

# WILLITON PARISH COUNCIL

Minutes of the Environment and Planning Committee Meeting held on 12<sup>th</sup> October 2020 at 7.00pm  
Due to Covid-19 and following changes to the government rules during this period, the meeting was held via  
Zoom video conferencing

## Attendees:

**Councillors:** Peeks, Woods, McDonald, Payne & Nye.  
**Public:** None  
**Other:** Jo Holmes  
**Apologies:**  
**Councillors:** White & Aldridge

**20/50B The Chairman advised that the meeting would be recorded.**

**20/51B Apologies** - as noted above.

**20/52B Declarations of Interest** – There were none.

**20/53B Minutes of the Environment and Planning Committee Meeting held on 14<sup>th</sup> September 2020.**

After a proposal from Cllr McDonald, seconded by Cllr Nye, it was **resolved** to approve the minutes and was agreed by two others, Cllr Payne abstained due to not being present at this meeting.

**20/54B Clerks Notices** – there were none.

**20/55B Matters from the Minutes.**

**20/55.1B** It was **resolved** to note the Great British September Clean held on the 26<sup>th</sup> September 2020 was well attended with 14 black bin bags of rubbish being collected, this was reported in the WSFP and an article was put in the Williton Window.

**20/56B Correspondence.**

**20/56.1B** It was **resolved** to note the parishioner had been informed of EPC decision to leave the 'Welcome to Williton' four entrance gateway signs as they are for now, but SCC Highway had been contacted and they agreed to put patches over the out of date 'Bakelite Museum' part of these signs.

**20/56.2B** It was **resolved** to note that Tropiquaria Animal Park had replied advising they have no knowledge of who owns this bus shelter.

The Clerk has since been advised there had been a Partnership between SCC, both districts at SWAT and First Bus, that the Civils works i.e. high access kerbs, footway and bus stops markings were constructed by SCC with West Somerset agreeing to maintain the new shelters under the Bus Service Improvement Initiative for the 28 Service from Minehead to Taunton a few years back with the Tropiquaria Bus Shelter being one of these within the scheme, request SWAT look into this.

**20/56.3B** It was **resolved** to note that we have not received a reply from SCC Highway regarding the future maintenance of the Washford Cross Roundabout and for the Clerk to chase this matter again with them.

**20/56.4B** It was **resolved** to note Wyndham Arms and the Spar guttering issue had not been sorted out and still require clearing. The Clerk had contacted SCC Highway who advised they would send letters to the relevant properties requesting for the guttering to be cleared, the Clerk is to chase for an update with regards to the letters and report back at the next meeting.

**20/56.5B** It was **resolved** that the agents of Wyndham Estates had organised a contractor to look at the embankment where the erosion is quite bad, Cllr McDonald advised there is now a sign warning of the path eroding and for people to not walk too close to the edge, a meeting is to take place with the secure agricultural tenant who has a tenancy of the adjoining field in order that a solution can be reached, it was requested to ask the agents Savills if both Cllr Peeks and Cllr McDonald could also attend this meeting and to advise when this is to take place.

**20/56.6B** It was **resolved** to note the Parishioner had advised road defects on Bridge Street and Half Acre have now been repaired and that SCC Highway Lighting advised a task order had been issued and job created to repair the streetlights that have been burning throughout the day along North Street to Doniford Road by mason Arms.

**20/56.7B** It was **resolved** to note that the grass had been cut at the front of Quantock View flats although the hedges were still overgrown.  
It was proposed by Cllr McDonald, seconded by Cllr Payne agreeing to the amendments Cllr Peeks had made to the template letter reminding tenants/property owners of their responsibility to maintain their hedges and grassed areas of their properties and that this now can be issued when required.

**20/56.8B** It was **resolved** to advise the Walking and Cycling Manifesto for Somerset email had been discussed and it was agreed to note this.

- 20/56.9B It was **resolved** to note Idverde and SWAT had been contacted regarding the increase in seagulls around Roughmoor Industrial Estate and surrounding areas, reporting how they are now becoming a nuisance swooping down at people and dive bombing rubbish bags, SWAT kindly issued a seagull information sheet on best methods in preventing gulls from nesting on properties, however as this does not solve the problem, it was suggested to write to the Environmental Health about the increase in seagulls and of the nuisance and health risk they are causing to see if they can help.
- 20/56.10B It was **resolved** to note despite letters being sent out to both Wyndham Estate and Danesfield School regarding the "Tumulus Field" project and applying for the Two Valleys tree planting funding which is due to end in December 2020, neither had responded. Cllr McDonald suggested he may visit both places to see if he could speak to someone and discuss this project further to move things forward.
- 20/56.11B It was **resolved** to note that as no Cllrs were able to attend the Parish Online remote demonstration that was held on the 5<sup>th</sup> October 2020, the Clerk would ask if there is a copy of this online meeting available to then forward on to the Cllrs to view.
- 20/56.12B It was proposed by Cllr Woods, seconded by Cllr Nye, and unanimously agreed to not form a working party to issue a report on the Governments Planning White Paper.
- 20/56.13B It was proposed by Cllr Nye, seconded by Cllr McDonald, two Cllrs in agreement with one abstaining, to order Beech and Oak Trees up to the £50 value, collection will need to be arranged for after the 23<sup>rd</sup> November 2020 in Minehead, meanwhile arrange where these are going to be planted around the Parish.

**20/57B Planning applications for consideration** - There were no planning applications to discuss.

**20/58B Notification of Planning Decisions** – Noted.

| Application No | Location                                              | Outcome |
|----------------|-------------------------------------------------------|---------|
| 3/39/20/012    | Doniford Farm Park, Doniford Road, Watchet, TA23 0TQ. | Granted |
| 3/39/20/013    | The End Of The Road, 16 Catwell, Williton, TA4 4PF.   | Granted |

**20/59B Highway Matters.**

- 20/59.1B It was **resolved** to note we are still awaiting a response from SCC Development Control Team regarding the missing commuted sums for maintaining infrastructure assets in respect of the Doniford Bus Shelter, the Clerk is the chase for a response before the next EPC meeting.
- 20/59.2B It was **resolved** to note a working group was formed and the wildflower seeds had now been scattered on the Doniford Road grass verge (sustainable verge).
- 20/59.3B It was **resolved** to note a reply from SCC Traffic Management is still awaited with an update on repainting the fading road markings on A39 between Mamsey House and Bank Street, it was suggested to ask SCC if Pondhead Cross junction could also be refreshed.
- 20/59.4B It was **resolved** to advise that SCC Highway had now given permission for the grit bins to be sited at Five Bells, Bridge Close and Half Acre Close, and it was proposed by Cllr Woods, seconded by Cllr Payne and unanimously agreed by all to now purchase the proposed grit bins.
- 20/59.5B It was **resolved** to note West Quantoxhead Parish Council had confirmed they would discuss our request for their permission to request to SCC Highway for road hazards signs to be provided on the West Quantoxhead Road bottom and top of hill at their next meeting on 4<sup>th</sup> November 2020.
- 20/59.6B It was **resolved** to note a request sent to SCC highways to increase the double yellow lines along Long Street from Sir Gilbert Scott Court to Station Road entrance had not been replied to and the Clerk is to chase this matter.
- 20/59.7B It was proposed by Cllr McDonald, seconded by Cllr Woods, and unanimously agreed by all to ask SCC Highways whether there is anyway the Pondhead Cross Junction could be improved, express how dangerous this junction is especially with all the heavy goods vehicles going in and out of the junction, and as the road markings have almost disappeared making it worse, could this be looked upon as a matter of urgency.

**20/60B Footpaths/Pavements.**

- 20/60.1B It was **resolved** to note SCC Highway advised the difficulty of socially meeting now due to COVID-19, and had requested for a list of details of all poor footpaths/pavements within the Parish, send it to them and they would then check these areas and advise.  
The Clerk is to forward a list of streets to Cllrs for them to check and report back to the Clerk by 26<sup>th</sup> October, this list will then be forward on to SCC Highway to check.

## **20/61B Finance and Budget.**

20/61.1B The Ground Maintenance Contract renewal for 2021/22 was discussed and it was proposed by Cllr Payne, seconded by Cllr Nye, and unanimously agreed by all to recommend to Full Council the following amendments:

1. Grass Cutting on Memorial Ground – add in the comments section on the list of jobs to be careful when cutting around the bollards and base of trees to prevent any damage being caused.
2. Hedges on Memorial Ground and Children's Play Area – reduce cutting the hedges from 4 cuts to 2 cuts per year, add in cutting the conifer hedge in the Children's Play Area 2 times a year, and change the wording on the specification to 'cut sides and top of hedge, providing it can all be reached from ground level'.
3. Grounds Clearance on Memorial Ground – remove conkers and leaf clearance, carry out 3 times a year, this is to be advised by the Clerk.
4. On specification add number of times to be carried out per year to each section.
5. Amend wording on spraying d(i) & d(iii), hedge cutting e(i) and grounds clearance g(i).
6. Williton Community Hall Land – to add working on specification to grass cutting 'and remove from site'.

20/61.2B The Weed Spraying Contract renewal for 2021/22 was discussed and it was proposed by Cllr Woods, seconded by Cllr Payne, and unanimously agreed by all to recommend to Full Council the following amendments:

1. On the specification to amend the wording on (3) spray both sides of the road, the roadside edge of pavement and the adjoining property wall side of the pavement, unless there is no pavement, then spray where the adjoining property joins the road.
2. Add to the list of streets - Doniford Road, by Court Farm, kerbside of pavement where there is pavement by the bus stop (opposite Doniford Farm) up until where pavement ends by bridge.
3. Add to the list of streets - Bridge Street to include small piece of road leading from Bank Street into Bridge Street, only on the housing side where the pavement is.

20/61.3B The SCC Grass Verge Cutting Contract renewal for 2021/22 was discussed and it was proposed by Cllr Payne, seconded by Cllr McDonald, and unanimously agreed by all to no amendments to be made and recommend this to Full Council.

20/61.4B The Budget considerations 2021/22 was discussed and it is to be recommended to Full Council the following amendments:

### **1. EPC Assets Management.**

- a) Furniture and fittings increase from £400 to £500.
- b) Tools and equipment increase from £100 to £250.
- c) Play equipment maintenance lower, from £3000 to £2000.

This was proposed by Cllr Payne, seconded by Cllr Nye, and unanimously agreed by all.

### **2. EPC Grounds Maintenance.**

- a) It was agreed to add an extra line in for Doniford Road (sustainable verges) and keep £500 the same for all 3 areas.
- b) It was agreed to change the wording from EPC Grounds Maintenance to EPC Ground Improvements.

This was proposed by Cllr Peeks, seconded by Cllr Nye, and unanimously agreed by all.

### **3. EPC Projects.**

- a) Leave Parish Signage and Nature Conservation, Community Enhancements and Traffic Management as it is.
- b) It was agreed to increase the Christmas lighting, Festival, and Competition amount from £500 to £600.

This was proposed by Cllr Payne, seconded by Cllr McDonald, and unanimously agreed by all.

## **20/62B Weed Spraying.**

20/62.1B It was **resolved** to note that the Weed Spraying Treatment had been administered on 28<sup>th</sup> September 2020, it was agreed to send all Cllrs the list of streets to be checked and ask them to report their findings back to the Clerk by 19<sup>th</sup> October 2020.

It was proposed by Cllr Peeks, seconded by Cllr Nye, and unanimously agreed by all, to ask Countrywide Grounds Maintenance for a quote to carry out the pre-emergent treatment as a trial on only Roberts Street and Longfield Close providing the quote is no more than £50 to then go ahead.

- 20/62.2B The Clerk advised that we now have a letter from the new owners of the property adjacent to the Pavilion entrance agreeing for our Ground Maintenance Team to continue administering weed spraying treatment to their stone wall in the future.
- 20/63B Items of Report from Grounds Maintenance Officers.**
- 20/63.1B Bridge Green (The Copse) – It was agreed to write to Wyndham Estate following the meeting we had earlier in the year stating that nothing has been done about this area to date and it is now getting really bad again over the last week with the tractors using it.
- 20/63.2B Bellamy's Corner – Countrywide advised they would deal with the brambles on their next site visit, they also advised there had never been any defined shrub beds on site and they had always strimmed as close around any bulbs and plants that were planted directly into the grass. The plant pots are now free of weeds and the paving slabs had now been sprayed.  
It was proposed by Cllr Peeks, seconded by Cllr McDonald for Cllr Nye to liaise with the Clerk to purchase some flowers/shrubs to go into the flower pots up to the cost of £20 for both pots.  
It was agreed to monitor the situation re food waste being left out, but to also approach SWAT Environment Health Department asking whether they would consider loaning us their surveillance camera for us to use on Bellamy's Corner to see who is fly tipping, as this is causing a hazard to health by leaving food waste which includes, vegetable peelings, mouldy bread and raw chicken meat and this could come under their remit.
- 20/63.3B Street Furniture – Cllr Peeks reported no issues around the village.
- 20/63.4B Grass Verges – The grass verge between Larviscombe and North Croft had now been cleared.
- 20/64B Items of Report on Play Equipment in Recreation Ground.**
- 20/64.1B The discussions regarding the ground trampoline would have to be deferred until next month as Cllr White was not at this meeting to update.
- 20/64.2B It was **resolved** to obtain 3 quotations from playground repair companies for all the repairs that were mentioned in the Children's Playground Inspection Report and discuss again once quotations have been received. This was proposed by Cllr Peeks, seconded by Cllr Nye, and all were in favour.  
Cllr Nye requested that a sign go up by the children's cradles swings advising of age limit preventing misuse from older children.
- 20/65B Flooding Matters.**
- 20/65.1B It was **resolved** to note we have still not received a reply from SCC Highway regarding adding grooves/gulley's along the pavement on Long Street, Cllr Peeks suggested we chase this again as it is now getting closer to the winter months when these areas along the pavements will only get worse again.
- 20/65.2B It was **resolved** to note an email received from the Environment Agency advising they would schedule in additional work over the coming weeks to try and help reduce the overgrowth of vegetation along the river which is at the back of properties of Bridge Street, Blacksmith Close, Robert Street and Catwell through to Townsend, they advised their normal channel maintenance work, subject to date changes due to river flows/flood response duty's, etc should be approximately around January 2021.  
The Environment Agency also acknowledged that we had advised them of the issue regarding riparian owners disposing of garden waste incorrectly, and had advised us to contact SWAT Environmental Health regarding this, Cllr McDonald agreed to check the river area behind Townsend to see if garden waste is still being disposed of incorrectly, and if it is to also send a copy of the Environment Agency letter onto SWAT Environmental Health Team advising of these ongoing issues and that the Environment Agency have been informed.
- 20/66B Community Speed Watch.**
- 20/66.1B Due to Cllr Aldridge and Cllr White absence discussion regarding SID (Speed Indication Device) device and costs would be deferred until next month.
- 20/66.2B Due to Cllr Aldridge and Cllr White absence discussion regarding training for SID installation and costs would be deferred until next month.
- 20/67B Empty Homes.**
- 20/67.1B The Case Manager confirmed he had sent off approximately 20 letters to the empty properties in Williton that he had not had any update from or had previously not engaged with for some time and would send a briefing note as soon as he has any updates.
- 20/68B Highway Finger Posts.**
- 20/68.1B The fingerposts are being made and the renovation of the fingerposts is under way, these should be completed over the next coming months.

**20/69B Outdoor Gym Equipment.**

20/69.1B Cllr Howes advised that she does not have the capacity to carry on representing this project, it was agreed to forward the questionnaire regarding the outdoor gym equipment to all Cllrs for them to read and check the wording, then amend/agree and send back to the Clerk before the next meeting.

**20/70B Village Notice Board.**

20/70.1B It was **resolved** to note Cllr Howes report regarding the village notice board and location, it was proposed by Cllr McDonald, seconded by Cllr Nye, and all were in favour for Cllr Howes to lead this project and write to Risdon's asking if they would allow the notice board be put on their piece of land at the front of their building.

**20/71B Village Crosses.**

20/71.1B This matter was deferred due to Cllr White absence and no report being given.

**20/72B Green Initiatives.**

20/72.1B It was proposed by Cllr Peeks, seconded by Cllr McDonald for Cllr Woods to investigate having a wildflower area on the Memorial Ground on the ground side of the fence under the trees but not where the benches are. There is also another piece of land at the back of Townsend that is being leased by Edward Martin that may be suitable for a wildflower meadow, a site meeting with Edward Martin was suggested to discuss this. A further suggestion of the grass verge outside the fire station opposite the Masons Arms was considered and the grass verge opposite the Police Station on Priest Street. Cllr Woods would carry out further research on costings for this proposal and ongoing maintenance and provide details at the next meeting.

**20/73B Matters for the next meeting to be held on 9<sup>th</sup> November 2020.**

Meeting closed at 9.15pm

Signed as a true and correct record ..... Cllr Peeks ..... Dated ..... 09/11/2020.....