

WILLITON PARISH COUNCIL

Minutes of the Full Council Meeting held on 4th December 2017 at 7.00 pm
at the Parish Office, 2 Killick Way, Williton.

Attendees:

Councillors	Vaughan (Vice-Chairman), Aldridge, Bennett, Birkett, Denton (left during item 17/210 at 9pm), Doherty, Hooper, Pearson, Peeks (left during item 17/210 at 9pm), Perrett and Richards (arrived at 7.35pm and left during item 17/227 at 10.10pm)
SCC	Cllr Davies
WSC	Cllr Aldridge
Avon and Somerset Constabulary	PCSO Bolton
Press	Mr S Salter, Somerset County Gazette
Clerk	Mrs Michelle Francis
Public	None
Other	None

Apologies:

Councillors Burnett and Richards for being late

Before the start of the meeting there was a presentation on Food Banks. After the presentation the meeting commenced at 7.30pm.

Due to the apologies of Cllr Richards, Cllr Vaughan, as Vice-Chairman, chaired the meeting.

17/197 The Chairman advised that the meeting would be recorded

17/198 Apologies as noted above

17/199 Declarations of Interest

Name	Agenda Item	Interest	Action
Cllr Peeks	17/207.4, 17/222	Pecuniary	Informed Meeting
Cllr Vaughan	17/226	Personal	Remained. Did not vote
Cllr Richards	17/205, 17/222	Pecuniary – Work at TDBC & WSC	Informed Meeting
Cllr Richards	17/226, 17/227	Personal & Prejudicial	Informed Meeting

17/200 Approval of the Minutes of the Meeting held on 6th November 2017

After a proposal from Cllr Peeks, seconded by Cllr Doherty, it was unanimously **resolved** to approve the minutes, after an amendment was made at the request of Cllr Davies.
(Cllrs Doherty, Denton and Peeks temporarily left the meeting at this point)

17/201 Approval of the Minutes of the Extra-ordinary meeting held on 13th November 2017

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

17/202 Matters from the Minutes – for the purpose of report only

17/202.1 (Item 17/165.1) Hinkley C Nuclear Power Station Cllr Aldridge advised the request for a larger building to store waste was due to a change on how the waste would be stored. There was no further comment regarding the application to vary environmental permit.

17/202.2 (Item 17/165.2) The Clerk advised ten parishioners had attended the Defibrillator Training and it had been very successful. The trainer had suggested that the Defibrillator was relocated to an outside position to enable 24 hours access. Cllr Bennett would explore options of where it could be located.

17/203 Report from Avon and Somerset Constabulary

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

17/204 Report from Somerset County Councillor

- Cllr Davies advised there had been fewer casualties on Somerset roads in 2016, but more deaths which were a worrying statistics.
- Somerset Highways had advised there had been a problem with the proposed handrail on Doniford Road/Larviscombe Road, regarding the SIS scheme, as the steps were owned by Magna. It was requested that Carl Gilbert, Estate Service Supervisor, was contacted to try and resolve the issue.

- Cllr Davies reported on the meeting he had attended at Stogursey regarding the application to vary the environment permit. Cllrs asked if there were any plans to blend into the landscape.
- A leaflet on University update was handed out on the vision of the County.
- Somerset County Council were currently having an Ofsted inspection on Children's services.
- A complaint regarding overgrowth on Tower Hill had been received; it was thought it was within Sampford Brett Parish; Cllr Davies would look into the matter further.
- Concern was raised about vehicles blocking Robert Street; Cllr Vaughan would query with the contractor.

(Cllrs Doherty, Denton and Peeks returned to the meeting during this point)

17/205 Report from West Somerset District Councillors – Williton Ward

- Cllr Aldridge expressed his scepticism regarding the proposed merger of WSC and TDBC as he did not understand how putting two loss making authorities together would improve the deficit. In Cllr Vaughan's opinion, due to the Business Rate revaluation, WSC would now be in a position where the deficit could in fact be met, therefore he considers it feasible for WSC to not consider amalgamation.
- Pavement along Long Street – Highways had advised an engineer would look at them.
- The Twinning Association desperately need new members.
- Concern was expressed that homes were being proposed to be built on the only viable corridor for a by-pass.
- Watchet Sea Scouts were to be charged for using Watchet Harbour, at which Cllr Aldridge was amazed as this had been decided in the same week as £369K into a business rate smoothing fund. He thought this was outrageous and urged members to support the Sea Scouts.
- Cllr Denton raised the issue regarding planning application for caravan sites to be open 12 months of the year. Cllr Aldridge advised Sedgemoor Council had made temporary alterations to enable applicants that run residential caravan sites to be open for 12 months to take up excess of Hinkley workers for accommodation. The conditions that Sedgemoor is applying is that this is a temporary provision and when Hinkley completed it will revert back 10/11 month. West Somerset are looking at following the same sort of policy.
- Cllr Davies advised a panel meeting would take place tomorrow and would be speaking about the pavement situation. County had received a presentation on the A358. Cllr Davies expressed his concern regarding the proposed amalgamation and that West Somerset would lose its sovereignty. Concern had been raised from Parish and Town Clerks regarding communication issues.

17/206 Clerk's/Chairman's Notices

The Clerk had circulated a rota for Williton Window from January 2018. It was **resolved** Cllr Bennett would submit the report this month.

17/207 Correspondence

- 17/207.1 It was **resolved** to note the contents of the correspondence log.
- 17/207.2 It was **resolved** to note the invitation from Savills to a Public Exhibition on Wednesday 6th December in the Parish Office.
- 17/207.3 (Item 17/172.3) After a discussion, it was **resolved** the request to purchase tickets could not be offered. After a proposal from Cllr Peeks, seconded by Cllr Hooper, it was **resolved** to remove the amount from the provisions due to being unable to pay a grant to a personal account.
- 17/207.4 A letter had been received from Williton Bowls Club; it was **resolved** to reply stating the letter would be forwarded to the WWMRG Charity for a full response. It was **resolved** to include in the letter that the trees were protected by TPO's and work could not be carried out without a consultation with West Somerset Council.
- 17/207.5 SASP – Physical Activity in Williton – it was **resolved** to refer this item to the WWMRG Charity.
- 17/207.6 It was **resolved** to note the newsletter from Friends of Williton Library.
- 17/207.7 It was **resolved** to note the notification from West Somerset Council regarding the Local Tax Base.

17/208 Report from the Environment and Planning Committee held on 13th November 2017

It was **resolved** to note the report. It was noted the meeting with the Flood Wardens had not taken place, it was **resolved** Cllrs Richards and Bennett would discuss the meeting of Flood Wardens.

17/208.1 (Item 17/97B) After a proposal from Cllr Peeks, seconded by Cllr Hooper, it was unanimously **resolved** to consider the following points and advise Savills of the following recommendations regarding Williton Strategic Developments;

- To enquire how many allotments were currently available at the private site on the A39
- To enquire if there was a waiting list and how many were Williton parishioners.
- To provide allotments, if there was a demand.
- A community orchard would be considered to link areas from Mamsey House to the rest of Williton.

Play equipment – after a proposal from Cllr Pearson, seconded by Cllr Bennett, it was **resolved** to recommend a Residents Management Group would be responsible for the installation and upkeep and not the Parish Council.

It was further **resolved** to forward contact details for Williton Bowls Club for Savills to make contact regarding moving sites to a possible indoor provision. It was noted that Tennis Courts were on the plans. Contact details for the current Allotments would also be forwarded to Savills.

17/209 Report from the Finance and Administration Committee held on 20th November 2017

It was **resolved** to note the report. As **resolved** earlier in the meeting the Young Equestrians allocation would be transferred back into available reserves.

17/209.1 It was **resolved** to note the provisions as at 31st October 2017

17/210 Budget Considerations 2018-2019

A discussion took place regarding the items that had been included within the proposed budget, including the proposed office IT equipment, a notice board and the extra £500 for playground maintenance.

A further discussion took place regarding the proposed Bus Service from Doniford to Williton. Cllr Aldridge proposed an amount of £8,000 be included in the budget, this was seconded by Cllr Pearson on the basis that the proposal would be considered again in January as Cllr Pearson expressed concern regarding the financial impact on parishioners. The proposal was **resolved** with two votes against.

After a proposal from Cllr Hooper, seconded by Cllr Richards it was unanimously **resolved** to grant WWMRG a subsidy of £6,500.00.

Cllrs Denton and Peeks left during this item at 9pm.

17/211 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 £
04 December 2017	Safety Synergy Ltd 4815 H&S	3115	8017	80.00		0.00
04 December 2017	Lyreco UK Ltd 4505 Printing & Stationery	3116	27355	40.06		6.68
04 December 2017	Exe Valley Electrical 6720 Xmas Festival & lighting	3117	537	681.09		111.49

17/212 Health and Safety

It was **resolved** to forward the latest Newsletter to all Councillors.

17/213 Events Committee

17/213.1 It was **resolved** all Councillors would judge the Window Competition on the night of the Christmas Festival, Wednesday 13th December 2017.

17/213.2 It was requested that all Councillors attend and help marshal the parade.

17/214 (Item 17/179) Proposed Pedestrian Crossing

17/214.1 An email had been sent from the office requesting an estimate for the works to be undertaken, no reply had been received as yet.

17/215 (Item 17/180) Community Bus Service – Doniford to Williton & Employment Hub

This had been discussed during item 17/210 Budget Considerations.

17/216 Regional Youth Council – this item was still ongoing

17/217 (Item 17/187) Land Acquisition

After a proposal from Cllr Vaughan, seconded by Cllr Hooper, it was **resolved** to agree in principal to sign the legal charge in the name of Williton Parish Council. A reply was still awaited for Land Registry regarding the certificate.

17/218 Report from Wyndham Charity Meeting

It was **resolved** to note that Cllr Richards had been unable to attend the meeting.

17/219 Report from Williton Library Meeting

It was **resolved** to note a formal report was awaited.

17/220 Use of Parish Office Facilities

As Chairman of FAC, Cllr Vaughan reminded members that the use of the Parish facilities should only be used when conducting Parish Council business and visits should be kept brief and to Parish business only, as per the Code of Conduct. This would ensure employees were not distracted from their work.

17/221 Office Procedures

Cllr Hooper expressed that any Councillor who took on a project should be copied into all correspondence, incoming and outgoing emails. After a proposal from Cllr Doherty, seconded by Cllr Perrett, it was unanimously **resolved** to look at the current procedures and review annually.

17/222 To consider the following Planning Applications

(Cllr Aldridge left the room for this item)

After a proposal from Cllr Pearson, seconded by Cllr Doherty, it was **resolved**, with one abstention, to reply to Planning with the following comment – ‘As Williton Parish Council have not been consulted, although within the Parish of Williton, we would request the application be deferred so correct procedure can be carried out and the consultation process can be correct’.

17/223 Matters for the next Parish Council meeting to be held on Monday 8th January 2018, Parish Office

Renewal of Financial Regulations
Renewal of Asset Register
Renewal of Risk Management

17/224 It was **resolved** to exclude the press and public from the remainder of the meeting.

17/225 Doniford Car Park

A discussion took place regarding recent communication. After a proposal from Cllr Vaughan, seconded by Cllr Hooper, it was **resolved** to request a meeting with the landowner with Cllrs Aldridge, Bennett and Perrett. It was further **resolved** the Clerk would forward a copy of the lease to Cllr Aldridge.

17/226 Points of Order

A discussion took place where Cllr Vaughan expressed his concerns to the Chairman regarding incorrect procedures and that the Chairman advised Cllr Vaughan to declare an interest at the meeting on 23rd October. It was noted, that no Councillor should tell another Councillor an interest should be declared.

(Cllr Richards left the meeting after this item)

17/227 Grievance Panel – verbal report

After a proposal from Cllr Hooper, seconded by Cllr Bennett, it was **resolved** the quorum for the panel would be a minimum of two Councillors.

It was noted a meeting was due to be held on Friday 8th December. After a proposal from Cllr Hooper, seconded by Cllr Pearson, it was **resolved** to hold an extra-ordinary meeting on Monday 11th December to enable the panel to report to Full Council in line with procedure.

After a proposal from Cllr Hooper, seconded by Cllr Bennett it was resolved if the external Clerk had to leave the meeting due to time restraints, the meeting could be recorded and Cllr Peeks would take notes.

Meeting closed at 10.20 pm

Signed as a true and correct record Dated