

WILLITON PARISH COUNCIL

Minutes of the Full Council Meeting held on 2nd November 2015 at 7.00 pm
at the Parish Office, 2 Killick Way, Williton.

Attendees:

Councillors McDonald (Chair), Aldridge, Bennett, Bigwood, Denton (left during item 15/148), Kirkham, Peeks (left after item 15/136), Perrett, Richards, Vaughan and White.

SCC None

WSC Aldridge

Avon and Somerset Constabulary PCSO Sue Thompson (left after item 15/125)

Press Mr Steven Salter

Clerk Mrs Michelle Francis

Public None

Other None

Apologies:

Councillors Davies

Before the start of the meeting the Chairman requested all Councillors adhere to guidelines and to direct any questions or discussions through the Chair.

15/121 **Apologies as noted above.**

15/122 **Declarations of Interest**

Name	Agenda Item	Interest	Action
Cllr Aldridge	15/129.5, 15/129.6	Prejudicial	None required as not discussed
Cllr Peeks	15/124.3, 15/124.5, 15/124.9, 15/129.5, 15/129.6	Pecuniary, WSC Employee	
Cllr Peeks	15/124.11	Personal	
Cllr Richards	15/131.3, 15/127, 15/129.1, 15/124.2, 15/124.3, 15/124.5, 15/124.9	Pecuniary, WSC Employee	

15/123 **Approval of the Minutes of the Meeting held on 5th October 2015**

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

15/124 **Matters to Report from the Minutes**

15/124.1 (Item 15/102.1) Hinkley A Somerset County Council awaits finalisation of detailed agreement between EDF Energy and Chinese investors. Cllr Aldridge advised the Parish Council this process could take up to 2 years before a final decision is reached.

15/124.2 (Item 15/102.2) Flood Plan Cllr McDonald reported he had been re-elected as Chair of the Flood Group and he was pleased to report the group had increased to 13 members; with another 2 Parish/Town Councils interested in joining. Cllr McDonald reported that Minehead Town Council was producing their flood plan and they would attend future District Flood Board meetings. A recent meeting had taken place with the Flood Wardens and equipment had been distributed. It was reported that Magna would start clearing work this week.

15/124.3 (Item 15/102.3) Weekend Car Park Charges As the roadworks were due to finish before Christmas, Cllr White enquired if the free 15-minute parking bays, that had been installed whilst the roadworks were in place, would still remain over the Christmas period. It was **resolved** the Clerk would enquire.

15/124.4 (Item 15/102.4) Regional Youth Council Cllr Denton reported he had made contact with Geoff Brown, Somerset County Council Youth Worker, who would give guidance. The Councillors wanted to involve Danesfield School and the Youth Club. Cllr Aldridge suggested that a future Parish Council meeting is held at Danesfield School, during the day, so the pupils could observe proceedings; Cllr Aldridge proposed this as an agenda item, seconded by Cllr Richards. It was **resolved** to include the proposal at the December Parish Council meeting.

- 15/124.5 (Item 15/102.5) Public Toilets Keith Richards reported that despite an agreement to remove the radar key had been in place for over 5 months, the work had still not been carried out; however, the contractors had corrected the lock issue. Cllr McDonald reported that members of the public had requested the use of the Parish Council facilities as the public toilets were unclean. It was **resolved** the Clerk would report the issue to Keith Richards.
- 15/124.6 (Item 15/102.6) Mobile Youth Projects It was reported that PC Ware had located the skate ramps at Minehead Police Station, but they were in need of repair.
- 15/124.7 (Item 15/102.7) Defibrillator Training There was no update.
- 15/124.8 (Item 15/102.8) Street Art in the Tractor Shed Cllr Bennett reported he would make contact with Angie Wood again. Storage would still be needed for the boards.
- 15/124.9 (Item 15/102.9) Letter to West Somerset Council – Local Council Tax It was **resolved** to note a meeting had been arranged between Cllr McDonald and Cllr Anthony Trollope-Bellew to discuss the withholding of grant funding. Cllr McDonald requested if Councillors forward any questions they would like him to address.
- 15/124.10 (Item 15/102.10) High Speed Broadband Some areas now were able to access the high speed broadband. It was **resolved** to note the list of postcodes that were covered, that had been forwarded by Cllr Davies.
- 15/124.11 (Item 15/102.11) Closure of NatWest Bank It was **resolved** to note that NatWest had agreed to hire the Parish Council parking spaces at a cost of £50.00 per calendar month and the mobile bank had been attending every Tuesday between 10.30am and 11.00am, from 20th October 2015. It was reported positive comments had been received from local residents. It was **resolved** to remove this item from the agenda.

15/125 **Report from Avon and Somerset Constabulary**

It was **resolved** to note the latest crime statistics. PCSO Thompson reported that not one call had been made during Halloween; this is due to the liaison work between the Police, local traders and the schools. Cllr Denton requested for any details regarding the accident on Doniford Road as this could support the proposed pedestrian crossings. The Chair thanked PCSO Thompson for attending.

Cllr McDonald reported that Speed Watch was still going; and whilst there were still some vehicles speeding, the numbers were less. Cllr Perrett enquired what the cost would be to install permanent SID signs which would flash if in excess of speed limit. Cllr White requested 30mph repeater signs and speed limit painted on the main road. Cllr McDonald reported that the Parish Council had requested these items in the past but had been told there was not a requirement for them. It was **resolved** to refer this item to EPC and invite David Peake to attend an EPC meeting to discuss traffic calming further.

15/126 **Report from Somerset County Councillor**

Cllr McDonald read out a written report that had been received from Cllr Davies.

It was reported that Superfast Broadband had gone live in Williton Cabinets 3,6,7,8,10,12 and 15. The residents living in these areas had to contact their internet service provider to enquire to receive the service. A list of live postcodes was distributed.

Hinkley Point C Announcement. This was a significant step forward; Somerset County Council now awaits finalisation of detailed agreements between EDF Energy and Chinese investors.

It was **resolved** the Clerk would thank Cllr Davies for the report.

15/127 Report from West Somerset District Councillors – Williton Ward

Cllr Aldridge expressed his disappointment regarding the public toilets and that he would raise the issue of general administration and finances; he felt the District Council needs to understand how slow they are to act upon issues and the wage cost implications. He would also raise the issue of staff parking.

Cllr Aldridge knows the District Council are trying to get Parish Councils to take more on and suggested the Parish Council is pro-active and contact District to open discussions. Cllr McDonald reminded Cllr Aldridge that this was exactly what the Parish Council had done and reminded him of the upcoming meeting with Cllr A Trollope-Bellow, however, no commitments would be made at this stage.

Cllr Vaughan asked for an update on the proposed roadwork on the A39 at St Audries and expressed concern regarding seepage from the landfill site. Cllr Aldridge believed that Peter Owen from Highways was in the process of testing; it was a major problem due to the fault line. As this was a Somerset County Council function, it was **resolved** the Clerk would contact Cllr Davies to request the following further information; (1) Is the landfill site effected? Has there been seepage through the side and has there been any effect would this have on the road? (2) Progress on the roadworks on A39.

15/128 Clerk's/Chairman's Notices

The Clerk read out a letter of support for the proposed Pedestrian Crossings that had been received from Mr and Mrs Troman.

The Chair reported the next meeting of Williton and District Twinning Association would be held on Monday 9th November 2015 and that the Parish Council would like to re-establish links. It was **resolved** that the Clerk would make contact with Pat Bryant to request that Cllr Aldridge can attend.

15/129 Correspondence

15/129.1 It was **resolved** to note the contents of the correspondence log. Cllr Peeks queried item 1014, it was resolved to leave the item on the next EPC agenda.

15/129.2 It was **resolved** to note the reminder from Somerset County Council regarding the single phone number.

15/129.3 It was **resolved** to note this item.

15/129.4 It was **resolved** to note this item; but not complete the questionnaire.

15/129.5 It was **resolved** to note this item.

15/129.6 It was **resolved** to note this item

15/130 Report from the Environment and Planning Committee held on 12th October 2015

It was **resolved** to note the report.

15/130.1 (Item 15/56.2B) It was reported that Alan Stiven had planned a clearing day on Saturday 7th November 2015 and volunteers were needed. Cllr Perrett volunteered, but this depended on his health.

15/130.2 (Item 15/56.2B) After a proposal from Cllr Peeks, seconded by Cllr Richards it was unanimously **resolved** to agree the motion that the residential Christmas lighting competition would be stopped but that the business window competition would continue.

15/131 Report from Finance & Admin Committee held on 19th October 2015

15/131.1 It was **resolved** to note the provisions as at 30th September 2015. It was discussed that an extra £5,000.00 would be added to the contingency in emergency reserve.

15/131.2 It was **resolved** to note the forms had been submitted.

15/131.3 Costings had been received from West Somerset Council. It was **resolved** to move this item to EPC.

15/132

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

Date	Details	Chq Nos	Invoice No	Total Bank	Cash	VAT
02/11/2015	Minehead Eye 6635 Youth provision	2821	MEYE15.228	£2,551.04		
02/11/2015	Lyreco UK Ltd 4505 Printing, Stationery and Postage	2822	6260190312	£59.39		
02/11/2015	Watchet Town Council 6620 Watchet Cemetary	2823		£1,000.00		

15/133 Report from Personnel Sub Committee held on 19th October 2015

It was **resolved** to note the report.

15/133.1 Standards Committee – this item was not discussed. Cllr Bennett acknowledged there were a few issues to discuss, but advised not at this meeting. It was **resolved** the staff reviews had taken place, which Cllr Bennett apologised for not attending. He addressed that overtime could be accessed, but that it was not statutory. He thanked the staff for their hard work.

15/134 Highways

It was noted that Garry Warren from Highways had confirmed a time-table was being looked at to look at the 'blips' and double yellow lines. The white box at the end of Killick Way would be extended to cover the whole of the junction. The disabled parking box outside the Egremont would be taken away as it was not being used correctly. Cllr Kirkham expressed his dismay as he felt this was unfair on disabled people. Cllr Bennett spoke about the parking outside Sir Gilbert Scott Court and expressed his concern that an accident would happen. Cllr McDonald replied stating that Highways had said they have no legal obligation and if the management committee relaxed their parking conditions the residents could park within the property. Cllr Bennett confirmed this was not possible due to fire access.

15/135 Budget Considerations

It was noted that both the Environment and Planning Committee and Finance & Admin Committee had considered their budgets. Due to the removal of the Councillors Allowance, as advised from the Auditor, receipted costs could be re-claimed through Councillors Expenses. It was **resolved** the Clerk would contact Steve Plenty regarding the tax base. After a discussion it was **resolved** to agree the budget at the December meeting.

15/136 (Item 15/28.1A) Pedestrian Crossing

After a proposal from the FAC it was unanimously **resolved** to create a working group. It was **resolved** this would consist of Cllrs Denton, Richards and White. It was **resolved** the working group would hold a meeting with Cllr Davies regarding the SIS funding, then a separate meeting with Angela Summers, Highways and Jan Ross regarding the EDF funding.

15/137 Report from Christmas Festival

It was **resolved** to note the report and spreadsheet of finances that had been forwarded. The date of the event was Wednesday 9th December 2015. The Chairman asked for thanks to be passed onto the committee.

15/138 Youth Service – Service Level Agreement and Grant Applications

After a proposal from Cllr Aldridge, seconded by Cllr Vaughan it was unanimously **resolved** to sign the agreement, which was duly signed by Cllr McDonald, Chair.

15/139 Health and Safety

It was **resolved** to defer this item to the December meeting.

15/140 Review of Risk Assessments

After a proposal from Cllr Bennett, seconded by Cllr Vaughan it was unanimously **resolved** to agree the Risk Assessments, with no amendments.

15/141 Review of Standing Orders and Code of Conduct

After a proposal from Cllr Vaughan, seconded by Cllr Denton, it was **resolved** to change the orders as required. Cllr McDonald proposed item 22(g) to read 'To sign and serve of Councillors by delivery, post or electronic mail a summons to attend meetings of the Council, confirming the time, date, venue and agenda of a meeting of the Council or a committee or sub-committee at least 3 clear days before the meeting', this was seconded by Cllr Richards and was unanimously resolved. It was **resolved** the Clerk would forward an updated copy to all Councillors.

15/142 Review of Financial Regulations

After a proposal from Cllr Vaughan, seconded by Cllr Aldridge it was unanimously **resolved** to agree the Financial Regulations, with no amendments.

15/143 Review of Asset Register

It was **resolved** to defer this item to the next meeting.

15/144 Report from West Somerset Voluntary Sector Forum

Cllr McDonald gave apologies for not attending the meeting. It was **resolved** to defer this item to the next meeting.

15/145 Report from Transport Forum

It was **resolved** the roundabout was on course to be completed by December.

15/146 Report from Swan Advocacy Launch

It was **resolved** to note the report. Cllr Aldridge advised this was a very valuable service provided by Somerset County Council and how good it was for parishioners to go to for advice.

15/147 Equal Opportunities Policy

After a proposal from Cllr Vaughan, seconded by Cllr Aldridge it was **resolved** to adopt the policy.

15/148 Safeguarding Policy

After an alteration to item 11 and appendix B, it was **resolved** to adopt the policy after a proposal from Cllr Aldridge, seconded by Cllr White. It was **resolved** the Clerk would forward the updated document to Angela Summers.

15/149 Report from Pavilion Working Group

It was resolved to note the report.

15/150 Police and Emergency Services Liaison

Cllr White reported he hoped to meet PC Andy Ware shortly.

15/151 Matters for the next meeting to be held on Monday 7th December 2015, Parish Office, Williton

Budget
Twinning.

Meeting Closed at 9.35pm