

# WILLITON PARISH COUNCIL

**Minutes of the Full Council Meeting held on 5<sup>th</sup> June 2017 at 7.00 pm  
at the Parish Office, 2 Killick Way, Williton.**

**Attendees:**

<b>Councillors</b>	Richards (Chairman) Bennett, Birkett, Hooper, Peeks (left during item 17/55 at 8.45pm), Perrett and Vaughan
<b>SCC</b>	None
<b>WSC</b>	None
<b>Avon and Somerset Constabulary</b>	None
<b>Press</b>	Mr Salter, Somerset County Gazette
<b>Clerk</b>	Mrs Michelle Francis
<b>Public</b>	None
<b>Other</b>	None

**Apologies:**

**Councillors** Aldridge and Cllr Davies

**17/34 The Chairman advised that the meeting would be recorded**

**17/35 Apologies as noted above**

**17/36 Declarations of Interest**

Name	Agenda Item	Interest	Action
Cllr Richards	17/42, 17/44.5, 17/55, 17/57	Pecuniary, TDBC & WSC Employee	Informed meeting
Cllr Peeks	17/44.5, 17/55, 17/57, 17/58	Pecuniary WSC Employee	Informed meeting

**17/37 To appoint the following positions, due to the resignation of Cllr McDonald**

17/37.1 After a proposal from Cllr Hooper, seconded by Cllr Peeks, with the Chairman abstaining, Cllr Vaughan was elected as Vice Chairman.

17/37.2 Election of Councillor to Personnel Committee - Cllr Hooper proposed Cllr Peeks, seconded by Cllr Vaughan. A further proposal of Cllr Perrett was received from Cllr Bennett, seconded by Cllr Birkett. A vote was taken; the result was two votes each. Cllr Peeks withdrew herself from the vote, therefore, it was unanimously **resolved** to elect Cllr Perrett onto the Personnel Committee. After a proposal from Cllr Vaughan, seconded by Cllr Hooper it was **resolved** that Cllr Peeks would move to the grievance panel; it was further **resolved** to ask Cllr Denton to stand on the Appeals panel.

17/37.3 It was unanimously **resolved** to elect Cllr Richards as the Press Officer.

17/37.4 It was unanimously **resolved** to remove the position of Cllr responsible for Sustainable Verges.

17/37.5 It was unanimously **resolved** to elect Cllr Bennett as the SALC representative.

17/37.6 It was unanimously **resolved** to elect Cllr Birkett as the West Somerset Voluntary Sector Forum representative, in conjunction with Cllr Richards.

17/37.7 It was unanimously **resolved** to elect Cllr Denton as the Pupil Parliament / Youth Groups representative, in conjunction with Cllr Birkett.

17/37.8 It was unanimously **resolved** to elect Cllr Vaughan as the EDF / Hinkley Point representative, in conjunction with Cllr Richards.

17/37.9 It was unanimously **resolved** Cllr Richards would be the Contractor Liaison Officer representatives, in conjunction with Cllr Bennett and the Clerk.

17/37.10 It was unanimously **resolved** to elect Cllrs Bennett and Birkett as the Community Speed Watch representatives.

17/37.11 It was unanimously **resolved** to elect Cllr Richards as the Flood Group representative.

**17/38 Approval of the Minutes of the Meeting held on 2<sup>nd</sup> May 2017**

After a proposal from Cllr Bennett, seconded by Cllr Vaughan, it was unanimously **resolved** to approve the minutes, after the amendment to item 17/07.

**17/39 Matters from the Minutes – for the purpose of report only**

- 17/39.1 (Item 17/11.1) Hinkley C Nuclear Power Station It was **resolved** to note the project update that had been previously forwarded.
- 17/39.2 (Item 17/11.2) Defibrillator training – The Clerk reported she had not had a response as yet from Mr Brian Day; therefore had contacted St John's Ambulance and was awaiting a reply.
- 17/39.3 (Item 17/11.3) Community Bus Service – There was no update due to the absence of Cllr Aldridge.
- 17/39.4 (Item 17/29) The Clerk advised Members that the insurance had been renewed with Zurich Municipal for a three year term, at an annual cost of £2,035.06.

**17/40 Report from Avon and Somerset Constabulary**

There was no report. Concern was raised once again regarding the lack of report and Cllr Vaughan stated he hoped this situation would change once the relocation into West Somerset House had taken place. Cllr Richards advised the absence could possibly be due to the water main incident at Washford. It was **resolved** the Clerk would contact Lisa Simpson to request monthly updates. It was further **resolved** to add the Parish Council contact to the Neighbourhood Watch scheme. It was noted that Lloyds Bank window had been smashed on Bank Holiday Monday.

**17/41 Report from Somerset County Councillor**

It was **resolved** to note the press release that Cllr Davies had forwarded. There was nothing further to report due to the upcoming General Election.

**17/42 Report from West Somerset District Councillors – Williton Ward**

Due to the absence of Cllr Aldridge, there was no report.

**17/43 Clerk's/Chairman's Notices**

- (Item 16/321) 'Being a Good Councillor' – the Clerk advised members a course would be held on 19<sup>th</sup> July at Watchet at a cost of £25.00 per attendee. It was **resolved** that Cllr Birkett, Hooper and the Clerk would attend.
- Hinkley Point C would hold a recruitment event at the Beach Hotel in Minehead on Thursday 15<sup>th</sup> June 2017, 4pm – 7pm.
- Sampford Brett Parish Council had invited Councillors to attend their Parish Council meeting on Wednesday 7<sup>th</sup> June to discuss the parking outside the Methodist Church, Williton. It was **resolved** Cllr Bennett would attend.
- Steve Mewes from Somerset's Brilliant Coast Project had accepted the invitation to speak at the Parish Council meeting on 3<sup>rd</sup> July 2017.

**17/44 Correspondence**

- 17/44.1 It was **resolved** to note the contents of the correspondence log. Cllr Peeks requested the SCC contribution to grass cutting is added to the FAC agenda, as she felt it was a very small contribution that was received. It was **resolved** the Clerk would enquire if any Homefinder Somerset Training was available in West Somerset.
- 17/44.2 It was **resolved** to note the CSW Group, Total Transport Meeting.
- 17/44.3 It was **resolved** to note the letter of resignation from Cllr McDonald.
- 17/44.4 It was **resolved** to note the invitation to the Volunteers Service on Sunday 2<sup>nd</sup> July.
- 17/44.5 It was **resolved** to note the Proposed Order from West Somerset Council (Off-Street Parking Places).

**17/45 Report from the Environment and Planning Committee held on 8<sup>th</sup> May 2017**

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

**17/46 Report from the Finance and Administration Committee held on 15<sup>th</sup> May 2017**

It was **resolved** to note the report. After a proposal from Cllr Peeks, it was **resolved** the Press Officer would advertise the need to use the mobile NatWest Bank to ensure its continued presence.

- 17/46.1 It was **resolved** to note the provisions as at 30<sup>th</sup> April 2017.

**17/47 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 £	V £
05 June 2017	Zurich Municipal 4530 Insurance	3027	26707435	2035.06		0.00	
05 June 2017	West of England Fire Protection 4525 Health & Safety	3028	83873	36.00		7.20	
05 June 2017	Mr I Aldridge 4540 Maintenance building	3029		13.99		1.67	
05 June 2017	Countrywide Grounds Maintenance 4560 SCC Grounds Maintenance	3030	674208	139.80		23.30	
05 June 2017	Mr R McDonald 4735 Fuel Costs	3031		13.50		0.00	
05 June 2017	Safety Synergy Ltd 4815 H&S Audit	3032	4817	120.00		0.00	
05 June 2017	Williton Window 4420 Williton Window	3034		150.00		0.00	
05 June 2017	Pete Broadey 6035 Playground Maintenance	3035	J1713	285.00		0.00	

**17/48 Approval and signing of Annual Governance Statement 2016-2017**

After a proposal from Cllr Peeks, seconded by Cllr Hooper it was unanimously **resolved** to sign the Annual Governance Statement 2016-2017.

**17/49 Approval and signing Statement of Accounts**

After a proposal from Cllr Peeks, seconded by Cllr Perrett, it was unanimously **resolved** to sign the Statement of Accounts.

**17/50 Report from Community Forum held on 11<sup>th</sup> May 2017**

Cllr Richards reported he had been unable to attend due to unforeseen circumstances. It was **resolved** he had requested a copy of the minutes, which would be forwarded to all members upon receipt.

**17/51 Events Committee**

17/51.1 It was **resolved** Cllrs Bennett, Birkett and Perrett would undertake the events committee and the Christmas Festival. It was **resolved** a meeting would be held and previous volunteers would be invited to attend.

17/51.2 (Item 17/23.2) The Clerk reported that as advised at the previous meeting, as no agreement had been made, the Sleigh had been disposed of.

**17/52 Regional Youth Council**

The Clerk reported Cllr Denton had advised he would be happy to undertake this role.

**17/53 (Item 17/25) Proposed Pedestrian Crossing**

17/53.1 It was **resolved** to note the response from Martyn Evans regarding the consultation and his recommendation that the scheme was abandoned. After a proposal from Cllr Perrett, seconded by Cllr Vaughan it was **resolved** to ask for a response to the Parish Councils letter and reiterate the request to re-consult to agree a scheme that would be acceptable and state the Members disappointment of the recommendation that the scheme was abandoned.

17/53.2 Cllr Vaughan expressed concern that no application had been submitted to the CIM fund, whilst money had been set aside in the provisions. It was **resolved** Cllr Richards would liaise with Cllr Denton regarding the application.

**17/54 Health and Safety**

Cllr Bennett reported the next meeting with Safety Synergy Ltd was scheduled for Tuesday 13<sup>th</sup> June 2017. Concern was expressed by Cllr Bennett regarding the Health and Safety issues with regard to Doniford Car Park.

**17/55 Planning applications for consideration**

Cllr Peeks left after RUD/39/17/001 at 8.45pm.  
Cllr Hooper abstained from the vote relating to RUD/39/17/001.

Application No	Location	Details	Comment
RUD/39/17/001	Barn H, Doniford Farm, Doniford Road	Prior approval for proposed change of use from retail shop (Use Class A1) to dwelling house (Use Class C3) and associated building operations	No objection
3/39/17/010	West Somerset House, Killick Way	Change of use for part of the ground floor from B1 Office Space to B1 Office Space and D1 Non-residential institutions	No Objection
3/39/17/014	22 Whitecroft	Outline planning application with all matters reserved except for means of access for the erection of 1 No. dwelling in the garden to the rear	No Objection

**17/56** It was **resolved** to exclude the press and public from the remainder of the meeting

**17/57 (Item 17/29) Public Toilets**

Members discussed the new proposed 3 year lease that had been received from West Somerset Council. It was **resolved** to note the following:

- The plan that had been submitted would need to be amended to show the cubicle area only.
- Clarification had been requested regarding the 67% share of service charge – it indicated that electric, water and sewerage would be included, however, this was contradicted later in the lease.
- Alternatives would need to be considered. After a proposal from Cllr Vaughan, seconded by Cllr Richards, it was unanimously **resolved** the Clerk would write to the Spar and Williton Filing Station offering a grant up to £2,000.00 per annum if the businesses were prepared to offer their facilities for the use of the general public.
- The option to build new facilities was discussed.

**17/58 Doniford Car Park**

It was **resolved** to note the latest letter that had been sent to Bailache Solicitors from Risdon Hosegood. It was **resolved** Cllrs Bennett and Richards would make a site visit to obtain pictures of the cliff edge.

**17/59 Lease of Office and Car Park Space**

(Item 17/32) The Clerk advised a letter had been sent offering a 5 year lease with an increase of 3%, as **resolved** at the previous meeting and was awaiting a reply.

**17/60** After a proposal from Cllr Vaughan, seconded by Cllr Hooper it was unanimously **resolved** to pay the Deputy Clerk up to 12 hours for Williton Fete 2017 and the WWMRG charity would be charge accordingly by taking the cost off of the subsidy.

**17/61 Matters for the next Parish Council meeting to be held on Monday 3<sup>rd</sup> July 2017, Parish Office**

Meeting closed at 9.03 pm

Signed as a true and correct record ..... Dated .....