

WILLITON PARISH COUNCIL

Minutes of the Annual Council Meeting held on 18th May 2015 at 7.00 pm
at the Council Chamber, Killick Way, Williton.

Attendees:

Councillors	McDonald (Chair), Aldridge, Bennett, Bigwood, Denton, Kirkham, Koch, Peeks, Perrett, Richards, Vaughan and White (arrived during item 15/10.9)
SCC	None
WSC	Cllr Ian Aldridge
Avon and Somerset Constabulary	None
Press	Mrs Cilla Webb
Clerk	Mrs Michelle Francis
Public	None
Other	None

Apologies:

Councillors Cllr Davies, PCSO Thompson, Derek Cridland

Eleven nominations had been received for the recent election and no election was called.

15/01 Election of Chairman

Cllr McDonald was unanimously elected as Chairman after a proposal by Cllr Koch, seconded by Cllr Denton and duly signed the Declaration of Office.

15/02 Co-option of new member

An application had been received from David Kirkham and after a proposal by Cllr Peeks, seconded by Cllr Aldridge; he was duly co-opted to the Council. As Cllr Kirkham was present at the meeting he was able to take part.

15/03 Declaration of Acceptance of members

Declarations of Acceptance were duly signed by most members. It was **resolved** any outstanding Declarations were to be submitted to the Clerk by Tuesday 26th May 2015. It was noted dispensation forms would be required by Cllr Peeks and Cllr Richards.

15/04 Election of Vice Chairman

Cllr Vaughan was unanimously elected as Vice Chairman after a proposal by Cllr Koch, seconded by Cllr Aldridge.

15/05 Appointment of Councillors to Committees

15/05.1 Councillors Aldridge, Bennett, Denton, Perrett and Vaughan were duly elected to the Finance and Administration Committee with Cllr McDonald as ex officio member. The Personnel Committee would be elected by the Committee members.

15/05.2 Councillors Bigwood, Kirkham, Koch, Peeks, Richards and White were duly elected to the Environment and Planning Committee with Cllrs McDonald and Vaughan as ex officio members. The Appeals Panel would be agreed by the Committee members.

Meeting dates were agreed and it was **resolved** to hold future meetings in the Parish Office, unless the need arose to use the Chamber.

15/06 Appointment of Representatives to Outside Bodies

It was **resolved** to appoint representatives as follows:

Health & Safety Representative	Aldridge, Bennett
Highway Liaison Contact	Aldridge
Rights of Way Representatives	Peeks
SCC Parish Paths Liaison Officer	Peeks
Watchet/Williton/Quantocks Area Panel	Koch, Perrett
SALC	Kirkham, Koch
Williton Regeneration Forum	McDonald, Peeks
Wyndham Charity	McDonald
St Decumans Charity	Derek Cridland
Twinning Association	Bigwood
A39 Police Emergency Planning	Denton, Richards
Magna Housing Association	McDonald
West Somerset Voluntary Sector Forum	McDonald
Pupil Parliament/ Youth Groups	Denton
EDF/Hinkley Point	McDonald
Pavilion Working Group	Koch, McDonald, Peeks, Richards, Vaughan, White
Archie Project	Vaughan
Parish Plan	McDonald
Contractor Liaison Officers	Kirkham, McDonald

15/07 Apologies as noted above.

15/08 Declarations of Interest

Name	Agenda Item	Interest	Action
Cllr Peeks	15/10.3 & 15/10.5	Pecuniary, WSC Employee	Left Room
Cllr Richards	15/10.3 & 15/10.5	Pecuniary, WSC Employee	Left Room

15/09 Approval of the Minutes of the Meeting held on 7th April 2015

After a proposal from Cllr Vaughan, seconded by Cllr Bennett, it was unanimously **resolved** to approve the minutes.

15/10 Matters to Report from the Minutes

- 15/10.1 (Item 14/236.1) Hinkley A Cllr Bennett voiced concern that workers had recently been laid off and the no contractual obligation had been signed. A discussion took place regarding the National Planning Policy. It was **resolved** the Clerk would write to Cllr Davies, copied to Ian Liddell-Grainger MP, asking for an update on the situation.
- 15/10.2 (Item 14/236.2) Flood Plan Cllr McDonald reported on a recent meeting and discussions about ‘tagging’ drains, which meant members of the public could report problems easier. It was further reported that five new members had now joined the group. Equipment from the CRISP grant had been purchased and a presentation was made at the Parish Office on the 14th May. A report would be forwarded to the West Somerset Free Press. It was noted sand hoppers and a wheelbarrow had been received by Civil Contingencies Unit.
- 15/10.3 (Item 14/236.3) Weekend Car Park Charges No further report.
- 15/10.4 (Item 14/236.4) Regional Youth Council It was **resolved** to note that £1,500.00 grant money had been received, the remainder was anticipated by August,
- 15/10.5 (Item 14/236.5) Meeting to look at public Toilets It was **resolved** to note a reply from Cllr Mills had been received advising “no savings would be made as the other toilet would still need to be locked under the current arrangements”. A discussion took place and it was **resolved** that as both toilets were equipped for disabled use, it would be beneficial to have both toilets open and available for use by all. After a proposal from Cllr Koch, seconded by Cllr McDonald, it was **resolved** to request the removal of the radar key to enable both toilets to be open and available.
- 15/10.6 (Item 14/236.6) Mobile Youth Projects It was **resolved** to note a resolution had been reached; the ramps were being used for the Youth Club at Danesfield.
- 15/10.7 (Item 14/236.7) Defibrillator The Clerk reported that 15 people had requested the training, but group sizes had to be kept below 12 so two courses would be run, the first being on Saturday 6th June at 10am. The second date had yet to be agreed.

- 15/10.8 (Item 14/249) Street Art in the Tractor Shed After a proposal from Cllr Peeks it was **resolved** to ask David Gliddon if he would be able to offer any storage.
- 15/10.9 (Item 14/241.3) Somerset Local Authorities' Civil Contingencies Unit After a discussion the Councillors felt further information would be beneficial, therefore, it was **resolved** the Clerk would ask the Civil Contingencies Unit to make a presentation at a future meeting.
- 15/10.10 (Item 14/243.2) St John Ambulance A response had been received from St John Ambulance suggesting the Essential First Aid All Ages course at a cost of £25 + vat per person. A discount was offered in the form of 12 people for the price of 10. It was **resolved** to include the information in the Williton Window. It was **resolved** to note they had been asked to attend the Fete, so could publicise the course on the day.
- 15/11 Report from Avon and Somerset Constabulary**
- PCSO Thompson had given apologies for not attending the meeting, but had submitted a written report. It was **resolved** to note the latest crime statistics. The low staffing levels were discussed and it was **resolved** the Clerk would write to the PCC expressing concern for the parishioners, it was further **resolved** to send a copy of the letter to Ian Liddell-Grainger, MP.
- 15/12 Report from Somerset County Councillor**
- Cllr Davies had given his apologies due to attending a meeting at West Somerset College. It was reported the work on the A39 between Wibble Farm and West Quantoxhead had been postponed until September due to structural damage that needed further investigation. The work at Kilve and Holford would go ahead, as would Tower Hill shortly. It was **resolved** to write to Cllr Davies to thank him for his report, to request his attendance at the next meeting and also request that the pot holes on the A39 between Wibble Farm and West Quantoxhead are filled before September to avoid damage to road users. It was resolved Cllr Aldridge would also contact highways to request a temporary filling.
- 15/13 Report from West Somerset District Councillors – Williton Ward**
- Cllr Aldridge had noted the points raised this evening and would investigate. It was **resolved** to note the first annual meeting of the Council would take place on Wednesday 20th May 2015.
- 15/14 Clerk's/Chairman's Notices**
- The Clerk advised members of a Training Course to be held on 2nd July at the Phoenix Centre at Watchet. It was **resolved** any Councillors who wanted to attend the course would advise the Clerk who would book the relevant number of places.
- Notification had been received from Natwest Bank to advise the Williton Branch would close in September.
- Notification had been received regarding the Cycling route for the Tour of Wessex which would be passing through the region on Monday 25th May.
- Sue Debens had visited the Parish Office today and asked that the Parish Council show their support in Mrs Debens being able to apply to the Mitigation Fund for compensation regarding damage to the verge on her property, which she said had been suggested by Ross Edwards. It was **resolved** the Clerk would request contact details for Ross Edwards and investigate further.
- 15/15 Correspondence**
- 15/15.1 It was **resolved** to note the contents of the correspondence log.
No response had been received to the letter that had been sent to West Somerset Council with a copy of the letter received from Kris Hopkins, Minister for Local Government, regarding the withdrawal of local council tax support and requesting a formal response. It was **resolved** the Clerk would write again.
- 15/15.2 A letter had been received from Mrs Troman after the Parish Assembly thanking the Parish Council for their hard work over the past year and suggesting that refreshments are made available for next year. This was unanimously agreed and **resolved**. It was also suggested that Councillors area made more visible, it was **resolved** that photos would be displayed in the Parish Office and on the Website. It was **resolved** the Clerk would reply.
- 15/15.3 A letter had been received from Mr Evans-White regarding litter picking around the village. It was **resolved** to pass onto the next Environment and Planning Committee meeting.
- 15/15.4 Changes to Slinky Bus were noted.
- 15/16 Report from the Environment and Planning Committee held on 13th April 2015**
- It was **resolved** to note the report.
- 15/17 Report from the Finance and Administration Committee held on 20th April 2015**
- 15/17.1 It was **resolved** to note the provisions as at 31st March 2015.

After a proposal from Cllr Vaughan, seconded by Cllr Koch, it was unanimously **resolved** to add £10,000.00 to Capital Projects giving a total of £35,000.00 to cover committed costs.

15/18 To receive accounts for payment not covered by Finance and Admin Committee

Date	Details	Cheque No.	Invoice No.	Total Bank £	Cash £	VA £
18-May-15	Lyreco UK Ltd 4505 Printing, Stationery & Postage	2764	186389	44.54		
18-May-15	P D Edwards 6220 Doniford Car Park	2765	854	45.00		2
18-May-15	West Somerset Free Press 4415 Advertising	2766	317798	24.00		
18-May-15	SALC 6105 Affiliation Fees	2767	720	683.98		
26-May-15	***** 4205 Staff wages and salaries paid (net)	2768		763.53		
26-May-15	***** 4205 Staff wages and salaries paid (net)	2769		989.61		
18-May-15	The Quantock Academy 4575 Hire of Halls/Premises	2770	QASP00014	30.00		

15/19 Report from the Annual Parish Assembly

The Annual Parish Assembly had been held on Monday 27th April 2015 at St Peters School. Unfortunately not many public attended, but those that did commented it had been one of the best.

15/20 Report from meeting with Andrew Goodchild, EDF and SCC held on 8th April 2015

It was **resolved** to note the report that had been circulated.

15/21 Report from West Somerset Voluntary Sector Forum held on 14th April 2015

It was **resolved** to note the report that had been circulated.

15/22 Report from EDF Transport Forum held on 30th April 2015

After a personal comment that had been made was deleted, it was **resolved** to note the report that had been circulated.

15/23 Report from Community Speed Watch

It was **resolved** to note the report that had been circulated. It was reported one extra volunteer had come forward, but more volunteers were needed.

15/24 Williton Pavilion Project

15/24.1 It was **resolved** to note the 106 application had been submitted in time for the deadline.

15/25 It was noted this had already been discussed under Item 15/10.8

15/26 It was **resolved** to exclude the press and public from the remainder of the meeting

15/27 Insurance Renewal

Quotations had been received but the Clerk reported the current insurance was in a three year contract, with two years left to run, so there would be no change to the policy.

15/28 End of Year Audit

The Clerk reported the auditor was due to the Parish Office again on Wednesday 20th May and the accounts would be ready to be signed off at the June meeting.

15/29 Matters for the next Parish Council meeting to be held on Monday 1st June 2015, Parish Office

High speed Broadband

Closure of Natwest Bank

Police and Emergency Services Liaison

Meeting closed at 9.00 pm