

WILLITON PARISH COUNCIL

Minutes of the Full Council Meeting held on 2nd October 2017 at 7.00 pm
at the Parish Office, 2 Killick Way, Williton.

Attendees:

Councillors	Richards (Chairman) Bennett, Birkett, Burnett, Doherty, Hooper, Pearson, Peeks (left 9.10pm during item 17/144), Perrett and Vaughan
SCC	Cllr Davies (after item 17/150)
WSC	Cllr Davies (after item 17/150)
Avon and Somerset Constabulary	None
Press	None
Clerk	Mrs Michelle Francis
Public	One member
Other	None

Apologies:

Councillors Aldridge and Denton

The presentations from the Joint Community Safety Project Officer and The Community Banker, NatWest, due before the start of the meeting, had both been cancelled.

17/126 The Chairman advised that the meeting would be recorded

17/127 Apologies as noted above

17/128 Declarations of Interest

Name	Agenda Item	Interest	Action
Cllr Peeks	17/148, 17/151	Pecuniary, Employee of WSC	Informed Meeting
Cllr Richards	17/148, 17/151, 17/134	Pecuniary, Employee of WSC	Informed Meeting

17/129 Approval of the Minutes of the Meeting held on 7th August 2017

Cllr Vaughan queried if the word 'outdoor' should have been included in item 17/103.2; it was **resolved** the Clerk would check the recording. After a proposal from Cllr Vaughan, seconded by Cllr Hooper, it was unanimously **resolved** to approve the minutes.

17/130 Approval of the Minutes of the Extra-ordinary meeting held on 14th August 2017

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

17/131 Matters from the Minutes – for the purpose of report only

17/131.1 (Item 17/97.1) Hinkley C Nuclear Power Station There had been no further update. Cllr Vaughan queried the progress of the landscaping scheme at Washford Roundabout; further information would be sought at the next EDF Forum meeting. It was **resolved** the Clerk would write to the Joint Safety Project Office, WSC, to enquire where the designated collection points for the EDF bus were located within the Parish.

17/131.2 (Item 17/97.2) It was **resolved** to note the Defibrillator Training by St Johns Ambulance would be held on Saturday 25th November 2017. It was **resolved** the Clerk would write to local businesses to invite representatives to attend the training.

17/131.3 (Item 17/97.3) It was **resolved** to note the Lease of Office and Car Park Space, between Talking Newspapers and the Parish Council had been duly signed.

17/132 Report from Avon and Somerset Constabulary

Apologies had been received from PCSO Thompson who had been unable to attend due to the earlier RTI, but had submitted a written report which the Chairman read out. The Clerk distributed the latest Crime Statistics.

17/133 Report from Somerset County Councillor

Cllr Davies distributed leaflets regarding

- Parents Encouraged to apply for up to 30 hour Funded Childcare
- Help School Children Fulfil their Potential - Volunteers needed for Governors / Trustees
- Somerset Community Connect – helping to find solutions to keep you independent for longer
- Happy Birthday, Travel Somerset - Mobile friendly website launched last year had been successful
- The new road by Taunton School across to the Railway Station was open and working well, giving easier access to the Railway Station from West Somerset.
- There is a new 'Bus Gate' at Monkton Heathfield which holds a £60.00 fine if you enter it. There is no physical banner, caution was urged.
- Devolution was still an ambition; in mid-September leaders from Devon, Torbay, Somerset, Plymouth met Jake Perry MP Government Minister responsible for Devolution – Exeter was not in the press release, of which Cllr Davies was surprised.

17/134 Report from West Somerset District Councillors – Williton Ward

- Cllr Davies reported Williton Library would stay in the current building and would not be moving into West Somerset House. It would be closed between 16th – 23rd October to facilitate self-service kiosks to be installed. Williton Parish Council would be asked to attend a meeting with representatives from library services.
- Road closure Washford Cross to Bowhayes Cross, 2 nights, 7pm – 7am, 20-22 November.
- The Police area in West Somerset House will not be accessible to Council staff. The main entrance will be at the rear of the car park. Anyone arrested will be taken direct to Bridgwater. Eleven car parking spaces will be leased.
- West Somerset Council asset strategy had been adopted and listed – the library and former lifeboat centre were listed as being in Williton. Cllr Davies asked if Taunton Deane had an asset list and was informed they were two months behind West Somerset.

Cllr Vaughan mentioned the footpath surface in Long Street was in a poor state and asked if Cllr Davies could take up this issue with Highways. The Clerk was requested to put in writing to enable Cllr Davies to investigate.

17/135 Clerk's/Chairman's Notices

- Cllr Davies had given the Clerk Officer Contact details for Members of the Council
- Talking Newspaper AGM 2nd November 2.30pm
- Being a Good Councillor Training at Watchet, 18th October – the Chairman encouraged members to attend.
- The Parish Council had been asked to attend a meeting about Williton Library. Cllr Burnett had indicated he would like to attend. Councillors were asked to contact the Clerk if they wished to attend.
- A letter had been received from St Margaret's Hospice requesting financial support, the Clerk would forward a copy of the Grant Application form.

17/136 Correspondence

- 17/136.1 It was **resolved** to note the contents of the correspondence log. It was noted that a gas canister had been removed from the sea by The Coastguard at Milford Haven and it had been left at Doniford Car Park for removal. It was **resolved** Cllr Bennett would inspect the canister and if it was Calor Gas, arrangements would be made to return it to Gliddons.
- 17/136.2 It was **resolved** to note the Avon and Somerset PCC Newsletter was available to be viewed in the office.
- 17/136.3 It was **resolved** to note the Police and Crime Commissioner Pride Awards and members were asked to contact the Clerk if they had any nominations.
- 17/136.4 It was **resolved** to note the letter from a Parishioner regarding Doniford Car Park.

17/137 Report from the Environment and Planning Committee held on 11th September 2017

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

17/138 Report from the Finance and Administration Committee held on 18th September 2017

It was **resolved** to note the report. Cllr Hooper expressed her thoughts regarding the closure of the meeting.

17/139 Budget Considerations 2018-2019

Cllr Vaughan spoke in detail on the budget headings which would be considered at the November meeting. Cllr Vaughan asked members to consider ideas for community projects. Cllr Hooper requested consideration for training for Transparency and Data Protection.

17/139.1 A discussion took place on how the insurance for the Pavilion building would be paid. After a proposal from Cllr Vaughan, seconded by Cllr Hooper, it was unanimously **resolved** the insurance would be paid for by the Parish Council and that the WWMRG subsidy would be subsequently reduced by the cost of the extra insurance.

17/139.2 Youth Policy A discussion took place regarding the future funding of the Youth Provision. Cllr Vaughan expressed concern that future grants might reduce or disappear altogether. Cllr Bennett was of the opinion that the Parish Council should maintain the Youth Provision at the current level; Cllr Perrett agreed wholeheartedly. After a proposal from Cllr Vaughan, seconded by Cllr Bennett, it was **resolved**, with one vote against, to allocate £6,000.00 for Youth Provision within in the budget.

17/140 To receive accounts for payment not covered by Finance and Admin Committee

It was **resolved** to pay the following invoices.

Date	Details	Cheque No.	Invoice No.	Total Bank £	Cash £	VAT £
02 October 2017	Countrywide Grounds Maintenance 4560 SCC Ground Maintenance	3081	678607	139.80		23.30
02 October 2017	Mrs Francis 4735 Fuel Costs	3082		30.60		0.00
02 October 2017	Pete Broadey 4550 Lengthsmans Duties	3083	J1740	320.00		0.00

17/141 Health and Safety

Cllr Bennett advised a meeting would be held this month with Safety Synergy. It was **resolved** that Doniford Car Park would be discussed in detail.

17/142 Data Protection and Transparency

The Chairman advised that the Chairman, Clerk and Deputy Clerk had attended the training on Data Protection and Transparency and reported the following:

- Secure, dedicated Parish Council email accounts would need to be set up
- Personal details were not to be included in the correspondence log
- A Data Protection Officer would need to be contracted
- Procedures need to be put in place, which would involve more hours for the Clerk.

17/143 Office Security and Key Holders

A discussion took place regarding key holders. After a proposal from Cllr Hooper, seconded by Cllr Peeks, it was **resolved**, with one vote against, that the following was carried out;

- A second key for the safe would be cut so the Chairman and Vice Chairman of the Parish Council would each hold a key; the key to the store to remain in the office with only the Clerk and Deputy Clerk having access to the office. This would need to be added to the standing orders.

After a further proposal from Cllr Perrett, seconded by Cllr Vaughan it was **resolved**, with one abstention, to request Magna to install a combination key safe on the wall by the office door to hold a spare key to the office – the Clerk and Deputy Clerk would hold the combination to the key safe.

It was further discussed that in the event of the Chairman being on holiday, the keys the Chairman was in possession of would be passed to the Vice-Chairman. The Clerk would obtain prices for changing the alarm system.

17/144 Events Committee – Christmas Festival

It was **resolved** a meeting would be held shortly. Cllr Richards would enquire if the Chamber at West Somerset Council would be available. Cllr Pearson volunteered to join the Events Committee.

17/145 (Item 17/108) Proposed Pedestrian Crossing

17/145.1 Cllr Richards advised the meeting with Cllr Denton had not taken place. Cllr Vaughan expressed his disappointment that there had been no progress. After a proposal from Cllr Vaughan, seconded by Cllr Hooper, it was **resolved** with two abstentions, to give Cllrs Richards and Denton one further month to progress the application.

17/146 (Item 17/109) Community Bus Service – Doniford to Williton & Employment Hub

Due to the absence of Cllr Aldridge, it was **resolved** to defer this item to the next meeting.

17/147 Regional Youth Council

It was reported that Cllrs Denton and Burnett attended a meeting with Danesfield School regarding the School Council and there had been a request for a power point presentation to be made to the School Council regarding the Pavilion. It was **resolved** that Cllrs Burnett, Denton and Vaughan would make the presentation during November or December.

17/148 Planning applications for consideration

Application No	Location	Details	Comment
3/37/17/020	Liddymore Farm, Liddymore Lane	Outling Planning Application with all matters reserved for a residential development of up to 250 dwellings	Williton Parish Council do not want any traffic going past St Peter's School and Danesfield School, during school hours. Councillors would like to see a footpath extended to Casino Road to give safe pedestrian access to Casino Road and The Paddocks (Aller Meade Way) Debris on road from a building site would raise Health & Safety concerns. Doniford Road is viewed as a dangerous road at present, without the extra traffic.

17/149 Matters for the next Parish Council meeting to be held on Monday 6th November 2017, Parish Office

Budget

17/150 It was **resolved** to exclude the press and public from the remainder of the meeting

17/151 (Item 17/119) Public Toilets

The Clerk advised a reply had been received from Williton Surgery advising the acceptance of terms of advertising their Public Convenience facility in the Parish Office and Williton Window, but not in West Somerset Council reception area. After a proposal from Cllr Vaughan, seconded by Cllr Hooper it was unanimously **resolved** to accept the condition and for the pro-rata to start on the 1st November 2017.

After a proposal from Cllr Vaughan, seconded by Cllr Hooper, it was unanimously **resolved** to respond to West Somerset Council stating the Parish Council would not be taking on a 3-year lease for the Public Conveniences as it was deemed to be uneconomical for the Parish Council.

17/152 Doniford Car Park

It was **resolved** to note the email that had been received from the new owners. It was **resolved** to hold a Health and Safety meeting before responding.

17/153 (Item 17/121) Land Acquisition

The Clerk advised notification had been received to advise the purchase of land from the Williton Surgery was due to be finalised the following day.

Meeting closed at 9.43pm

Signed as a true and correct record Dated