

# WILLITON PARISH COUNCIL

Minutes of the Full Council Meeting held on 6<sup>th</sup> March 2017 at 7.00 pm  
at the Parish Office, 2 Killick Way, Williton.

## Attendees:

### Councillors

Richards (Chairman), Aldridge, Birkett, Hooper, Peeks, Perrett and Vaughan

### SCC

Cllr Davies

### WSC

Cllr Aldridge

### Avon and Somerset

PC Jamie Munro

### Constabulary

### Press

None

### Clerk

Mrs Michelle Francis

### Public

None

### Other

None

## Apologies:

### Councillors

Bennett, Denton and McDonald

16/278 The Chairman advised that the meeting would be recorded and due to the length of the agenda requested members adhere to the three minute rule.

16/279 **Apologies as noted above.**

16/280 **Declarations of Interest**

Name	Agenda Item	Interest	Action
Cllr Peeks	16/300, 16/303. 16/305	Pecuniary, WSC Employee	Informed meeting
Cllr Richards	16/256.2, 16/271, 16/273	Pecuniary, WSC Employee	Informed meeting

16/281 **Approval of the Minutes of the Meeting held on 6<sup>th</sup> February 2017**

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

16/282 **Matters from the Minutes – for the purpose of report only**

16/282.1 (Item 16/256.1) Hinkley C Nuclear Power Station There had been no further update.

16/282.2 (Item 16/261.2) The Clerk advised members contact had been made with Paramedic, Mr B Day. It was **resolved** that Mr Day would be happy to deliver training but would first need to make enquiries as to whether a full time trainer was required.

16/283.3 (Item 16/269) Community Bus Service It was **resolved** to note a letter had been sent to Mr Alex Carter, Somerset Passenger Solutions, but no reply had been received to date. Cllr Aldridge advised he had also spoken to County Hall and was advised there was a short turnaround time – if there was a possibility of diverting the route they would advise. Cllr Aldridge advised Watchet Town Council were still interested in the bus route and it was **resolved** to note another meeting would be held.

16/283 **Report from Avon and Somerset Constabulary**

PC Jamie Munro introduced himself as the new Beat Manager; whilst it was on a temporary position he envisaged that he should be in position for the foreseeable future. Contact details had previously been forwarded. It was reported there was no emerging crime patterns and Williton remained a low crime area, however, there had been recent non-dwelling burglaries in rural areas; therefore, it was requested to ensure outbuildings were secured and items documented for insurance purposes.

16/284 **Report from Somerset County Councillor**

- Cllr Davies reminded members of the new law regarding the use of mobile phones whilst driving and the penalty of six points on the license and a £200.00 fine.
- A national 'Be-online' campaign would continue at the library until the 12<sup>th</sup> March.
- Somerset Youth Club had awarded £3,710.00 for the continuation of Williton Youth Club.
- It was advised the Park and Ride was due to commence in July 2017.
- Elections for Somerset County Council would take place on May 4<sup>th</sup> 2017.

**16/285 Report from West Somerset District Councillors – Williton Ward**

Cllr Aldridge reported on the recent setting on Council Tax. West Somerset Advice Bureau funding had been but by £3,000.00. It was further reported that public services were being cut; Cllr Aldridge questioned whether the interests of West Somerset were being served. It was **resolved** to note the pothole in North Croft had been reported. Any potholes reported to Highways would be assessed and repaired if necessary. If found to be deeper than 100mm it would be considered a hazard; if the hole was on a main A road it would be repaired within 90 minutes of assessment.

**16/286 Clerk's/Chairman's Notices**

- The application for the Somerset Youth and Community Group Grant had been successful.
- Temporary road closure of Woodford Road from the 6<sup>th</sup> March 2017

**16/287 Correspondence**

16/287.1 It was **resolved** to note the contents of the correspondence log.

16/287.2 After a proposal from Cllr Peeks, seconded by Cllr Hooper it was **resolved** the Clerk would ask for clarification from Somerset Coast Advice Partnership on how it would enhance and strengthen the parish of Williton.

16/287.3 It was **resolved** to note the Thank you letter received from C.L.O.W.N.S. for the recent donation.

16/287.4 It was **resolved** to note the final update on annual Surviving Winter campaign.

16/287.5 After a proposal from Cllr Peeks, seconded by Cllr Vaughan, it was unanimously **resolved** to reply to Jill Martin advising that unfortunately a grant could not be made to an individual and ask for a business bank account in the name of Young Equestrians Youth Club.

16/287.6 It was **resolved** to note that Mr Howe had advised he would be unable to undertake the upcoming Audit.

16/287.7 It was **resolved** to note the Flood Warden Newsletter that had been previously forwarded.

**16/288 Report from the Environment and Planning Committee held on 13<sup>th</sup> February 2017**

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

**16/289 Report from the Finance and Administration Committee held on 20<sup>th</sup> February 2017**

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

16/289.1 It was **resolved** to note the provisions as at 31<sup>st</sup> January 2017.

**16/290 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 £
06 March 2017	Safety Synergy Ltd 4525 Health & Safety			£120.00		£0.00
06 March 2017	Somerset County Council Pension Fund			£80.00		£0.00

**16/291 Personnel Committee**

16/291.1 Due to the recent resignation of Cllr White a vacancy had occurred on the Personnel Committee. After a proposal from Cllr Vaughan, seconded by Cllr Aldridge it was unanimously **resolved** to appoint Cllr Hooper onto the Personnel Committee.

16/291.2 It was **resolved** that a meeting would be held at a convenient time with the Clerks.

**16/292 Health and Safety**

16/292.1 Cllr Perrett reported on the recent Health and Safety meeting. It was **resolved** to note that all contractors should have risk assessments in place or at least verbally agree the risks prior to commencement of work.

16/292.2 It was **resolved** to note that Cllr Birkett had been given a selection of dates and would undertake the First Aid Training as soon as convenient.

16/292.3 It was **resolved** to note this item was ongoing.

- 16/293 Regional Youth Council**  
Cllr McDonald advised he had met with Mr Evans, Head teacher at Danesfield School and arrangements had been made to address the school during an assembly. This would be to inform the school of the role of the Parish Council and ask that the school form a Youth Council. It was hoped the Youth Council would address the members with proposals for Parish Council to consider.
- 16/294 (Item 16/270) Proposed Pedestrian Crossing**  
After a proposal from Cllr Hooper, seconded by Cllr Vaughan, it was unanimously **resolved** to defer this item to the next meeting due to time restraints.
- 16/295 Consideration of Press Officer**  
After a proposal from Cllr Hooper, seconded by Cllr Vaughan, it was unanimously **resolved** to defer this item to the next meeting due to time restraints.
- 16/296 Annual Parish Assembly, Wednesday 26<sup>th</sup> April 2017**  
It was unanimously **resolved** to ask Chief Inspector Lisa Simpson to be the main speaker at this meeting.  
Cllr Davies gave his apologies for this meeting due to the timing regarding the elections.
- 16/297 To approve meeting dates from May 2017 – April 2018**  
After a proposal from Cllr Hooper, seconded by Cllr Peeks, it was unanimously **resolved** to agree to the meeting dates that had been previously distributed.
- 16/298** It was **resolved** to exclude the press and public from the remainder of the meeting.
- 16/299 Appointment of new Internal Auditor**  
After a proposal from Cllr Aldridge, seconded by Cllr Hooper it was unanimously **resolved** to employ Sue Sherry to carry out the Internal Auditor at a cost of £16.00 per hour.
- 16/300 (Item 16/273) Public Toilets**  
16/300.1 After a proposal from Cllr Vaughan, seconded by Cllr Aldridge, it was **resolved**, with two abstentions, to submit the **resolved** amended Heads of Terms as a baseline for discussion. After a further proposal from Cllr Aldridge, seconded by Cllr Perrett, it was **resolved**, with two abstentions, to request clarification of status of the document that had been received in the Parish Office earlier today.
- 16/301 (Item 16/274) Land Acquisition - update**  
There had been no further update.
- 16/302 Doniford Car Park**  
A request had been received from Mr Clothier's solicitors asking to view a copy of a survey, it was unanimously **resolved** to reply stating the Parish Council were acting under the advice of their Health and Safety consultant and if a survey was required this should be carried out by the landowners, who had the overall safety responsibility.
- 16/303 Lease of Office and Car Park Space**  
After a proposal from Cllr Peeks, seconded by Cllr Hooper, it was unanimously **resolved** to defer this item to the next meeting due to time restraints.
- 16/304 To review and agree tenders for Grounds Maintenance contract 2017-18**  
A discussion took place regarding the tenders that had been received. After a proposal from Cllr Perrett, seconded by Cllr Aldridge it was **resolved**, with two abstentions, to award the Parish Council land to Taunton Deane, DLO and the Somerset County Council land to Countrywide Grounds Maintenance for the period of one year.
- 16/305 To review and agree contractor to carry out Weed Spraying**  
After a proposal from Cllr Peeks, seconded by Cllr Vaughan, it was unanimously **resolved** to award the Weed Spraying contract to Complete Weed Control.

**16/306 Personnel Matters**

After a proposal from Cllr Hooper, seconded by Cllr Peeks, it was **resolved** the Clerk would leave the room for the following items. It was further **resolved** the minutes would be taken by Cllr Richards.

- 16/306.1 It was **resolved** to approve the cost of the additional ten hours worked by the Parish Clerk up to January 2017.
- 16/306.2 It was unanimously **resolved** to allow both Clerks to clear any outstanding additional hours during March 2017.
- 16/306.3 It was unanimously **resolved** to allow both Clerks to clear any outstanding leave during March 2017.
- 16/306.4 It was unanimously **resolved** both Clerks would increase two points on the salary scale.
- 16/307** Matters for the next Parish Council meeting to be held on Monday 3<sup>rd</sup> April 2017, Parish Office

Meeting closed at 10.15 pm