

WILLITON PARISH COUNCIL

Minutes of the Parish Council Meeting held on 7th October 2019 at 7.00 pm
at the Parish Office, 2 Killick Way, Williton.

Attendees:

Councillors	Peeks (Chairman), Aldridge, Hooper, Howes, Nye, Payne and Woods
SCC	Cllr Davies
SWAT	Cllrs Aldridge, Davies and Whetlor
Avon and Somerset Constabulary	None
Press	None
Clerk	Mrs Michelle Francis
Public	One Member
Other	None

Apologies:

Councillors	Perrett and White
Other	None

Before the start of the meeting there was an address by Minehead Rail Link

19/122 The Chairman advised that the meeting would be recorded

19/23 Apologies as noted above

19/124 Co-option of Councillor

An application had been received from Mrs Rosemary Woods for the casual vacancy on the Council. After a proposal from Cllr Hooper, seconded by Cllr Aldridge it was unanimously **resolved** to co-opt Mrs Woods onto the Council. As Cllr Woods was in attendance she duly signed the Declaration of Acceptance, after which she was able to take part in the remainder of the meeting.

19/125 Declarations of Interest

There were none

19/126 Approval of the Minutes of the Meeting held on 5th August 2019

It was **resolved** to approve the minutes of the meeting. Proposed Cllr Payne; seconded Cllr Hooper.

19/127 Matters from the Minutes – for the purpose of report only

There were none

19/128 Report from Avon and Somerset Constabulary

It was **resolved** to note the report that had been received and forwarded. PCSO Sue Thompson had won the PCC's Be Proud Awards 'Neighbourhood Officer of the year award'. A letter of congratulations would be sent.

19/129 Report from Somerset County Councillor

Cllr Davies apologised for arriving late.

Somerset Libraries new outreach vehicle – contact details given to book a visit to Williton if desired. Essential resurfacing work on A39 at Dragon Cross started this evening until Wednesday 16th October from 6.30pm – 11.30pm.

The SCC Church Service at St Peters church was well received and he thanked Cllr White for attending on behalf of the Parish Council.

The latest Recycle newsletter had been forwarded

The following Press releases were distributed

- "It's ok to ask for help" supporting children and families
- Following the transfer of the Learning Disabilities Provider Service to Discovery, in 2017 Unison brought an employment tribunal claim against SCC and Discovery. This was relating to the adequacy of the information provided to staff prior to the transfer and the claim was due to be considered w/e 21st September 2019. However, to avoid a protracted legal hearing with potential for further action, as well as continued uncertainty for staff, SCC has reached a financial settlement with Unison (total value of £647,000.00) which had resolved the claim satisfactory for all parties.
- Planning for Brexit

19/130 Report from Somerset West and Taunton Councillors – Watchet and Williton Ward

Cllr Whetlor reported :

- The planning application for 90 dwellings at Aller Mead, Doniford Road had been granted.
- The application for 139 houses Land south of Doniford Road and Normandy Avenue had been deferred to enable a site visit.
- Public Conveniences would no longer attract business rates from next year. Presently Taunton is not parished, but now has chartered trustees, therefore will be able to precept from next year.
- Climate Change strategy was being looked into

Cllr Aldridge reported :

- Regarding the planning application, the planning inspector said it could be developed if the site next to it is developed, therefore, he feels it will obtain outline permission. He had requested the site visit was held between 3pm-5pm either on a Monday or a Friday to co-inside with the school run and Butlins traffic.
- Over the next 2-3 years a new joint plan for the next 25 years would be developed, which would include policies, in the meantime there was a rush of applications. 1,300 homes in Watchet and Williton – concern was expressed on how the area would cope. In the current plan to 2032, only 700 houses in this area had been allocated.
- Cllr Peeks requested Cllr Whetlor and Cllr Aldridge to ask if the public could attend the site meeting and that a letter was sent from the Parish Council requesting attendance at the site meeting. This was agreed.
- Cllr Peeks further requested that the planning committee walked to the site from Williton and also from Watchet especially regarding footpaths and access; not all children would attend Knights Templar, some could attend St Peters. Cllr Aldridge confirmed he had spoken to the officer organising the site visit and had suggested meeting at West Somerset House and walking to the site.
- Cllr Aldridge would contact the Police Commissioner to ask why the Police were looking for a new site in Minehead, when Chief Inspector Lisa Simpson confirmed in two previous meetings that the Police would stay in Williton for operational reasons – he would like to know what has changed. Taunton Police are in the District Council offices and he would ask why they are not going into West Somerset House.

19/131 Clerk's/Chairman's Notices

- The rota for Williton Window that had been previously forwarded was agreed.
- Temporary Road Closure – Minehead to Williton Road (A39) 7th October for 4 evenings
- Temporary Road Closure – Stream Road – 12th November 2019 for 3 days
- Engage Voluntary Sector Forum AGM – Monday 4th November 2019

19/132 Correspondence

- 19/132.1 It was resolved to note the contents of the correspondence log
The SALC West Area Meeting would be held on Thursday 17th October at West Somerset House, Williton starting at 5pm – Cllrs Aldridge and Hooper would attend.
- 19/132.2 SALC AGM Saturday 26th October 2019 – It was resolved Cllr Payne would attend
- 19/132.3 Love Musgrove newsletter - noted
- 19/132.4 Wessex Water flushing of water main between 7th and 11th October - noted
- 19/132.5 Forelle Estates had requested to address members before the November meeting regarding their proposal to build a filling station at Washford Cross roundabout. (Cllr Aldridge abstained from commenting on this item). It was felt it would be beneficial to hold a public meeting, rather than just address the Council. The Clerk would suggest this to Forelle with suggested venues, both in Williton and Watchet. Details would be liaised with Watchet Town Council.
- 19/132.6 West Somerset Advice – a proposal and rationale for a service level agreement had been requested. After a discussion, Cllr Peeks proposed the sum of £500.00 was donated to West Somerset Advice and to look at again if monies remained in the budget at the end of the current financial year and that a service level agreement was looked into. Seconded by Cllr Woods – unanimously **resolved**.
- 19/132.7 Road Safety Presentation – Route 60+ - it was unanimously **resolved** to offer the use of the Parish Office free of charge for the presentation. Proposed Cllr Hooper, seconded Cllr Payne
- 19/132.8 Somerset Rivers Authority Annual Report 2018-19 - noted

19/133 Report from the Environment and Planning Committee held on 16th September 2019

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

19/134 Report from the Finance and Administration Committee held on 16th September 2019

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

19/134.1 It was **resolved** to note the provisions as at 31st July and 31st August 2019.

19/134.2 (Item 19/52A) After a proposal from Cllr Payne, seconded by Cllr Hooper, it was **resolved**, with one abstention to re-adopt the Risk Management policy with no amendments.

19/135 To receive accounts for payment not covered by Finance and Admin Committee

It was **resolved** with one abstention to pay the following invoices. The invoice from CT Tanks, regarding the playground repairs had been received just before the meeting. It was **resolved** Cllrs Nye and Payne would check the repairs and if happy with the work, the invoice could be paid.

Proposed Cllr Payne, seconded Cllr Hooper – carried.

Date	Details	Cheque No.	Invoice No.	Total Bank £	Cash £	VAT £
07/10/19	Somerset County Council Pension Fund 4220 Pensions	3457	9002156	178.00		0.00
07/10/19	Coomber Security Systems Ltd 4540 Maintenance of Equipment	3458	173548	54.00		9.00
07/10/2019	Countrywide Grounds Maintenance 4560 SCC Ground Maintenance	3459	75478	177.00		29.50
07/10/2019	Countrywide Grounds Maintenance 4555 WPC Ground Maintenance	3460	75479	837.98		139.66
07/10/2019	PKF Littlejohn LLP 4810 Audit/Accountancy	3461	20193274	480.00		80.00
07/10/2019	Countrywide Grounds Maintenance 4555 WPC Grounds Maintenance	3463	78819	98.10		16.35
07/10/2019	N Ridge 4510 Office Cleaning	3464	42	96.00		0.00
07/10/2019	Vision Office Technical Services Ltd 4505 Printing, stationery and postage	3465	92676,94864, 97223	342.00		57.00
07/10/2019	Martin James Consultancy Ltd 4815 Consultants	3466	473, 476	120.00		20.00
07/10/2019	Function 28 Ltd 4605 Website	3467	6161	12.00		2.00
07/10/2019	Wicksteed Leisure Ltd 6035 Playground Maintenance	3468	807883	27.00		22.50
07/10/2019	CT Tanks 6035 Playground Maintenance	3469	CT001	3279.00		0.00

19/136 End of Year Audit 2018-2019

19/136.1 It was **resolved** to note the Notice of Conclusion of Audit from PKF Littlejohn LLP had been received

19/136.2 External Auditor Report and Certificate – “*confirmation that AGAR is in accordance with Proper Practices and no other matters have come to their attention*”. It was **resolved** to note the comments

19/137 Health and Safety – Cllr Payne advised the file would be updated

19/138 Report from Watchet, Williton and Quantock Vale Area Panel Meeting held on 17th September 2019 – it was **resolved** to note the report forwarded Cllr Perrett. Cllr Aldridge, (acting as District Councillor) confirmed he had invited an officer to attend the Parish to visit the footpaths with Councillors, but to date had not received a reply. A copy of the email would be forwarded to the Clerk and it was **resolved** a letter would be written from the Parish requesting a site meeting.

19/139 Report from the Events Sub Committee held on 17th September 2019 - noted

A verbal report was given by Cllr Howes. A request for funding towards VE Day Celebrations was discussed, after a proposal from Cllr Hooper, seconded by Cllr Aldridge, it was unanimously **resolved** to fund £500.00 to enable a band to be booked. After a proposal from Cllr Hooper, seconded by Cllr Payne, it was unanimously **resolved** an article would be placed in Williton Window asking for volunteers for a Village Crier, suggested auditions to be held at the Christmas Festival. A request for volunteer sewers to help make a costume would be included.

19/140 Street Lighting

Somerset County Council had replied with a proposed siting which was different to the location that had been requested. Cllr Aldridge expressed concern regarding the cost of the installation as bookings had not been impacted and no complaints had been received regarding the dark access. It was agreed to defer this item to enable Councillors to visit the area – suggested at the end of this meeting.

19/141 Public Conveniences

It was **resolved** to forward all comments that had been received to District Council with the clear message that had come across, that if Taunton was funded, West Somerset and other areas should also be funded – one area, one funding. A copy would be sent to District Councillors and Cllr Woods. Cllr Aldridge would discuss at scrutiny committee and a copy would be forwarded to the Chair and Clerk of the committee.

19/142 (Item 19/117) Defibrillator

An email had been received from SWAT to advise they would be happy for the Parish Council to relocate their Defibrillator in the District Council offices to be moved to the outside wall of the Parish Office to enable 24/7 access. After a suggestion from Cllr Whetlor it was resolved to contact Lawrence to ask for advice on the best location – possibly to look at the outside of District Council office. District would be advised.

19/143 Matters for the next Parish Council meeting to be held on Monday 4th November 2019, Parish Office

19/144 After a proposal from Cllr Hooper, seconded by Cllr Aldridge, it was **resolved** to pass a resolution to exclude the Press and Public from the remainder of the meeting due to commercial sensitivity and personnel items.

19/145 Doniford Car Park

19/145.1 A Deed of Surrender had been received. After a proposal from Cllr Peeks, seconded by Cllr Hooper it was unanimously **resolved** that the Chairman would sign the document on behalf of the Parish Council. It was further **resolved** to leave the gate and signs in situ, if agreed by the owner; all keys for the padlock would be handed to the owner upon completion.

19/145.2 Cllr Peeks confirmed she had approached the owner of the suggested alternative site. After a proposal from Cllr Hooper, seconded by Cllr Howes, it was resolved to formally write to the owners with a proposal.

19/146 Bellamys Corner

There had been no further update, however, it was noted on planning application 3/37/19/021, the old paper mill site, it showed a mini-roundabout outside the Williton Co-op and it was unsure whether alterations to the existing roundabout by Bellamys Corner would be carried out.

19/147 Report from Personnel Meeting held on 1st October 2019 and any recommendations for approval

Cllr Payne gave a verbal report of the recent meeting and appraisals and a request for the Personnel Committee and Clerk to receive HR training on undertaking appraisals from Martin James at a cost of £385 + vat. It would be enquired if the price would alter if more attended, if not, Cllr White would be invited, together with other Parish Councils to try and reduce the cost. Proposed by Cllr Hooper, seconded by Cllr Nye and unanimously **resolved**.

Meeting closed at 9.10 pm

Signed as a true and correct record Cllr Payne Dated 4th November 2019