

ASH PARISH COUNCIL

Dear Councillors, you are summoned to the Ash Parish Council Meeting on Monday 02nd June 2025 at 7.00pm in Ash Pavilion.

Clerk to the Council.



27th May 2025

The Parish Council Meeting will be held on Monday 02nd June 2025 commencing at 7.00pm, to discuss and take decisions on Parish business as outlined on the Agenda.

Public Forum: Members of the public and press are welcome to join the meeting and are able to speak on any matter for up to 10 minutes during the Public Forum which will take place at the start of the meeting. If the matter is likely to take longer than 10 minutes, notice should be provided to the Clerk by 12 noon on the Monday preceding the meeting.

02nd June 2025 AGENDA

Public Forum

1. Somerset Council, Councillor's Report: June 2025
2. Apologies for Absence
3. Declarations of Interest
4. To approve and sign Minutes of the Annual Parish Council Meeting held on 06th May 2025
5. Matters arising (other than those on the agenda)
 - a. Role allocation
 - b. HMRC correspondence
 - c. Data retention - emails
6. Matters for report:
 - a. Cloud Next – migrate PC domain update. Cllr Davey to check if the PC can use www.ashsomersetpc.gov.uk
 - b. New gate from Main Street to Cemetery: Update re access.
 - c. Pavillion Door replacement: Date for fitting.
7. Planning Applications: None to note
8. Planning Decisions: None to note
9. To consider a grant application from Ash in Bloom
10. Finance –
 - a. To approve and sign the Bank statements – May 2025 to date.
 - b. To approve and minute payment requests.
 - c. To approve and sign bank reconciliations May 2025 to date
11. To note the Auditors Report dated 27th May 2025

Clerk to the Council: Zannette Bougourd. Tel: 01935571050
Email: clerk@ashpcsomerset.com

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12. To approve AGAR page 3, Auditors Report.

13. Next steps for the Village Tree Plan

External reports to note:

- CPRE Somerset membership
- Chairs Award – closing date July 2025
- Loneliness report
- Somerset Prepared – notice

The Council is recommended to resolve that under section 1, paragraph 2 of The Public Bodies (admission to meetings) Act 1960, the press and public be excluded from the meeting for the following items of business because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

R Evis Contracted duties

Payment requests as at 27th May 2025

A Groves	Pavillion – planter supplies	25.98
C Halfhide	Cleaning supplies	45.87
P Russell	Audit report	225.00
R Evis	Lengthsman April(sent 15 th May)	318.44

Signed:.....Date:

ASH PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held on Tuesday 6th May 2025 @7.30pm in Ash Pavilion.

Present: Cllrs S Davey, C Halfhide, A Groves, T Groves, Z England. Cllr J Bailey. Absent Cllr A Brittan
Four members of the public.

- 25.81 Election of Chairperson of the Parish Council. It was noted that the Chairman needed to be re-elected:** The Clerk requested nominations: Cllr S Davey was nominated by Cllr C Halfhide and seconded by Cllr Z England. Approved unanimously.
- 25.82 Declaration of acceptance by the Chairperson of the Parish Council.** The declaration was signed, witnessed and filed.
- 25.83 Election of Vice Chairperson of the Parish Council.** Cllr Davey proposed Cllr Halfhide, seconded by Cllr England. Approved unanimously.
- 25.84 Declaration of acceptance by the Vice Chairperson of the Parish Council.** The declaration was signed, witnessed and filed.
- 25.85 Public Question time including Somerset Councillor May report:** No questions were tabled. The Somerset Councillor report had been tabled at the Annual Parish meeting immediately preceding the Parish Council Meeting. Noted that the number of pupils attending Hillview School is not available. There are no noted traffic issues around the school, there may be some outstanding remedial works. The School comes under the Department of Education, not Somerset Council.
- 25.86 Apologies for absence:** None were received.
- 25.87 To receive any declarations of interest and approve dispensations:** Cllr Davey noted an interest in the reimbursement payment for the padlock & chain.
- 25.88 Approval of minutes 07th April 2025.** Noted that the Agenda had the incorrect date, the minutes were approved and signed.
- 25.89 Matters arising(other than those on the agenda).** None noted.
- 25.90 Approval of Policies:** All policies were approved. The Clerk will send the updated file to Cllr A Groves for uploading on the website.
- | | |
|---|--|
| a. Standing Orders | h. Grievance Policy |
| b. Code of Conduct | i. Grant Policy |
| c. Risk Management Policy & Strategy | j. Complaints Policy |
| d. Co-option Policy & application/information | k. Data Protection Policy |
| e. Investment Policy | l. Freedom of Information Policy |
| f. Disciplinary Policy | m. Financial Regulations |
| g. Document retention Policy | n. Health & Safety Policy (inc lone worker) Policy |
- 25.91 Approve Asset Register.** Cllr A Groves noted that there are three defibrillators, including one at Milton. The Clerk will update the Register. Approved.
- 25.92 Matters for Report:**
- a. Martock SID –** To consider a request via Councillor Pearlstone to communicate with Long Load PC re sharing of SID (once operational). Long Load PC have indicated they would like to look at working with Ash on a sharing arrangement of equipment to enable speed watch to be renewed and expanded in Long Load. Cllr Pearlstone was not present. Matter adjourned to future date.
- b. Signage Millennium Wood/play area.** Approved with the addition of: “BBQ’s and or campfires within this area by prior approval only.
- c. HMRC/payroll arrangements:-** The activation code has been received and the payroll submissions brought up to date.

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- d. **Cloud Next** – migrate PC domain update. Cllr Davey updated the Council, Cllr T Groves queried some details - Cllr Davey will revert.
- e. **Approve migration of PC domain to Cloud Next:** Approved in principle. Cllr Davey will check if the PC can use www.ashsomersetpc.gov.uk
- f. **New gate from Main Street to Cemetery:** Cllr T Groves noted that the gate may have been incorrectly installed, limiting access. Cllr Halfhide will speak to the property owner informally to see if a remedy is possible. Access must be usable for all vehicles, currently access is adequate but may be slightly limited in certain situations.
- g. **Pavillion Door replacement:** Cllr Davey will contact the contractor via Cllr Britten.

25.93 Planning decisions report: 25/00474/PAMB Black Hall Milton Lane Ash Martock Somerset TA12 6AL. Prior Approval Notification for the change of use and conversion of existing agricultural building to form 2 No. dwellings. Decision date: 10/04/25. Noted.

25.94 Planning Applications:

Proposal: Demolition of an agricultural building and construction of a new-build dwelling and the change of use of adjoining land from agricultural to residential.

Location: Stone Farm 110 Main Street Ash Martock Somerset TA12 6PB

Applicant: Mr & Mrs D Dunning

Application Type : Full Application

Application Number: 25/00674/FUL

Proposal: Conversion, partial demolition and extension of The Old Stables to provide a single dwellinghouse, together with a change of use of adjoining land.

Location: Stone Farm 110 Main Street Ash Martock Somerset TA12 6PB

Applicant: Mr & Mrs D Dunning

Application Type : Full Application

Application Number: 25/00673/FUL

Mr Dunning was present and explained the rationale and impact of the proposals. It was agreed that the proposals were an improvement to the location and a rational use of the current facilities. No objections raised or noted.

25.95 Finance – To **APPROVE & SIGN** the Bank reconciliations April 2025 – to date, including regular payments. Regular payments to be reviewed at the AGM or when the payment amount changes, whichever is sooner. The reconciliations were approved and signed., Cllr A Groves noted that the ranger invoices should be approved by Cllr A Groves prior to payment. The April invoice was outstanding.

25.96 Finance: The payment requests were approved. The Clerk will set up the online payments for authorisation.

25.97 To approve and sign the Bank statements – April 2025 to date. Approved and signed.

25.98 To approve and sign section 1 Annual Governance of the AGAR, form 3. Approved and signed.
Clerk to submit to Auditor.

25.99 To approve and sign section 2, Accounting Statements of the AGAR Form 3: Approved and signed.
Clerk to submit to Auditor.

25.100 To approve allocation of ring-fenced funds: Approved as detailed below.

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ASH PARISH COUNCIL:TOTAL OF ACCOUNTS AS AT 31ST MARCH 2025	Total at 31/3/2023 91863.69	Budget additions FY2023-24	In year xfer to budget line(-)	Projected Total Reserves at 31/3/2024	Budget additions 2024/5	Total reserves held 31/03/25	
Projects with ring fenced reserves:							
Election (NEW)	0	500	0	£500.00		£500.00	From Budget line @ EoY
Speedwatch (NEW for 24-25)	0	0	0	£0.00	£4,000.00	£4,000.00	£4000 allocation from 24-25 budget
Pavilion refurbishment	£32,401.00	£0.00		£32,401.00	£7,160.82	£39,561.82	£7160.82 increase(25% of total unallocated funds)
Churchyard wall and gate & legal fees	£2,000.00	£0.00		£2,000.00	£1,000.00	£3,000.00	£1,000 allocation from 24-25 budget
Village Car parks fence & maintenance	£5,250.00	£16,727.00	-£5,471.00	£16,506.00	£14,321.64	£30,827.64	£14321.64 increase(50% of total unallocated funds)
Play area enhancement	£5,373.91	£1,000.00	-£1,721.00	£4,652.91		£4,652.91	
Cemetery extension - reinstate burial ground	£8,640.00	£0.00	-£416.08	£8,223.92		£8,223.92	
Defibrillator reserve	£1,973.79	£100.00	-£750.00	£1,323.79		£1,323.79	
SSDC CIL payments	£0.00	£0.00		£0.00		£0.00	
Laptop replacement fund	£150.00	£150.00		£300.00	£150.00	£450.00	£150 allocation from 24-25 budget

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ADMIN RESERVE	£36,075.30	£0.00		£22,609.64	£7,160.82	£29,770.46	£7160.82 increase(25% of total unallocated funds)
TOTAL RESERVES	£91,864.00	£17,977.00	-£8,358.08	£88,517.26	£33,793.28	£122,310.53	ACTUAL @ 31/3/25
Total funds held (£70074.21 + £52236.33+2554.92)	£124,865.46						
Ring fenced funds	£93,667.26						
Balance for allocation	£28,643.27						
Allocation percentages 25%(Pavilion & admin)	£7,160.82						
Allocation percentages 50% (carpark)	£14,321.64						
Current Account C/F	£2,554.93						

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25.101 Parish Matters: To consider and approve the risk assessment for the Village fete: Approved.

25.102 Parish Council matters: To consider applications for co-option: One parishioner expressed an interest in joining the Council by co-option. Advised to email Clerk who will send the necessary documentation for formal consideration at the next PC meeting

25.103 Parish Matters: To discuss Parish facilities maintenance: Cllr A Groves noted that invoices for the ranger contract were not always received in time for approval at the PC meeting. Ranger invoices are approved by Cllr A Groves who checks that the required works have been completed as requested. Payment is approved at the next meeting and noted in the bank reconciliations. It was agreed to invite the Ranger to the next meeting, after the conclusion of the public meeting.

25.104 It was agreed that the meeting dates for the next financial year will be: First Monday of each month except April 2026 when the first Monday is Easter Monday.

- | | |
|-----------------------------------|--|
| a) June 2 nd 2025 | h) January 5 th 2026 |
| b) July 7 th 2025 | i) February 2 nd 2026 |
| c) August 4 th 2025 | j) March 2 nd 2026 |
| d) September 1 st 2025 | k) April 7 th 2026 (6 th is Easter Monday) |
| e) October 6 th 2025 | l) May 4 th 2026 |
| f) November 3 rd 2025 | |
| g) December 1 st 2025 | |

25.105 Parish Council Matters: Actions & Allocations. Clerk to circulate current list for amendment/comment.

25.106 Data Retention Policy re emails: Check policy for discussion at the next meeting.

Meeting closed @ 20.50hrs

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Payment requests as at 27th April 2025

S Davey	Padlock & Chain	£36.58
A Groves	Newsletter printing	£45.00
Bristowes Electrical	Pavilion Lighting	£240.00
A Groves	Gratuity re notice board repair	£22.48
SALC	Annual fee	£307.34
Z Bougourd	Clerk overtime. Y/E & Audit prep(22.5hrs)	£271.44
HMRC	Re Clerk overtime	£67.89
Invoices received after publication of Agenda		
01/05/25	Z Bougourd – reimburse ILCA enrolment	£72.00
01/05/25	Water2Business	£144.27(to be actioned as DD going forward)

Signed:.....Date:

22/24 Appoint Parish Council responsibilities

Councillor responsibilities were appointed as follows:

Clr Andrew – Environment Champion, trees, village hall liaison

Clr Davey – Millennium wood, trees, school liaison, cemetery & churchyard.

Clr A Groves – Grass cutting & ground maintenance, ranger, highways (inc. Speedwatch, village car park, Streetscene), website & IT, pavilion committee

Clr T Groves – Grass cutting & ground maintenance, pavilion committee, planning

Clr Guy – Recreation ground & playground

Clr Halfhide – Finance, budget, pavilion committee, village hall liaison

22/69 Parish Council Matters – To allocate councillor roles and responsibilities (to include new roles)

It was agreed to create a new role of 'Events Co-ordinator' and Cllrs Guy and Humby to take on the role.

22/194 To appoint a Human Resources (HR) Committee

It was decided that an HR representative would be more suitable for a parish council with a single employee, rather than a committee.

RESOLVED: To appoint Clr Humby as the HR representative for Ash Parish Council.



HM Revenue
& Customs

PT Operations North East England
HM Revenue and Customs
BX9 1AN

ASH PARISH COUNCIL
9 REDGATE PARK
CREWKERNE
TA18 7NL

999H9K3TE00005
0006271396



Phone 0300 200 3200
8.30am to 5.00pm, Monday to Thursday
8.30am to 4.30pm, Friday

Web www.gov.uk

Date 20 May 2025
Our Ref 475/ZA69562
Your Ref 475PL00312969

Dear Sir or Madam

Thank you for your letters of the 11 December 2024 requesting your activation code and 12 March 2025 requesting we update your contact information and informing us of payments made to your PAYE account.

To obtain your activation codes or if you have any issues accessing your government gateway, you can self serve at www.gov.uk/log-in-register-hmrc-online-services. Alternatively, you can contact our Online Services Helpdesk on **0300 200 3600**.

I confirm that we have updated your contact details as outlined in your correspondence. I can also advise that your PAYE account is in credit.

You can check your BTA home page under the heading '**PAYE for employers**' you will be able to see upcoming PAYE payments under the heading '**Your upcoming payments**', overdue PAYE payments under the heading '**Your overdue payments**'

You can view all upcoming or overdue PAYE payments by selecting the appropriate links. If you have no upcoming payments you can still make a payment by selecting the 'make a payment on account' link.

You don't need to contact HMRC if there is an overpayment within Real Time Information (RTI) years. Simply reduce the next payment(s) to account for the amount overpaid. This may mean that no payment is due for the next tax month(s).

You only need to contact us if there is insufficient liability to be able to reduce payments or a refund is necessary. For more information go to www.gov.uk/payroll-errors/correcting-payments-to-hmrc. Repayment claims cannot be requested over the phone.

If you need extra support, for example if you have a disability, a mental health condition, or do not speak English/Welsh, go to www.gov.uk and search for 'get help from HMRC'.
Text Relay service prefix number – 18001

FF

You can claim online at **GOV.UK** - search for 'PAYE refund' and select the link for 'Claim for a refund if you've paid HMRC too much on your PAYE bill' to ask for the amount to be repaid or reallocated. This is the quickest and most secure way to deal with their claim.

Yours faithfully

Steve Tait

Join the millions of taxpayers already using their Personal Tax Account to access a range of services. It takes just a few minutes to get started, go to www.gov.uk/personal-tax-account Or you can use the HMRC app.

To find out about the service and standard of behaviour you can expect from us, go to www.gov.uk and search 'HMRC Charter'.

APPENDIX 2 - RETENTION OF DOCUMENTS REQUIRED RELATING TO INFORMATION TECHNOLOGY

In all cases identify the documents that need to be retained in accordance with the Retention of records Schedule (attached at Appendix 1)

DOCUMENT	MINIMUM RETENTION PERIOD	REASON
Email	2 years	In case of complaints
Electronic back up	12 months	To protect records
Electronic files	3 years from date last used	To protect records
All portable/ removable storage media	At end of work cycle or project	Data shall be copied or stored on removable media by authorised users in performance of official duties
Cryptographic Keys – access limited to user/role	Encryption keys must be retained as long as the data that the keys encrypt is retained	Refer to legislation

-ASH PARISH COUNCIL

**GRANT APPLICATION FORM
for Voluntary organisations in the parish**

NAME OF ORGANISATION	Ash in Bloom
CONTACT NAME AND ADDRESS & PHONE NO:	Antoinette Groves Jacaranda Martock Lane Ash TA12 6NR 01935 825020
ORGANISATION ACTIVITIES	To bring people together from all parts of the Parish including the hamlets of Milton, Witcombe, Highway and Durnfield in a common cause to improve, brighten and maintain the overall appearance of our community whilst having some fun in the process.
NUMBER IN ORGANISATION	4
DESCRIPTION OF PROJECT OR PURCHASE AND REASON FOR GRANT	To purchase plants, compost, feed, water retaining crystals, liners and Christmas decorations, replacement lights and batteries for maintaining Ash Parish Planters with Summer planting and Christmas decorations.
TOTAL COST	
AMOUNT OF GRANT REQUESTED	£600 for 2024/2025
HOW MUCH IS TO BE RAISED BY THE ORGANISATION TOWARDS THIS PROJECT	N/A

DESCRIBE HOW YOU WILL RAISE FURTHER MONEY TOWARDS THIS PROJECT	N/A
HAVE YOU APPLIED FOR OTHER LOCAL GOVERNMENT GRANTS TOWARDS THIS PROJECT	No
WHAT ARE YOUR BANK BALANCES AT THE TIME OF APPLICATION	£ 37.31 still outstanding to D&A Groves but left in the bank to keep the account active -32.62
HAVE YOU RECEIVED A GRANT FROM THIS COUNCIL IN THE LAST 5 YEARS	Yes
PLEASE ENCLOSE A COPY OF YOUR LAST 1 YEAR CERTIFIED FULL YEAR ACCOUNTS: NEW GROUPS NOT COMPLETED ONE YEAR WILL BE ACCESSED ON THEIR BANK BALANCE	Attached
PLEASE USE THIS REMAINING SPACE TO GIVE ANY ADDITIONAL INFORMATION RELATING TO YOUR APPLICATION	
SIGNED Dated 26/05/2025	Antoinette Groves
POSITION	Chair of Ash in Bloom

Summary Feb 2023 - Feb 2025

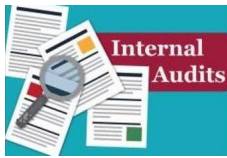
		Income	Expenditure	
Funds Brought Forward from 2023 - 2024		604.69		
Late payment Ash PC for 2023/2024 Paid in May 2024		500.00		
Batteries Christmas lights	Paulls of Martock		29.94	D & A Mastercard
Plants	Brimsmore		39.00	D & A Mastercard
Plants	Plants Galore		33.85	D & A Mastercard
Plants	Plants Galore		24.85	D & A Mastercard
Plants	Plants Galore		127.45	D & A Mastercard
Plants	Plants Galore		37.45	D & A Mastercard
Hardboard Fallen Cutout repair	Wicks		13.50	D & A Mastercard
Santa Christmas sweets	B&M		44.00	D & A Mastercard
Batteries Christmas Lights	B&M		30.00	D & A Mastercard
Plants	Plants Galore		301.05	D & A Mastercard
Plants	Plants Galore		53.95	D & A Mastercard
Plants	Plants Galore		46.95	D & A Mastercard
Plants	Plants Galore		36.90	D & A Mastercard
Plants Compost & Fed	Plants Galore		81.95	D & A Mastercard
Compost	Plants Galore		52.00	D & A Mastercard
Plants, Fed Water retaining Gel	Plants Galore		116.60	D & A Mastercard
Plants	B&Q		49.97	D & A Mastercard
Plants	Plants Galore		17.90	D & A Mastercard
		1,104.69	1,137.31	-32.62
Payment May 2025 to D&A Groves	Reimburshment		1,100.00	37.31 outstanding

Parish Council Street Scene fund for 2023/2024 paid in May 2024	500.00
Parish Council Street Scene fund for 2023/2024/2025	£600 Grant payment a
Parish Council Street Scene fund for 2025/2026	To be applied for 4th Qu
	500.00

Ash PC May 2025 Bank recs for signature					
Date	Type	Payee	Description	Money rec'd	Payments
07/05/2025		500073		80	
07/05/2025	DEB	Landline			6.5
08/05/2025	FPO	HMRC - overtime			67.89
08/05/2025	FPO	Water2 Business			144.27
08/05/2025	FPO	Clerk			343.44
08/05/2025	FPO	SLCC			307.34
08/05/2025	FPO	A Groves refund/gratuity			22.48
08/05/2025	FPO	Bristowes			240
08/05/2025	FPO	T Groves	Printing		45
08/05/2025	FPO	S Davey	Padlock refund		36.58
12/05/2025	FPI	M Trusson		30	
16/05/2025	FPI	Ash U14s		90	
17/05/2025	FPI	Tintinull Thunder		210	
18/05/2025	FPI	Tintinhull Dragons		345	
19/05/2025	PAY	Bank charges			13.72
27/05/2025	DD	British Gas			145.99
				755	1373.21
Opening Balance					
May 06th 2025	4242.37				
INCOME	755				
EXPENDITURE	1373.21				
BALANCE C/F	3624.16				
SIGNED					
NAME					
DATE					

| Regular payment

Instant Call savings account					
Date	Type	Payee	Money rec	Payments	
08/04/2025	Transfer to C/A			1200	
09/05/2025	Interest		57.58		
16/04/2025	Precept		50000		
08/05/2025	Interest		81.34		
			50138.92	1200	
Opening balance		70074.21			
Income		50138.92			
Transfers		1200			
Closing balance		119013.1			



Zannette Bougourd
Clerk to Ash Parish Council
Ash Parish Council

27th May 2025

Dear Zannette,

Ash Parish Council End of Year Audit May 2025

Parish & Town Auditing Services have been appointed to undertake the internal audit for Ash Parish Council. The End of Year audit was completed on 27th May 2025.

I can confirm that I am independent of the Parish Council.

As stated in the Letter of Engagement letter, the scope of our work is limited to completing the audit testing and enquiries we deem necessary to complete Section 4 of the Annual Report for Local Councils in England. We do not provide assurance over or accept responsibility for areas of work not included in this scope, unless specifically agreed with the Council during the financial year. In providing internal audit services we are not conducting a financial statement audit in accordance with standards and guidelines issued by the Audit Practices Board and our procedures are not designed to provide assurance over the reliability and quality of your financial statements. This will be undertaken by the Council's appointed External Auditor.

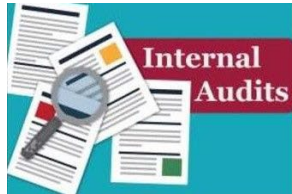
We are required by the Annual Internal Audit Report included in the Annual Governance and Accountability Return (AGAR) to review controls in place at the Council against predefined control assertions. These controls are included in the following report.

Thank you for all the information you have provided. I would be grateful if you could present this report at the next available meeting of Full Council.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Paul Russell'.

Paul Russell, Internal Auditor



A. Appropriate accounting records have been properly kept throughout the financial year.

The Council maintains its financial records using a spreadsheet.

I income and expenditure balances to the cashbook and is reconciled to the bank statements on a regular basis.

There is an audit trail from the accounts to supporting documentation such as invoices.

The Council is provided with monthly financial updates and these are minuted.

The opening balances in the cashbook agreed back to 2023/24.

A sample of invoices have been inspected against the accounts for payment. No material differences were identified.

The accuracy of the year-end bank reconciliation details has been verified and accurate disclosure of the combined cash and bank balances have been stated in the AGAR, section 2, line 8. (£124,865)

The Council has met this control objective.

B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.

The Financial Regulations are based on the latest versions of the NALC templates and have been reviewed.

Standing Orders are based on an older version of the NALC model. The limits between the two documents do not match.

Recommended that Standing Orders be reviewed and that Standing Order 18 is updated to reflect Section 5 of the Financial Regulations.

Please note that from 24th February 2025, both above and below threshold notices for new UK procurements will need to be published on Find a Tender: [Find a Tender](#)

All other payments under Box 6 of the AGAR have reduced from £45,359 to £24,508. This will require a variance explanation.

Invoices are recorded on the spreadsheet and list of payments are presented to Full Council at each meeting for approval.

A sample test has been undertaken and the following is confirmed:

- Payment agreed to the invoice.

- A sample of Payments have been checked against the bank statements to verify accuracy.
- Expenditure is appropriate.

The Council does not currently have a debit or credit card in place.

The Council is not registered for VAT and submits a VAT claim normally on an annual basis to HMRC. A VAT claim of £875.80 has been submitted. The previous year's claim was received.

The Council has met the requirements of this control objective.

C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these

The Council has a Risk Register in place and this has been updated.

The Council is insured through Gallaghers/Hiscox on a standard local council package for employer liability and public liability. Adequate cover is provided and the policy was in date at time of audit.

The Council has met this control objective.

D. The precept or rates requirement resulted from an adequate budgetary process, progress against the budget was regularly monitored and reserves were appropriate

Council had initial balances of £88,517 at the beginning of the year and these have increased to £124,865.

End of year bank balances are as follows:

ACCOUNT	AMOUNT
Lloyds Instant	£2,554.92
Lloyds Business	£70,074.21
Lloyds Reserve	£52,236.33
	£124,865.46

The Council has Earmarked Reserves in place.

The 2025/26 precept was approved on 6th January 2025 (minute 24/182).

Confirmation of the approval of the 2024/25 precept could not be confirmed as the website links are not working. **Recommend that this be addressed as a matter of urgency.**

Budget Monitoring reports are presented to Council on a regular basis alongside bank reconciliations.

The Council has met this control objective.

E. Expected income was fully received, based on correct prices, properly recorded and promptly banked and VAT was appropriately accounted for.

Precept as stated in box 2 is £50,900. This has been agreed to third party documentation provided by central government.

Income per box 3 to the accounts was £14,821. Other income received in 2023/24 was 9,670. An explanation regarding this variance will be required.

A sample has been tested during the year from the cashbook. The transactions were selected randomly and included items from each month of the 2024/25 financial year. No material differences were identified.

The Council has met this control objective.

F – Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.

The Council does not operate a petty cash account. **Not covered.**

The Council has met this control objective.

G - Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.

Staff costs per box 4 to the accounts were £4,865 compared to the previous year of £11,381.

The Council has experienced some issues with HMRC with submitting the electronic returns. Since September 2024 the Clerk has been trying to get Ash onto the HMRC PAYE site. The details were out of date and it is proving difficult to obtain a new authorisation code. The aim was to return PAYE inhouse to help reduce costs. This work is in progress.

Hard copies of the return amounts have been submitted to HMRC for the current year and payslips have been provided.

The Council has met this control objective.

H - Asset and investments registers were complete and accurate and properly maintained.

The asset register has been reviewed and updated to include purchases during the year. The Fixed Assets box 9 is stated as £334,092 for 2024/25.

The Council has met this control objective.

I – Periodic bank account reconciliations were properly carried out during the year.

The Council has no outstanding loans.

Bank accounts need to be reconciled on a regular basis. Bank balances have been provided to Full Council and minuted.

The Council has met this control objective.

J - Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.

Ash Parish Council prepares its annual accounts on a receipts and payments basis as required as it has a turnover of less than £200,000 per annum.

An adequate audit trail is in place with appropriate records provided.

The Council has met this control objective.

K: If the authority certified itself as exempt from a limited assurance review in 2023/24, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2023/24 AGAR tick “not covered”).

The Council is subject to a limited assurance review. **Not covered.**

L: The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation

Smaller authorities should publish:

- All items of expenditure above £100 (published as part of minutes);
- End of year accounts (published)
- Annual governance statement (published)
- Internal audit report (published)
- List of councillor or member responsibilities (published)
- Details of public land and building assets (published)
- Minutes, agendas and meeting papers of formal meetings (published)

Whist all the above has links on the Council website many of those links are not operational. This must be addressed as a matter of urgency.

At the time of the audit the Council has not met this control objective.

M – In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations (during the 2024-25 AGAR period, were public rights in relation to the 2023-24 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).

The Council published Sections 1 & 2 of the AGAR and the internal audit report.

The Public Notice is published on the Council's website. Dates were minuted as Monday 24th June to Friday 5th August 2024. **This should have read Friday 2nd August 2024.** This does not meet the 30 statutory days notice requirement and it was correctly minuted.

The web link to the public notice is not working.

The Council has not met this control objective.

N: The authority has complied with the publication requirements for 2023/24 AGAR (see AGAR Page 1 Guidance Notes)

The Council has published AGAR documentation from 2019/20 and meets the 5 year publication requirement. **However, the links are not working.**

Under the Accounts and Audit Regulations 2015, authorities must publish the following information on the authority website/webpage:

Before 1 July 2024 authorities must publish:

- Notice of the period for the exercise of public rights and a declaration that the accounting statements are as yet unaudited (published);
- Section 1 - Annual Governance Statement 2023/24, approved and signed (published)
- Section 2 - Accounting Statements 2023/24, approved and signed (published)

Not later than 30 September 2024 authorities must publish:

- Notice of conclusion of audit (published)
- Section 3 - External Auditor Report and Certificate (published)
- Sections 1 and 2 of AGAR including any amendments as a result of the limited assurance review. (published)

However, at the time of audit the weblinks were not working so unfortunately the Council has not met the control objective.

The Council has not met this control objective.

O – (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.

The Council is not a sole trustee. **Not applicable.**

Annual Internal Audit Report 2024/25

EMT Ash Parish Council

https://ashpcsomerset.com/ash-parish-council/ WEBSITE/WEBPAGE ADDRESS

During the financial year ended 31 March 2025, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2024/25 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	✓		
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2023/24, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2023/24 AGAR tick "not covered")			✓
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.		✓	
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations (during the 2024-25 AGAR period, were public rights in relation to the 2023-24 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).		✓	
N. The authority has complied with the publication requirements for 2023/24 AGAR (see AGAR Page 1 Guidance Notes).		✓	
O. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable
			✓

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

27/05/2025

Name of person who carried out the internal audit

Paul Russell

Signature of person who carried out the internal audit



Date

27/05/2025

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Together we'll help Somerset's countryside thrive

Joining CPRE Somerset is one of the best ways to protect and celebrate the countryside you love. Membership starts at just £5 a month for individuals.

Member benefits

- Countryside Voices magazine plus local newsletters
- Discounted entry to national attractions & gardens
- Invitations to Somerset events
- Membership of the local and national CPRE charities

photo by Rachel Hensman

Help us shape a greener future for Somerset

Join us today!

photo by Sally Lewis



The countryside charity
Somerset

To join, simply return the enclosed form or go online
www.cpresomerset.org.uk



The countryside charity
Somerset



We're campaigning for a countryside we can all enjoy

We speak up for Somerset's countryside and rural communities

We're passionate about our wonderful countryside but that doesn't mean we want to see it frozen in time.

We want quality, affordable rural housing in the right place. That means using brownfield land before losing even more green fields. We want solar panels on rooftops, not on farmland.

We speak out against inappropriate development that threatens our villages, landscapes, green spaces and dark skies.

We help local communities defend the character of their countryside.

CPRE Somerset is an independent charity, based here in Somerset. We are also part of CPRE, the Campaign to Protect Rural England. This combination of local knowledge with national influence means we really punch above our weight!. If you join us, you will have the bonus of becoming a member of both charities.

We cannot thank you enough for your time and energy that you gave to protecting our village. You did an amazing job. We are all very proud of CPRE and for what you stand for.

Local resident, Evercreech

With your support, we can achieve even more

We've been a powerful voice for the English countryside for almost a century. Help us shout even louder!

CPRE led early campaigns to bring about National Parks, National Landscapes, Green Belts, the Countryside Code and our planning system. These remain at the heart of protecting our countryside today.

Here in Somerset, we work on around 40 planning cases each year, across the whole county. We attend planning meetings and support local voices. We support sustainable development that enriches rural life but we fight against schemes that are badly-designed, out of scale and in the wrong place.

We arrange events, walks and talks to share ideas so we can all work together to help Somerset's countryside and villages to thrive.

We're making a real difference

- our small army of litter volunteers are cleaning our countryside every week!
- our grants help Parish Councils restore our historic signposts.

Join CPRE Somerset

Let's work together for Somerset's countryside



Thank you for choosing to become a member of CPRE, the countryside charity.

Your support will help us to keep our beautiful countryside thriving, for the benefit of all. Please fill in the form below to set up your membership. Please see overleaf for the benefits you'll receive and to sign up for Gift Aid.

Your details

Individual/Household/Parish Council/Organisation
(Please delete as appropriate)

Organisation name:

Title: First name:

Surname:

Address:

Postcode:

Additional names (household membership only):

Direct Debit is the easiest way to pay and helps us plan our work.

Please tell us how much you'd like to give.

Membership of CPRE, the countryside charity, starts at £60 per year for individuals or £84 per year for households, but the more you are able to give, the more we can do to help the countryside thrive, today and for generations to come.

I wish to pay a Direct Debit of:

- £60 annually
 £5 monthly
 £84 annually
 £7 monthly
 I'd rather pay £ annually/monthly

Please complete the Direct Debit form below.



The countryside charity

Instruction to your bank or building society to pay by Direct Debit



Name and full postal address of your bank or building society

TO: THE MANAGER BANK/BUILDING SOCIETY

ADDRESS

POSTCODE

Name(s) of account holder(s)

Branch sort code

Bank/building society account number

Service user number

Reference (for office use only)

Instruction to your Bank or Building Society

Please pay CPRE Direct Debits from the account detailed in this instruction to the safeguards assured by the Direct Debit Guarantee. I understand that this instruction may remain with CPRE and, if so, details will be passed electronically to my bank / building society.

SIGNATURE(S)

DATE

Banks and Building Societies may not accept Direct Debit instructions for some types of account.

Prefer to pay a one-off amount by card or cheque? Please complete your payment details below.

- £60* annually
 £84 annually
 I'd rather pay £ annually

Please indicate how you'd like to pay:

- I have enclosed a cheque made payable to CPRE
 Credit/Debit card (please enter your card details below). Card type: Visa / Mastercard (please circle)

Card Number

Start Date (where applicable)

Expiry Date

Name on card

Signature

*Recommended minimum. In order to receive copies of our magazine Countryside Voices you will need to donate a minimum of £60 a year.



How did you hear about us? (e.g. social media, local CPRE group, other):

Boost your donation by 25p of Gift Aid for every £1 you donate. Simply tick the box and complete the declaration below. Thank you!

giftaid it

Please treat as Gift Aid all donations and subscriptions I make from the date of this declaration, until I notify you otherwise.

I am a UK tax payer and understand that if I pay less Income Tax and/or Capital Gains Tax than the amount of Gift Aid claimed on all my donations in that tax year it is my responsibility to pay any difference. If your circumstances change, or you want to cancel your declaration, please contact us on 0800 163680. Full name of taxpayer: Signature:

Date: _____

Staying in touch

Your support is important to us so we would like to keep in touch. CPRE, the countryside charity, and your local CPRE group will write to you about your membership and other things we think would be of interest to you. This may include sending you information about our work, campaigns, fundraising, events and other ways you can help us to promote, enhance and protect the countryside for everyone's benefit.

Please let us know below if you would also be happy to hear from us by:

Email Yes My email: _____

Phone Yes My phone no: _____

Don't forget you can choose to change how we communicate with you or ask to stop hearing from us at any time. Simply email us at supportercare@cpre.org.uk or call 0800 163680.

The benefits of your membership

As well as helping our countryside to thrive, as a CPRE member you can receive:

- Membership of your local CPRE group and the national CPRE charity
- Regular issues of our magazine, Countryside Voices
- Our regular monthly e-newsletter, Campaigns Update.
- Discounted entry to around 100 houses, gardens and other attractions (only available to individual and household membership).



Your membership

CPRE is a national charity with a regional network – we have a local CPRE group in every county of England. When you join CPRE you also become a member of your local group. If you would prefer to belong to a different group from where you are based, please write your preferred county here:

Upon returning this membership form, your data will be passed to your CPRE group for membership and so they can stay in touch. All CPRE groups are separate registered charities, with the exception of Durham and Northumberland.

Please be assured we do not share, sell or swap your information with other organisations outside of CPRE and our regional network.

Your Privacy: CPRE, the countryside charity, holds and manages your details in accordance with the Data Protection Act 2018 and the General Data Protection Regulation (GDPR). To find out more about how we manage your personal information please see our Privacy Policy at www.cpre.org.uk/privacypolicy

Please complete this form and return to:

Freepost Plus RUCX-XTZA-CSLZ, Supporter Care, CPRE The countryside charity, 15-21 Provost Street, London, N1 7NH

Campaign to Protect Rural England, a company limited by guarantee, registered in England 04302973. Registered charity number 1089685.





Chair's Award for Service to the Community Nomination Form 2025

Details of Nominee or Key Contact of Group Nominee

Full Name/Group Name <i>Including title</i>				
Address				
Town			Postcode	
Telephone				
Mobile				
Email				
District <i>(highlight as appropriate)</i>	Mendip	Sedgemoor	South Somerset	Taunton Deane & West Somerset

Details of Nominator

Details of Seconder

	Details of Nominator	Details of Seconder
Full name <i>Including title</i>		
Address		
Town		
Postcode		
Telephone		
Mobile		
Email		
Relationship to nominee/Group		

Please set out the main reason you believe the nominee or Group deserve an award. It is important that you give as much detail as possible about what your nominee or Group has achieved which makes them stand out against others.

I declare the details in this form are correct and to the best of my knowledge

	Nominator	Seconder
Name		
Date		

Closing date for applications is Friday 18th July 2025

Please return completed forms via email to: Stephanie Gold – civicooffice1@somerset.gov.uk
Or by post to: Stephanie Gold, Somerset Council, County Hall, 2 The Crescent, Taunton, TA1 4DY



Chair's Award for Service to the Community Nomination Form 2025

CITATION

Please provide a citation (**50 – 70 words**) which will be read out at the Award Ceremony if the nomination is successful. Please keep this as short as possible, due to the time constraints on the evening.

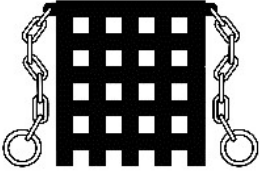
CITATION FOR: (INDIVIDUAL OR GROUP NAME)

N.B. Photographs taken during the event will be sent to award recipients via email, following the ceremony.

Please ensure email address and full contact details are provided on page 1 of this nomination form.

Closing date for applications is Friday 18th July 2025

Please return completed forms via email to: Stephanie Gold – civicooffice1@somerset.gov.uk
Or by post to: Stephanie Gold, Somerset Council, County Hall, 2 The Crescent, Taunton, TA1 4DY



LANGPORT TOWN COUNCIL
Langport Town Hall, Bow Street, Langport TA10 9PR
Telephone: 01458 259700
Email: office@langport.life

27th May 2025

Dear Clerk

Re: Activities in Levels and Moors “Aims”

I am writing to you because your parish forms part of the “Levels and Moors Local Community Network” which I chair.

Our LCN has won a grant from SALC with the intention to reduce loneliness in this area. Our idea is to get together a list of the all the activities held in the parishes within The Levels and Moors LCN with the aim to make it easier for those interested to participate. For example, if there is a Gardening Society in Martock (there is) or a Bowls Club in Somerton (there is) or a Bridge Club in Langport (there is) then any member of any of our 34 parishes can easily look up where they might be able to go to meet people with similar interests.

I am writing to you to enquire if a list of activities exists for you parish and, if not, whether I invite your help in compiling it. Please direct me to what you have and if it doesn't exist could I ask you to contact Morag Kelly on office@langport.life so we can best resolve how to put one together. I was further wondering if your parish could nominate a councillor who could be our first point of contact in your Parish for this project.

What we are going to need in the final event is the information below for each activity. Activities that are restricted so that only members of your Parish can participate need not be listed.

Activity Name e.g. Huish and Langport Cricket Club

Activity Type e.g. Cricket Club

Activity description e.g. A small but perfectly formed village cricket club that has one team in the Somerset League – we are always looking for new players.

Any membership or participation requirements: e.g. To play for HLCC you cannot be registered with another Somerset League club. Club membership is £20 per year with a £5 fee payable foreach match. Playing League cricket does require skills a little above beginner level – in our case not that much.

Activity organiser contact: Name: Phone number: Email

e.g. Sean Dromgoole, 07798793116, sean@someresearch.co.uk

I thank you in advance for your help with our project to reduce loneliness in our area.

Best

Sean D

Chair Levels and Moors LCN

Events, Events, Events! Somerset Prepared May/June 2025 Newsletter

From Somerset Prepared <info@somersetprepared.org.uk>

Date Fri 5/2/2025 1:29 PM

To clerk@ashpcsomerset.com <clerk@ashpcsomerset.com>

Display problems? [View this newsletter in your browser.](#)

Somerset Prepared



May/June 2025 Newsletter

Welcome to our May/June 2025 update. Inside you will find our partner news, information about our latest events and more. The headline diary dates for this newsletter are our two Resilience Roadshows in Minehead and West Coker. These both feature a general drop-in session for your resilience questions, Emergency Plan advice and updates on all things to do with emergency preparedness. Each also has a dedicated Flood Warden workshop which is a great intro or refresher for anyone interested in this community role. Find out more and sign up below!

If you have any queries about this or any of the other features in our newsletter, please get in touch at somersetprepared@somerset.gov.uk. We would also welcome submissions or suggestions for future topics.

Best wishes,

*Somerset Emergency Planning, Response and Recovery team
& Somerset Prepared Partners*



Spring at Lytes Cary

Resilience Roadshows 2025

This summer sees two Resilience Roadshows - your chance to talk face-to-face about resilience with representatives from the Environment Agency, Somerset Council, Somerset Rivers Authority, Somerset Wildlife Trust, the Emergency Volunteer Action Group, the Farming and Wildlife Advisory Group SW, and Avon and Somerset Police. Alongside the drop-in session, each also has a Flood Warden workshop. This is free but you do need to book to attend. See the posters below for more information and to book the workshops.

SOMERSET PREPARED RESILIENCE ROADSHOW

RESILIENCE DROP-IN 10.30AM - 12PM

FLOOD WARDEN WORKSHOP 12.30PM - 2.30PM

19 June 2025

Minehead Community Hall, Irnham
Road, Minehead, TA24 5DW

This event is your One-Stop-Shop for Emergency Preparedness and Resilience information. Drop in anytime between 10.30am and 12 noon to chat to experts and ask your resilience questions, and attend the Flood Warden workshop from 12.30-2.30pm.

Somerset Prepared partners attending will include Somerset Council, Somerset Rivers Authority, the Environment Agency, EVAG, and Avon and Somerset Police.

If you are a resident, Flood Warden, Parish, Town, or City Councillor please join us for a cuppa & cake & learning.

Book the Flood Warden workshop here:



EMERGENCY
GRAB BAG



www.Somerset
Prepared.org.uk

SOMERSET PREPARED RESILIENCE ROADSHOW

RESILIENCE DROP-IN 4-6PM

FLOOD WARDEN WORKSHOP 6.30 - 8.30PM

Tuesday 8 July 2025

High Street, West Coker, Yeovil,
Somerset BA22 9AS

This event is your One-Stop-Shop for Emergency Preparedness and Resilience information. Drop in anytime between 4pm and 6pm to chat to experts and ask your resilience questions, and attend the Flood Warden workshop from 6.30pm - 20.30pm.

Somerset Prepared partners attending will include Somerset Council, Somerset Rivers Authority, the Environment Agency, EVAG, and Avon and Somerset Police.

If you are a resident, Flood Warden, Parish, Town, or City Councillor please join us for a cuppa & cake & learning.

Book the Flood Warden workshop here:



Community Emergency Plan Workshop 20th May 2025 at Mudford Village Hall

This workshop is for councillors, clerks and other community representatives and includes the following content:

- Demonstration by Rotary EVAG showcasing some of the Property Flood Resilience products they supply to households.

- Overview of the Emergency Planning system and how this relates to response at a community level.
- Workshop to start writing your Community Emergency Plan, using flooding as the worked example. Parishes leave with a partly completed plan and the knowledge to be able to continue to work on it.

The session runs from **6-9pm** and includes **tea and cake**. To find out more or ask about spaces please email Bel.deering@somerset.gov.uk or Paul.elliston@somerset.gov.uk



Somerset Prepared Community Resilience Awards - info coming soon!

SOMERSET PREPARED COMMUNITY RESILIENCE DAY 2025

Wednesday 15 October 2025

9.15am - 4pm

Taunton Racecourse Conference Centre, TA3 7BL

Help Somerset become stronger and more resilient.

Parish, Town, City Council and Community Group representatives are invited to attend this free resilience and emergency planning-focussed event. The day features a wide range of workshops networking opportunities and equipment demonstrations.

Book your free ticket here:
<http://bit.ly/3YaSO81>



somersetprepared@somerset.gov.uk
www.somersetprepared.org.uk



Partner Update from Devon and Somerset Fire & Rescue Service

Devon and Somerset Fire & Rescue Service: Wildfire Warriors Campaign

With rising temperatures and increasingly dry weather, the risk of wildfires in the South West has grown significantly recently. In response to this risk, we have launched our "Wildfire Warriors" campaign, which focusses on raising awareness and promoting safe, responsible behaviour to help reduce the risk across the region.

At the heart of the Wildfire Warriors campaign is the message that everyone has a role to play in preventing wildfires, from walkers, campers, cyclists, residents, tourists or landowners – everyone's actions can make a real difference. Wildfires can have a devastating effect on our countryside – destroying precious habitats, threatening wildlife, damaging property, and endangering lives.

Common causes of wildfires include discarded cigarettes, unattended or discarded disposable barbecues, campfires, and even litter such as glass bottles which can concentrate sunlight and ignite dry vegetation. Through our Wildfire Warriors campaign, we are sharing practical safety advice via social media, public signage, community talks, and local events to help educate members of the public and increase awareness.

We are asking members of the public to follow some simple steps as part of our campaign:

Avoid using disposable barbecues and choose a picnic instead.

- Take litter home with you – shiny objects can reflect sunlight and spark fires.
- Fully extinguish cigarettes, bin fires can start quickly.
- Avoid open fires – especially in dry grassland areas.
- If you see a fire, stay away, call 999 and ask for the Fire Service.

We are encouraging everyone to be a Wildfire Warrior and do their part to keep each other safe and protect our beautiful landscapes. Together we can ensure that the natural beauty of countryside is preserved for future generations.

For more information please visit our website.

Partner Update from the Environment Agency

The Environment Agency's local Wessex Flood Resilience team offers support to communities, businesses and residents at risk of flooding. This includes providing advice and guidance for flood wardens and community volunteers, and help with emergency planning. They send out a quarterly newsletter full of news, events and advice, and regularly host online sessions on a variety of flood-related topics. The next of these online sessions will be about Property Flood Resilience on 19 June, and they will also be holding a drop-in for flood wardens at the Bridgwater office on 5th June as part of National Volunteers Week. For more information or to reserve a spot at any of these events, contact the Flood Resilience team at floodwessex@environment-agency.gov.uk.

Flood Warden & Community Volunteer Lunch and Learn Session

Property Flood Resilience

June 2025



Partner Update from EVAG

EVAG - the registered charity formed by Rotary and Inner Wheel - distributes flood resilience kit to threatened households in Somerset.

Thanks to some generous grants, 80% of the cost of kit issues is free of charge to the household, reducing substantially the cost of flood protection. Voluntary donations are invited towards the remaining 20%, funded from EVAG funds.

Threatened households which have not yet registered their interest can do so by contacting our partners, Somerset Prepared so that they may be visited by our team.

Partner Update from Communities Prepared



PROVIDING FREE SUPPORT TO COMMUNITIES, TO PREPARE FOR, RESPOND TO AND RECOVER FROM EMERGENCIES



MONTHLY LIVE ZOOM SESSIONS

Online training and workshops covering a wide range of topics.



SELF-LED COURSES AND RESOURCES

Online self-led courses and downloadable resources, accessible anytime.

TOPICS INCLUDE

- INTRO TO RESILIENCE
- STORMS
- YOUTH CONTENT
- POWER OUTAGE
- VOLUNTEERING
- FLOODING
- HEATWAVES
- COLD WEATHER
- EMERGENCY PLANNING
- AND MORE

SIGN UP ON OUR WEBSITE

www.communitiesprepared.org.uk

Follow us



Get in touch

communitiesprepared@groundwork.org.uk

FAO:



Request from SALC

Please can parish and town council representatives complete the below survey about emergency preparedness. The survey has been kept brief, and with 20 questions takes around nine minutes to complete. It will remain anonymous and asks no questions that identify any individual council.

Please paste this link into your browser to take part: https://lse.eu.qualtrics.com/jfe/form/SV_d0Z5GPLm69DKs2G

Finally - take three actions to help

This spring here are three things you can do to make a difference for your community:

- Add this date to your diary: **15th October 2025**. This is the date of our next Resilience Day at Taunton Racecourse Conference Centre.
- Book onto one of our Flood Warden Workshops (see above)
- Sign up for a Communities Prepared course (see above)



Have your say - We would love your feedback!

Have your say on what you'd like to see in these newsletters and the website. We are always looking for collaboration and communities, projects or events to highlight so please [contact us](#) and let us know.

Featured images

Here at somerset prepared we like to feature somerset in all its glory! Do you have an image of Somerset you would like to share? Send your images to somersetprepared@somerset.gov.uk for a chance to be featured!



[Unsubscribe from this newsletter](#)

Emergency Planning, Response and Recovery
Somerset Council
County Hall
PP B3S 5