and allotment fields. This item will be placed on the Agenda at a future meeting.

It was also noticed that 2 trees in the main field and 2 fruit trees have not come into leaf. This will be reviewed and placed on the next Agenda.

33/26 Allotments

1) *General update from Clerk*

There are 4 plots available by the fence. A lot of work has been done by the allotment holders but 2 were noticed as overgrown. Emails have been sent out.

2) *Report from allotment association*

A report was provided by Councillor R Jacobs, a member of the Allotment Association. The Association was set up in August 2025 with the National Allotment Association and about 50% of the allotment holders are members. It is a small committee with the main posts taken. However, they need a fund raising organiser and are trying to open an account with Co-Op.

From the April 2026 meeting, the aims are:

- Contact the Council for permission for a notice board for allotment holders.
- Costing a compost toilet and obtaining funding.
- To make the allotments accessible, although they realise this would involve a footpath in Jubilee Field.

- Install a water storage tank at the top of the allotments to be fed from the well.

It was a positive meeting.

3) *To review and approve allotment regulations*

There was a long discussion and suggestions were made. It was the Clerk's intention to issue the invoices with the new regulations but the regulations need to be re-typed and presented at the next meeting for approval. The Clerk will arrange to issue the invoices with a covering note.

4) *To update from Councillor E Peadon regarding best allotment plot cup with Tatworth Horticultural Association, choose the cup from options provided*

Councillor Peadon has been in contact with the other Judges and a specification has been discussed between them.

The Clerk presented images of 3 cups suggested by Neil Stoker.

The Councillors preferred the Cambridge Nickel-plated Cup Trophy. The Clerk was requested to confirm the sizes.

Proposed by Councillor L Matthey, Seconded by Councillor K Patay. All in favour.

RESOLVED: To approve the purchase of the Cambridge trophy at a height of at least 12 inches.

Note: A 32cm trophy costs £150 plus VAT.

The Clerk is to approach the Tatworth Horticultural Society regarding wording for the engraving.

5) *Other matters that committee members wish to discuss about the allotments. No decisions can be made*

None

34/26 Coombses Pond

1) *Coombses Pond management plan and decide next steps*

Councillor R Jacobs led the discussion concentrating on the Page 18 summary and suggested a working party meeting at Coombses Pond to report back. Councillors L Matthey and M Rees will meet with Councillor Jacobs on 26th May.

It was also suggested contacting Colleges such as Bicton, Cannington and Taunton. Also Giles at Magdalen Farm near Winsham.

The Clerk will send the footpath specification to Councillor Jacobs.

The Clerk has emailed the author of the report for practical help but has received no reply yet.

2) *Update on the outlet of water from the pond*

We are no further forward with a Surveyor to advise over the positioning of an improved outlet. The Clerk has asked the author of the report for help but has received no reply yet.

3) *Review and approve wording on notices*

The wording is fine but needs the Parish Council logo and what3words. It was decided on a yellow backing.

Proposed by Councillor R Down, Seconded by Councillor M Rees. All in favour.

RESOLVED: The wording has been approved.

4) *Other matters that committee members wish to discuss about Coombes Pond.
No decisions can be made*

None.

35/26 Speed indicator device

1) *The clerk to update the committee on the response from highways and decide next steps*

The Clerk explained the response received from Highways to his initial enquiry. The spots for the permanent solar panel speed indicator device (SID) at Waterlake/Station Road crossroads and A358 up from the Poppe Inn are likely to be approved.

The response regarding the extra mobile SID spots requested are: Forton by the old railway bridge – declined as too close to the speed change sign and there is no other position suitable before the road narrows and traffic has to slow down anyway; opposite Perry Street by Holleys Close – there are concerns about visibility and there is no other suitable position; B3167 30mph sign by Holway as leaving the village – approval here is likely. Somerset Council can fit new posts at a cost of £350.

Proposed by Councillor L Matthey, Seconded by Councillor K Patay. All in favour.

RESOLVED: The Clerk is to apply for the 3 positions likely to be approved.

In conversation with Highways they also want us to reapply for the existing SID spots as they have no up-to-date records.

The cost of the SID can be covered by the CIL monies. The Parish hold the sum of £7,639.62.

36/26 Morrisons Community Notice Board

To approve from quotations received for recommendation to Finance Committee and Full Council

The Clerk has gained permission that the CIL funding can cover the cost of a new community notice board.

The Clerk presented 3 quotations for notice boards either made of timber or powder coated. After discussion Councillor L Matthey proposed, Seconded by Councillor M Rees. 5 in favour with 2 abstentions.

RESOLVED: To recommend to the Finance Committee and Full Council a 3 bay powder coated aluminium notice board. The Clerk is to confirm the design with the supplier and the installation cost.

37/26 Road Junction Street Signs

To consider quotes to repair either sign at Crossways or Whitegate

There is a budget of £1,000 for “footpaths and others” with the possibility of a grant.

The Clerk has obtained a quotation from Somerset Forge Ltd (another supplier was contacted but no response) for the repair of the signs at Whitegate crossroads and Crossways.

Proposed by Councillor E Peadon, Seconded by Councillor S Adams. All in favour.

RESOLVED: To proceed with the post at Whitegate at a cost of £855 plus VAT. The supplier will remove and reinstall after renovation. The Clerk is to investigate grants.

38/26 Litter bin at Two Ash Seat

To approve application to Somerset Council to empty a new bin

There was a bin next to the seat but it disappeared many years ago.

Proposed by Councillor L Matthey, Seconded by Councillor E Peadon. All in favour.

RESOLVED: To apply to Somerset Council to reinstate the emptying of the bin that was historically next to the seat.

39/26 Visibility spray at Two ash Lane

To approve this to be added to our grass cutting contract

Powells said they will do this at no extra cost.

Proposed by Councillor E Peadon, Seconded by Councillor R Down. All in favour.

RESOLVED: This is to be added to the grass cutting contract with Powells.

40/26 Matters which the Councillors wish to report

None.

Date of Next Meeting – 23rd July 2026

Meeting closed 9:00pm