

WILLITON PARISH COUNCIL

**Minutes of the Annual Council Meeting held on 3rd May 2016 at 7.00 pm
at the Parish Office, 2 Killick Way, Williton.**

Attendees:

Councillors	McDonald, Bennett, Bigwood (left after item 16/06), Denton (left at 8.55pm after item 16/29), Kirkham, Peeks (left at 8.55pm after item 16/29), Perrett (left at 9pm during item 16/27), Richards, Vaughan and White
SCC	Cllr Davies (left at 8.50pm after item 16/26)
WSC	Cllr Davies
Avon and Somerset Constabulary	PC Dave Rowe (left after item 16/12)
Press	None
Clerk	Mrs Michelle Francis
Public	None
Other	None

Apologies:

Councillors Aldridge and Bigwood (from item 16/06)

Before the start of the meeting Cllr McDonald, as outgoing Chairman, said a few words thanking Councillors for their support over the last four years, stating the Parish Council had progressed and achieved a lot over this time. Cllr McDonald asked members to read, understand and abide by the Standing Orders and Code of Conduct.

16/01 Election of Chairman

Cllr Richards was unanimously elected as Chairman and duly signed the Declaration of Office.

16/02 Election of Vice Chairman

Cllr McDonald was unanimously elected as Vice Chairman.

16/03 Appointment of Councillors to Committees

- 16/03.1 Councillors Aldridge, Bennett, Parbrook, Perrett and Vaughan were duly elected to the Finance and Administration Committee with Cllrs Richards and McDonald as ex officio members.
- 16/03.2 Councillors Bigwood, Denton, Kirkham, McDonald, Peeks and White were duly elected to the Environment and Planning Committee with Cllr Richards as ex officio member.
- 16/03.3 Councillors Bennett, Richards and White were duly elected to the Personnel Committee.
- 16/03.4 Councillors Kirkham, McDonald and Peeks were duly elected to the Grievance Committee.
- 16/03.5 Councillors Denton, Perrett and White were duly elected to the Appeals Panel.

Meeting dates were agreed.

16/04 Appointment of Representatives to Outside Bodies

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

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

- 16/05** The Clerk reported the lease for the Copse had been renewed in 2012 for a period of 10 years. Doniford car park had been renewed in 2013 for a period of 30 years. It was **resolved** the Clerk would investigate the deeds for the Playground, Bellamy's Corner and the 6ft access strip and report to the next Full Council meeting.
- 16/06** After a proposal from Cllr McDonald, seconded by Cllr Vaughan it was **resolved**, with one abstention, to adopt the Standing Orders and Code of Conduct. Cllr Bigwood left after this item due to work commitments and gave his apologies for the remainder of the meeting.
- 16/07** After a proposal from Cllr Vaughan, seconded by Cllr White it was unanimously **resolved** to adopt the Grievance Procedure policy. After a further proposal from Cllr Vaughan, seconded by Cllr Kirkham it was unanimously **resolved** that the Grievance Panel would receive a copy of the handout as mentioned in section 1.3.
- 16/08** **Apologies as noted above.**
- 16/09** **Declarations of Interest**
- | Name | Agenda Item | Interest | Action |
|---------------|--------------|--------------------------------------|------------------|
| Cllr Peeks | 16/27 | Pecuniary, WSC Employee | Left meeting |
| Cllr Richards | 16/27, 16/14 | Pecuniary, WSC Employee | Informed meeting |
| Cllr Vaughan | 16/12 | Failure to Stop – damage to property | Participated |
- 16/10** **Approval of the Minutes of the Meeting held on 4th April 2016**
- After a proposal from Cllr McDonald, seconded by Cllr White, it was unanimously **resolved** to approve the minutes, after an amendment to show Cllr Perrett left the meeting during item 15/265.
- 16/11** **Matters from the Minutes – for the purpose of report only**
- 16/11.1 (Item 15/10.1) Hinkley C Nuclear Power Station There had been no further update.
- 16/12** **Report from Avon and Somerset Constabulary**
- It was **resolved** to note the latest crime statistics. Councillors were concerned to note that overall crime was up by 24% over the last year. Cllr White asked if the figures were a result of Wellington now featuring in the statistics, PC Rowe could not confirm but hoped this was the case. PC Rowe advised that there was now only 2 PCSO and 1 Beat Manager, compared with 5 PCSO and 4 Beat Managers, when he was previously stationed in Williton. Cllr Vaughan spoke about a failure to stop incident that had occurred to his property that evening.
- 16/13** **Report from Somerset County Councillor**
- Cllr Davies congratulated the new Chairman for his appointment. Cllr Davies spoke about the possibility of a hub coming into the District Council offices in Williton and if the Police were to relocate into the District Council offices, they would require a secure area and different entrance. Cllr Davies referred to Hinkley point advising it would be a further 60 days before a decision is reached, as reported in the recent press release.
- 16/14** **Report from West Somerset District Councillors – Williton Ward**
- Cllr Davies suggested the police report received by PC Rowe is brought to the attention of Stuart Downing who is the Police representative for the District. Cllr Davies distributed a news release regarding Blue Badge parking which stated if a Blue Badge holder paid for an hour of parking, they would be able to park for two hours, with the second hour being free, provided a valid Blue Badge was clearly displayed. It is now law for dogs to be micro-chipped. There was currently an opportunity for 16 to 24 year olds to join a 12 week accredited course run by Somerset Rural Youth Project. The Quantock Hills Area of Outstanding Natural Beauty (AONB) would be celebrating its 60th anniversary this year. Cllr Davies expressed his personnel comments disagreeing with the letting of Minehead Visitor Centre on a 9 year lease, with full lease cost after 4 years to offset set up costs and seasonal business and expressed concern regarding poor use of rate payer's money. Cllr Davies also thought it was strange that West Somerset District Council have to vacate their offices in Minehead by December and are not going to use the visitors centre, which the District own, but might move to Williton.
- 16/15** **Clerk's/Chairman's Notices**
- The Clerk reminded members of the Ultra Marathon which would be held on Saturday 21st May 2016.
- 16/16** **Correspondence**
- 16/16.1 It was **resolved** to note the contents of the correspondence log.

16/17 Report from the Environment and Planning Committee held on 11th April 2016

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

Cllr Vaughan queried the decision not to replace the play tunnel (that had been subject to an arson attack), and felt this should have been recommended to Full Council as a loss of an asset. It had been decided not to due to the extent of the damage. Cllr Peeks confirmed this item was still ongoing and a police report was awaited.

16/18 Report from the Finance and Administration Committee held on 18th April 2016

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

16/18.1 It was **resolved** to note the provisions as at 31st March 2016.

16/19 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 £	VA £
03 May 2016	Minehead Eye 6635 Youth Provision	2874	MEYE16.203	2551.04		425.17	425.17
03 May 2016	Mitchell Architects 6640 Pavilion Project	2876	1192	1458.00		243.00	243.00
03 May 2016	Mitchell Architects 6640 Pavilion Project	2877	1191	2922.50		584.50	
03 May 2016	West Somerset Free Press 4415 Advertising	2878	324102	24.00		4.00	
03 May 2016	Lyreco UK Ltd 4505 Printing, Stationery, Post	2879	09061	116.22		19.37	

16/20 Report from the Annual Parish Assembly

The Annual Parish Assembly had been held on Monday 27th April 2016 at St Peters School. The Chairman thanked Cllrs McDonald and Vaughan for their presentations. The speech from Cllr Trollope-Bellew was noted as a sobering one due to the budget cuts; concern was expressed for the Parish Council and the roles that it may be expected to take on in the future.

16/21 Report from West Somerset Voluntary Sector Forum held on 12th April 2016

It was **resolved** to note the verbal report from Cllr McDonald.

16/22 Report from EDF Transport Forum held on 28th April 2016

Cllr McDonald reported a lot of work was still ongoing with regard to preparation and planning, especially with regards to the high volume of traffic and a new park and ride at Junction 24 of the motorway. Roadworks on the M5 were scheduled to last for sixty weeks. It was hoped when the jetty had been completed this would elevate some of the pressure on the road infrastructure. Building work on the Park and Ride at Williton should commence early 2017 with parking for 150 vehicles. Cllr Davies had raised the issue of landscaping on the Washford roundabout and had been informed it was still under the responsibility of the contractors and that Highways would not take ownership for another year. Cllr Davies advised he would contact Andy Coop regarding this matter. The incorrect spelling on the sign and rubbish had been raised, again the answer had been to ask the contractors, but that Highways would look into the issue. After a proposal from Cllr Peeks, seconded by Cllr McDonald, it was **resolved** the Clerk would contact the contractor to ask for a landscaping plan and ask for the rubbish to be removed. Cllr Davies requested a copy.

16/23 (Item 15/261) Neighbourhood Plan

Cllr Denton advised he had not yet contacted Cllr Aldridge; therefore, it was **resolved** to defer this item to the next meeting.

16/24 (Item 15/259) Regional Youth Council

An email had been received from Naomi Griffiths from Minehead Eye apologising for not attending the meeting as she had forgotten. Further dates had been suggested, but the Clerk advised no response had been received to date. Cllr McDonald proposed that he contact Kirsty Brown directly; this was seconded by Cllr Denton and was unanimously **resolved**. Concern was raised regarding the level of service regarding the Youth Club, Cllr Davies requested to be kept updated regarding the situation. Cllr McDonald reported the meeting with Danesfield School had been positive.

16/25 (Item 15/260) 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.

- 16/26** It was **resolved** to exclude the press and public from the remainder of the meeting
- 16/27** (Item 15/267) **Public Toilets**
It was **resolved** to defer this item until the end of the meeting to allow Cllr Peeks to be present during items 16/28 and 16/29.
- 16/28** **Insurance Renewal**
The Clerk advised members that although there was a Long Term Agreement in place, notification had been received advising there would be an increase in premiums due to the increase in IPT as levied by the Government, rising from 6% to 9.5%, in addition Index Linking would be applied to the Building and All Risks relating to 5% on buildings and 1% on contents. As a result of these increases the insurance renewal would be at a cost of £2,028.13. After a proposal from Cllr Kirkham, seconded by Cllr White, it was **resolved** with 6 in favour, 1 abstention and 2 votes against, that the Clerk would write to Zurich to express the members were unhappy with the increase and that the Parish Council will consider another company for their insurance in the future.
- 16/29** **End of Year Audit 2015/2016**
The Clerk reported this was ongoing. Cllrs Denton and Peeks left after this item.
- 16/27** (Item 15/267) **Public Toilets**
Cllr Richards declared an interest to members and abstained from voting. Cllr Perrett left at 9pm at the beginning of this item. After a discussion between members, Cllr Bennett proposed that 'In principle the Parish Council want to support the possible purchase of the public toilets and explore costs', this was seconded by Cllr White and unanimously **resolved**.
- 16/30** **Matters for the next Parish Council meeting to be held on Monday 1st June 2015, Parish Office**
Meeting closed at 9.15 pm