

WILLITON PARISH COUNCIL

Minutes of the Full Council Meeting held on 6th June 2016 at 7.00 pm
at the Parish Office, 2 Killick Way, Williton.

Attendees:

Councillors	Richards (Chairman), Aldridge (arrived at 8pm during item 16/42), McDonald, Bennett, Bigwood, Denton (arrived at 8.20pm during item 16/46), Kirkham, Parbrook, Peeks (left at 9.37pm after item 16/54), Vaughan and White
SCC	Cllr Davies
WSC	Cllr Davies
Avon and Somerset Constabulary	None
Press	None
Clerk	Mrs Michelle Francis
Public	None
Other	1 member

Apologies:

Councillors Perrett

16/31 After a proposal from Cllr Peeks, seconded by Cllr McDonald, it was unanimously **resolved** to adopt the Audio/Visual Recording Policy, after an amendment to include notification on the relevant agenda and for the Chairman to announce recording at the beginning of each meeting and to retain recordings for a period of two months.

16/32 **Apologies as noted above.**

16/33 **Declarations of Interest**

Name	Agenda Item	Interest	Action
Cllr Peeks	16/55	Pecuniary, WSC Employee	Left meeting
Cllr Richards	16/39, 16/41.1, 16/55, 16/46	Pecuniary, WSC Employee	Informed meeting
Cllr McDonald	16/48	Personal, Director of Atwest	Informed meeting
Cllr Parbrook	16/47	Pecuniary, Director of Minehead Eye	Informed meeting

16/34 **Approval of the Minutes of the Meeting held on 3rd May 2016**

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

16/35 **Approval of the Extra-ordinary meeting held on 25th April 2016**

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

16/36 **Matters from the Minutes – for the purpose of report only**

16/36.1 (Item 16/11.1) Hinkley C Nuclear Power Station There had been no further update.

16/36.2 (Item 16/05) The Clerk reported the lease on Bellamy’s Corner ran until 28th February 2018 and the 6ft access strip and play area were listed on the Trustee deeds dated 1980. The solicitors held the deeds for the Parish Office.

16/37 **Report from Avon and Somerset Constabulary**

It was **resolved** to note the update PC Rowe had given to the Clerk which had been circulated. Cllr McDonald expressed his dissatisfaction regarding the arson attack on the Play Tunnel and how decisions had been made by the Police with no communication with members. Cllr Vaughan stated the community were £1,000.00 out of pocket as a result. It was **resolved** this item would be discussed further under item 16/54.

16/38 Report from Somerset County Councillor

Cllr Davies reported other parishes were not receiving regular police reports, but acknowledged how busy the Police were. Unfortunately, Webber Bus had ceased to operate; Cllr Davies congratulated the good work County had performed to ensure children still received transportation to school. It was noted that First Bus ran a bus to Musgrove Park Hospital, via the bus station. The Government had a turnaround deciding not to pursue schools that were good or outstanding and turn them into academies. It will now be possible to use Library cards not only in the existing LibrariesWest Consortium throughout Somerset but also Dorset County and the Borough of Poole, meaning books can be borrowed, renewed, returned and reserved at any LibrariesWest library, regardless of where they were originally borrowed from. Unfortunately it was reported the Health and Well Being budget would cease at the end of the year. The crossing at St Peter's School would hopefully be started during the next twelve to eighteen months.

16/39 Report from West Somerset District Councillors – Williton Ward

Flood insurance - The West Somerset Flood Group had received an award from the Princes Trust at the recent Bath and West of England Show and Cllr Davies had information on flood insurance detailing how to apply if experiencing problems. Cllr Davies distributed leaflets regarding County Roadshows in Minehead, at Dunster Fayre, Taunton Flower Show and Bridgwater Market. Cllr Vaughan asked for an update of the road improvements at West Quantoxhead and was advised the work should take place at the end of the year.

16/40 Clerk's/Chairman's Notices

The Clerk confirmed the pensions automatic enrolment declaration had been submitted. The Clerk advised members of the Co-op Local Community Fund asking for applications from local charities, it was **resolved** to advise St Decuman's Charity, Wyndham Charity, WWMRG, Williton Signers and Guiding.

16/41 Correspondence

16/41.1 It was **resolved** to note the contents of the correspondence log. Cllrs Peeks and Vaughan questioned whether certain items had to be logged. It was further **resolved** the Clerk would investigate the transparency code and report to the next meeting.

16/41.2 The Chairman asked all members to read this item which stated interests must be declared as the penalty for not doing so could be up to £5,000.00.

16/41.3 It was **resolved** to forward a copy to Williton Bowling Club.

16/41.4 After a proposal from Cllr McDonald, seconded by Cllr Kirkham it was unanimously **resolved** to forward this item to Williton Window.

16/41.5 A discussion took place regarding the order in which the names should appear on the sign. After a proposal from Cllr McDonald, seconded by Cllr Parbrook it was **resolved**, with one abstention, to agree to leave the sign as it was.

16/41.6 It was **resolved** to note this item.

16/42 Report from the Environment and Planning Committee held on 9th May 2016

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

Cllr Vaughan requested that Somerset County Council grass verges were included on the next agenda. Cllr Vaughan further reported the dog bin at the Copse needed to be emptied, it was **resolved** the Clerk would advise West Somerset Council. It was noted the white finger post sign at Stream was illegible, however it was noted that District Council were no longer repairing the signs due the expense involved. It was **resolved** to include this item on the next EPC agenda. Cllr Aldridge arrived during this item and apologised for his late arrival.

16/42.1 (Item 16/10.1B) After a proposal from Cllr Bigwood, seconded by Cllr Vaughan, it was unanimously **resolved** the Clerk would write to Wyndham Estate and ask if they would donate the Copse to the Parish Council to ensure its continued upkeep. It was further **resolved** the Clerk would arrange another meeting with David Noad for an update.

16/43 Report from the Finance and Administration Committee held on 16th May 2016

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

16/43.1 It was **resolved** to note the provisions as at 30th April 2016.

16/43.2 (Item 16/08.2A) After a proposal from Cllr Bennett, seconded by Cllr Vaughan it was unanimously **resolved** to open a new bank account.

16/44 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 £	VAT £
06 June 2016	West of England Fire Protection 4525 Health & Safety	2891	78765	43.20		7.20	425
06 June 2016	Somerset County Council Pension Fund 4220 Pensions	2892		80.00			243
06 June 2016	Southern Microbiological Services Ltd 4525 Health & Safety	2893	7178	288.00		48.00	

16/45 To approve and sign statement of accounts and annual governance statement 2015-2016

Cllr Peeks queried the asset value being the same of the previous year. It was **resolved** the Clerk would contact the auditor to confirm this was correct, subject to his approval it was proposed by Cllr Vaughan, seconded by Cllr Kirkham to sign the Statement of Accounts and Annual Governance Statement 2015-2016.

16/46 (Item 16/23) Neighbourhood Plan

A discussion took place regarding the logistics of the plan. After a proposal from Cllr Aldridge, seconded by Cllr Kirkham, it was **resolved** with one against and one abstention, that the Clerk would contact Julian Spicer from Stogumber Parish Council, who were already going through the process and request his address to members regarding the procedure and what could come out of it. Cllr Aldridge requested this to be open to the public.

16/47 (Item 16/47) Regional Youth Council

Cllr McDonald advised members that he had contacted Kirstie Brown earlier that day to request a meeting and was waiting for a reply.

16/48 (Item 16/25) Community Bus Service – Doniford to Williton & Employment Hub

Cllr Aldridge advised the survey was still to be tweaked before distribution. A discussion regarding Cherry Tree Way and Casino Road took place and after a proposal from Cllr Vaughan, seconded by Cllr Peeks it was **resolved**, with two abstentions, that the Clerk would contact Watchet Town Council and ask if they would be willing to help subsidise the service, which would benefit residents accessing facilities and employment opportunities. Cllr Aldridge and the Clerk would compose a letter and also advise them of the survey. This would give the opportunity of including costs at the October meeting for consideration in the budget.

16/49 (Item 16/12A) Proposed Pedestrian Crossing

It was **resolved** to note that Cllrs Richards and Denton had arranged a meeting for the following week and would report back at the next meeting.

16/50 Archie Project

A discussion took place regarding Cllr Vaughan's request for funding towards the Archie Project, for a sum of approximately £500-£600 on an annual basis. After a proposal from Cllr Peeks, seconded by Cllr McDonald it was unanimously **resolved** the Clerk would request further information regarding the costs involved with running the project, why the money was needed and how the costs were made up. Cllr Davies suggested contacting Watchet Town Council to ask if they were donating to the project.

16/51 Report from Events Meeting

It was **resolved** to note the report that had been circulated. The Hanging Baskets were due to be erected at 11am the following day. Planning for the Christmas Festival was in progress. Cllr McDonald advised that events for the following year would be discussed at the next meeting and asked members for their ideas.

16/52 It was **resolved** to exclude the press and public from the remainder of the meeting

16/53 Health and Safety

16/53.1 A quotation had been received from Peninsula based on a five year term. Cllr Bennett informed members if a contract was not entered in to, he was not prepared to have sole responsibility for the Health and Safety and asked that all Councillors became jointly responsible. After a proposal from Cllr Aldridge, seconded by Cllr Peeks it was unanimously **resolved** to enter into a one year contract with Peninsula, on the basis that the cost would not exceed the sum of £1,500.00 including vat, and consider that a longer contract may be entered into pending a satisfactory performance.

16/53.2 After a proposal from Cllr Peeks, seconded by Cllr Vaughan it was unanimously **resolved** the Clerk would purchase an extra 13A rated foam extinguisher for the Parish Office.

16/54 Youth Offending Team

The Clerk gave a verbal report on the telephone conversation she had with the Youth Offending Team. After a proposal from Cllr Peeks, seconded by Cllr Parbrook, it was unanimously **resolved** the Clerk would request a meeting with the team for advice. Cllr Peeks left after this item.

16/55 (Item 16/27) Public Toilets

Cllr Richards declared an interest to members as an employee of West Somerset Council. On 1st April 2017 funding will cease for the public toilets. Cllr Denton expressed his concern regarding what else the Parish Council may be asked to take on as other areas will be devolved. Cllr Aldridge stated guidelines were needed on who/what the Parish Council would give money to. After a proposal from Cllr McDonald, seconded by Cllr Bennett, it was **resolved** the Clerk would write to West Somerset Council to request a meeting to discuss the motion further.

16/30 Matters for the next Parish Council meeting to be held on Monday 4th July 2015, Parish Office

Meeting closed at 9.47 pm