

# WILLITON PARISH COUNCIL

Minutes of the Parish Council Meeting held on 4<sup>th</sup> November 2019 at 6.45 pm  
at the Parish Office, 2 Killick Way, Williton.

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## Attendees:

<b>Councillors</b>	Payne (Chairman), Hooper, Howes, Nye, Stanford, White and Woods
<b>SCC</b>	Cllr Davies
<b>SWAT</b>	Cllr Davies
<b>Avon and Somerset Constabulary</b>	None
<b>Press</b>	None
<b>Clerk</b>	Mrs Michelle Francis
<b>Public</b>	None
<b>Other</b>	None

## Apologies:

<b>Councillors</b>	Aldridge, Peeks and Perrett, SWAT Cllr Whetlor
<b>Other</b>	PCSO Thompson

Before the start of the meeting there was an address by West Somerset Railway Association

Due to the absence of the Chairman and Vice Chairman, it was unanimously **resolved** Cllr Payne would Chair tonight's meeting – proposed Cllr Hooper, seconded Cllr White.

**19/148 The Chairman advised that the meeting would be recorded**

**19/149 Apologies as noted above**

**19/150 Co-option of Councillor**

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

**19/151 Appointment of Councillors to Committees and agreement of day and dates of meetings**

Councillors Nye, Stanford, White and Woods were duly elected to the Environment and Planning Committee with Cllrs Perrett and Peeks as ex officio members.

Councillors Aldridge, Hooper, Howes and Payne were duly elected to the Finance and Administration Committee with Cllrs Perrett and Peeks as ex officio members.

It was resolved to revert to the previously agreed dates of meetings, EPC being the 2<sup>nd</sup> Monday of the month, FAC being the 3<sup>rd</sup> Monday of the month.

**19/152 Declarations of Interest**

There were none

**19/153 Approval of the Minutes of the Meeting held on 7<sup>th</sup> October 2019**

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

**19/154 Matters from the Minutes – for the purpose of report only**

19/154.1 (Item 19/132.5) It was resolved to note that Forelle Estates had booked a drop in session in the Pavilion on Wednesday 4<sup>th</sup> December 2019 regarding the proposed Washford Cross roundabout. It was resolved to note that Watchet Town Council had been informed.

19/154.2 (Item 19/132.7) Road Safety Presentation – Route 60+ - a date had been confirmed as Wednesday 9<sup>th</sup> September 2020.

**19/155 Report from Avon and Somerset Constabulary**

It was **resolved** to note the report that had been received and forwarded.

19/155.1 Members were reminded of the request from the Police to complete a survey regarding Neighbourhood Policing

The Clerk advised members a copy of a letter from Sue Mountstevens, Police and Crime Commissioner, addressed to Cllr Aldridge had been received earlier that day confirming that Avon and Somerset Police “would be moving into West Somerset House hopefully by January 2020 but by the new financial year at the latest. The Police were looking for a small, public facing base in Minehead to compliment the main and larger base that will be at Williton”.

**19/156 Report from Somerset County Councillor**

- Climate Emergency Drop-ins rescheduled – due to the announcement of a December General Election, these events had been moved to the New Year and will now take place in January and February 2020.
- A major upgrade for Quantock Road roundabout in Bridgwater started today with completion set for spring 2020.
- Temporary road closure of St Audries to Doniford from 19<sup>th</sup> November 2019 – expected to last for 3 days for BT Openreach to carry out cabling works.
- SCC Snow Warden Scheme 2019/2020 – a leaflet was distributed
- Duke of Edinburgh Award – Somerset County Council were looking for volunteers to fill three new exciting DofE opportunities – leaflet available in the office.
- County Hall would be closed for Christmas from 6pm Tuesday 24<sup>th</sup> December until Thursday 2<sup>nd</sup> January at 7am.

**19/157 Report from Somerset West and Taunton Councillors – Watchet and Williton Ward**

Cllr Whetlor had submitted a written report which would be attached to the minutes. It included reports on the following:

- 4<sup>th</sup> October Members Viability Seminar
- 8<sup>th</sup> October SWaT Full Council Meeting
- 9<sup>th</sup> October Scrutiny Committee
- 16<sup>th</sup> October Two Valleys Flood Prevention Meeting at Williton
- 17<sup>th</sup> October SALC West Area Meeting
- 1<sup>st</sup> November Watchet to Blue Anchor Options Study

Cllr Davies added the Park and Ride at Taunton would now be open on Saturdays.

An ice rink was being installed for the Christmas period in at Castle Green, Taunton from 9<sup>th</sup> December 2019 – 5<sup>th</sup> January 2020 – questions were asked at the SWaT meeting whether any funding would be given to other towns and villages for their Christmas decorations. Cllr Whetlor suggested if the Taunton Charter Trustees were allowed to precept next year, that they should pay for this themselves.

After a proposal from Cllr Hooper, seconded by Cllr Howes, it was resolved to write a letter stating that Taunton should pay for the Ice Rink and that it should not be paid for by District Council. A copy of the letter would be forwarded to Parish and Town councils in the West Somerset area.

**19/158 Clerk's/Chairman's Notices**

- Cllr Nye would write to next report. Members were reminded that reports are to be submitted to the Parish Office, who would forward to Williton Window.
- Temporary Road Closure – St Audries to Doniford Road, 19<sup>th</sup> November 2019 for 3 days
- There were two vacancies remaining for the Parish Council, co-option notices would again be issued.

**19/159 Correspondence**

- 19/159.1 It was **resolved** to note the contents of the correspondence log
- 19/159.2 Big Lottery – Community get together funding - noted
- 19/159.3 Atwest – Accessible Transport West Somerset – a grant application form would be forwarded
- 19/159.4 Minehead Rail Link – Notes on illustration of train pathing and timetabling had been received - noted
- 19/159.5 A letter had been received from WWMRG Charity requesting a subsidy of £9,000.00 for the maintenance and support of the Memorial Ground and its facilities through 2020 to 2021. Cllr Hooper thought this amount was too high and proposed a subsidy of £8,500.00; seconded by Cllr Woods, unanimously **resolved**.
- 19/159.6 Invitation to Engage AGM and Voluntary Sector Forum, Monday 4<sup>th</sup> November had been received - noted
- 19/159.7 Invitation to West Somerset Advice AFM and Membership Review 2019 had been received - noted

**19/160 Report from the Environment and Planning Committee held on 14<sup>th</sup> October 2019**

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

**19/161 Report from the Finance and Administration Committee held on 21<sup>st</sup> October 2019**

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

19/161.1 It was **resolved** to note the provisions as at 30<sup>th</sup> September 2019.

19/161.2 (Item 19/69A) After a proposal from Cllr Hooper, seconded by Cllr Nye, it was **resolved**, with one abstention to adopt the Grievance and Disciplinary Policy with no amendments.

**19/162 To receive accounts for payment not covered by Finance and Admin Committee**

It was **resolved** to pay the following invoices. Proposed Cllr Hooper, seconded Cllr Howes – carried.

Date	Details	Cheque No.	Invoice No.	Total Bank £	Cash £	VAT £
04/11/19	Countrywide Grounds Maintenance 4555 WPC Ground Maintenance	3483	85296	837.98		139.66
04/11/19	Countrywide Grounds Maintenance 4560 SCC Ground Maintenance	3484	85295	177.00		29.50
04/11/19	Lyreco UK Ltd 4505 Printing, stationery & postage	3485	641024161	78.22		13.04
04/11/19	Martin James Consultancy Ltd 4815 Consultants	3486	478	60.00		10.00
04/11/19	Complete Weed Control 4561 Weed Spraying	3487	SD-6305	432.00		72.00
04/11/19	Mr I Aldridge - reimburse re CRS 6210 Bellamys Corner	3488	M149954	29.62		4.94

**19/163 Minehead Rail Link Group**

Following the presentations from Minehead Rail Link Group and the Trustee from West Somerset Railway, a discussion took place regarding the request from Minehead Rail Link Group, to submit a motion of support in principle for the aims of Minehead Rail Link. After a proposal from Cllr Woods, seconded by Cllr White, it was unanimously **resolved** not to support the motion on the basis of the current proposal being incompatible with the Heritage railway.

**19/164 Health and Safety**

Cllr Payne advised he had been working through the documents for the Parish Council and the WWMRG Charity. Due to the amount of documents the Clerk would investigate sending them by drop box; printed copies would be available in the office. An asbestos report was required on the Parish Office – Mr Vaughan would be contacted to enquire if he held any information regarding the renovations, from his time on the Council. If no documents could be located, an external company would be instructed to carry out the report. Proposed by Cllr Hooper seconded Cllr Howes; unanimously **resolved**. Cllr Payne was thanked for all of his work.

**19/165 Events Sub Committee**

19/165.1 Christmas Festival – Councillors were asked to help with the parade on 11<sup>th</sup> December 2019. Cllrs Hooper, Woods and White confirmed they would be available. Lanterns would be used for the parade – please donate tins to Cllr Howes. The next meeting would be held on Thursday 14<sup>th</sup> November in the Pavilion.

Remembrance Service – it was **resolved** to open the toilet in the Barn. Members volunteered to attend the Memorial at 9am to sweep and mop the area.

**19/166 Report from SALC West Area Meeting held on Thursday 17<sup>th</sup> October 2019**

The Clerk advised she had attended the meeting and had requested that site visits for planning applications were undertaken; also that consultation on applications which would affect neighbouring Parishes/Towns would be sought. Members views regarding Public Conveniences were given, being the funding should be the same over the whole District.

**19/167 Report from SALC AGM held on Saturday 26<sup>th</sup> October 2019**

Cllr Payne gave a verbal report on the presentations given; Langport Town Council had successfully installed solar street lighting; Castle Cary on how they were rejuvenating the town and Somerset Waste Partnership on new recycling that was being introduced. Climate change was discussed.

**19/168 Street Lighting**

After the site meeting it was agreed not to proceed with a street light at the suggested location on Robert Street as the lighting was deemed to be sufficient; proposed Cllr Nye, seconded Cllr White – unanimously **resolved**. It was noted other areas in the Parish were darker, therefore, the £10,000.00 that had been set in the budget would be added to the provisions for future potential projects. Langport Town Council would be contacted regarding their solar lighting for information. Proposed Cllr Howes, seconded Cllr Nye – unanimously **resolved**.

**19/169 Dog Bins**

Cllr Howes had been asked for Dog Bins to be located between Butts Close and Aller Meade Way and at the Trading Estate. Information regarding costings, including the emptying, would be obtained from District Council and the item referred to EPC for consideration.

**19/170 Public Conveniences**

No further update

**19/171 Defibrillator**

No further update

**19/172 Matters for the next Parish Council meeting to be held on Monday 2<sup>nd</sup> December 2019, Parish Office**

Scam Marshalls

**19/173** After a proposal from Cllr White, seconded by Cllr Stanford, 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.

**19/174 Doniford Car Park**

The Deed of Surrender was being processed. Cllr White asked if the oak information sign could be removed with a view for it to be relocated – the Clerk would contact the solicitor to ask if this would be possible.

**19/175 Bellamys Corner**

There had been no further update.

**19/176 HR Training for Personnel Committee and Clerk regarding staff appraisals**

Martin James Consultancy Ltd had replied to advise he would be happy for approximately 8 – 12 people to attend the training at no extra cost. Neighbouring Parish and Town councils would be asked if they would like to attend to reduce the cost to WPC. A date would be set in the New Year.

**19/176.1** Clerks Hours – after a proposal from Cllr Hooper, seconded by Cllr White, it was unanimously **resolved** to maintain the current hours; to be re-considered at January 2020 meeting.

Meeting closed at 9.11 pm

Signed as a true and correct record ..... Cllr Payne ..... Dated ..... 2<sup>nd</sup> December 2019 .....