

WILLITON PARISH COUNCIL

**Minutes of the Parish Council Meeting held on Monday 4th January 2021 at 7.00 pm.
Due to Covid-19 and following changes to the government rules during this period,
the meeting was held via Zoom video conferencing**

Attendees:

Councillors	Payne (Chairman), Aldridge, Hooper, Howes, Johnson, McDonald, Peeks, Stanford, White and Woods
SCC	Cllr Davies
SWAT	Cllr Aldridge
Avon and Somerset Constabulary	None
Press	None
Clerk	Mrs Michelle Francis
Public	None
Other	None

Apologies:

Councillors	Nye
District & County Cllrs	SWT Cllr Whetlor
Other	None

20/205 The Chairman advised that the meeting would be recorded

20/206 Apologies as noted above

20/207 Declarations of Interest

Name	Agenda Item	Interest	Action
Cllr Johnson	20/226	Personal	Informed Meeting

20/208 Approval of the Minutes of the Meeting held on Monday 7th December 2020

It was **resolved** to approve the minutes of the meeting. Proposed Cllr Hooper; seconded Cllr Howes after a slight amendment to 20/198.

20/209 Matters from the Minutes – for the purpose of report only. - There were none.

20/210 Report from Avon and Somerset Constabulary – No report had been received.

20/211 Report from Somerset County Councillor

- Vital work against erosion on A358 new Yard Farm, Coombe Florey in January 2021 due to movement between the road and the embankment.
- Councillor champions “Dry January” and tips on how to abstain from alcohol
- No update regarding the Unitary two business cases. A letter had been received from the Rt Hon Robert Jenrick MP, Secretary of State for Housing, Communities and Local Government, thanking all who work in local government. A copy had been forwarded.
- Access to information and advice – public survey, launched between 10th December 2020 until February 2021.
- Cllr Davies expressed concern he had not been informed of a meeting with Cllr Aldridge and the developer regarding construction traffic on the Doniford Road. Cllr Davies had been trying to contact the officer involved, to no avail to date. The Chairman requested that Cllr Davies is involved with any future contact.
- The Hinkley Community Bus service had been temporarily suspended due to being in Tier 4.

20/212 Report from Somerset West and Taunton Councillors

Cllr Aldridge advised very little had taken place due to Christmas break. The meeting with the developer on Doniford Road – he had been attended as a District Councillor, as complaints had been received suggesting planning conditions were not being met.

The Clerk had received a complaint regarding rubbish that had been left from District Council tenants in Orchard Way, Williton, and had informed the District Councillors. Cllr Davies advised he had received a fly tipping report outside of his Ward; he had tried to contact officers, but still awaited a reply. The Clerk would pass on a contact number. Cllr Aldridge advised he had also noted recent fly tipping, in the neighbouring ward; he has not been made aware of any other within this ward and was unsure whose responsibility it is to remove.

20/213 Clerk's/Chairman's Notices

20/213.1 Williton Window – It was noted Cllr Hooper had written the report.

Notification had been received from SALC regarding Councillor Essential Training and Code of Conduct Training. It was **resolved** Cllrs Denton, Johnson and Stanford could attend. The Clerk would book places on these courses if Councillors were able to attend. **Action: Clerk**

(The Clerk was experiencing broadband problems and temporarily logged out of the meeting, which was suspended; the meeting recommenced on her return 2 minutes later)

20/214 Correspondence

20/214.1 It was resolved to note the correspondence log

20/214.2 It was resolved to note the reply from Somerset Action in Villages for the Environment and Climate (SAVE Climate). Cllr McDonald volunteered to be the Parish Council representative on this group.

20/214.3 SALC – Provisional Local Government Finance Settlement Consultations confirming NALCs expectation the Government will continue with no referendum principles for local councils in 2021-2022. **Noted.**

20/214.4 SWT District Council – Stronger Somerset letter to Parish and Town Councils. **Noted.**

20/215 Report from the Environment and Planning Committee

There was no report this month

20/216 Report from the Finance and Administration Committee

There was no report this month

20/216.1 It was resolved to note the provisions as at 30th November 2020

20/217 Final Budget and Precept 2021-2022

The budget had been finalised at the previous meeting; however, concerns were raised regarding the reduction of the Tax Base and whether more of the available reserve should be used; therefore, alterations were made.

Cllr Peeks suggested the removal of the Talking Café provision of £800.00 and the Grants/Donations provision of £2,000.00. A discussion took place regarding the Public Conveniences, SID and West Somerset Advice Bureau; the Clerk advised a response was awaited from the Advice Bureau regarding a Service Level Agreement for the current financial year.

Cllr Payne proposed the Traffic Management allocation of £4,000.00 for the current financial year was moved into provisions and that the £4,000.00 allocation for 2021-2022 was removed from the budget. Proposed by Cllr Payne; seconded by Cllr Peeks and **resolved** with one abstention.

Cllr Peeks proposed the Donation/Grant allocation of £2,000.00 for the 2021/22 budget was removed. Seconded by Cllr Hooper and **resolved** with 5 in favour and 4 against.

There were no further amendments. It was resolved the budget would be underwritten from the reserves and the underspend on the current financial year.

Members were presented with varying options due to the tax base being reduced to 899.59 from 909.10 the previous year. Cllr Hooper proposed to request a precept of £96,600.00, from £91,119.91 in 2020/21, which would see an increase of 6%, equating to £107.38 based on a Band D property. This proposal was seconded by Cllr Stanford and **resolved** with 5 in favour, 4 against and 1 abstention.

The precept form would be duly signed by the Chairman and Clerk.

Action: Chairman and Clerk

The Clerk experienced broadband issues and phoned the Chairman to advise of problems; the meeting was temporality suspended to enable the Clerk to relocate to the Parish Office. The meeting re-commenced at 8.27pm after the Clerk had re-joined the meeting from the Parish Office.

Cllr Davies had left the meeting during this time.

20/218 To receive accounts for payment

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

Date	Details	Cheque No	Invoice No	Total Bank £	Cash	VAT £
04/01/2021	Function 28 Ltd 4605 Website		8707	12.00		2.00
04/01/2021	Lyreco UK Ltd 4505 Stationery		6240246782	59.28		9.88
04/01/2021	WWMRG Room Hire for Santa Parade		33/20-21	22.32		0.00

20/219 Events Committee

Cllr Howes reported on the success of the event. It had been well attended and received positive comments on Social Media. The event was under budget at £768.28.

Cllr Aldridge expressed thanks to Cllr Howes for organising the event.

20/220 Health and Safety

A zoom meeting had been arranged for the following day with CLP Safety & Training Ltd.

Dog fouling had been reported on the Memorial Ground and Play Area, the Clerk would write to the Trustees to ensure they were aware of the problem.

Cllr White suggested that the Practise Manager at Williton Surgery is contacted to offer the use of the Pavilion during the covid-19 vaccinations. It was **resolved** with 2 abstentions, that the Parish Council would pay any hire charges, proposed by Cllr Hooper, seconded by Cllr Howes.

Action: Clerk

20/221 Youth Council

Cllr McDonald gave a verbal update regarding a project involving the Tumulus, in conjunction with Danesfield School and Wyndham Estate (Savills). Danesfield School had confirmed they would take part in a project and Wyndham Estate were interested, depending on the outcome of their planning application.

In addition, Cllr McDonald spoke about a formation of a Youth Council / School Council to engage pupils to submit suggestions and participate in projects around the village. It was noted, £500.00 was currently held in the provisions for a Youth Council, which had been donated by Somerset County Council. It was agreed this was an excellent idea to help improve the community. Further details would follow.

20/222 Defibrillator

This item was being re-addressed after Cllr Nye had received further information from South West Ambulance advising the defibrillator should be housed within an unlocked cabinet.

After a discussion, it was proposed from Cllr Aldridge that an unlocked cabinet was accepted and in addition the 5-year support package was accepted, using their electricians for installation, subject to written confirmation from the donors that the purchase of the equipment would be covered. This was seconded by Cllr Woods and unanimously **resolved**.

Action: Cllr Nye and Clerk

20/223 Community Fibre Partnership

It was agreed the new member of staff would research this project further and report back to Full Council.

20/224 Matters for the next Parish Council meeting to be held on Monday 1st February 2021, via Zoom

20/225 After a proposal from Cllr Hooper, seconded by Cllr Peeks, it was unanimously **resolved** to exclude the press and public from the remainder of the meeting.

20/226 Safer Highstreet Allocation Funding to include Public Conveniences

Cllr Aldridge reported he had spoken to the portfolio holder, Cllr Kravis, last month about the proposal, which was well received. Confirmation was awaited from District Council.

A discussion took place regarding the Employers Agent, specification of work and tendering.

It was proposed by Cllr Aldridge, that subject to confirmation by Somerset West and Taunton Council of the Safer High Street Grant and they accepted the Parish Council's proposal, that JHC Surveying Ltd is instructed to produce the specification of work and approach builders to submit tenders. Cllr Peeks requested the addition of 'subject to the terms of leasing the building being acceptable'. Cllr Aldridge confirmed agreement with the amendment and formalised the proposal; seconded by Cllr White and resolved with 8 in favour, 1 against and 1 abstention.

20/227 Green Initiatives

The draft proposal had been forwarded to Councillors for comment. Quotations for the main work of seeding the grounds at Magna verges, Williton Fire Station and Williton Memorial Ground where awaited; this would only be decided at Full Council, upon confirmation of a successful bid. The Grant deadline had been extended to the 12th of January 2021. Cllrs Woods and Johnson would work on the application.

20/228 Leased Office

There had been no update

20/229 Personnel Committee

Cllr Payne reported the appointment of Karen Brown as Assistant to Parish clerk, on a probationary period, commencing on Monday 11th January 2021.

Clerks hours – After a discussion, it was resolved to continue the Clerk at 31 hours per week on a rolling programme whilst training the new assistant took place, which during the new lockdown was accepted would take longer. The Clerk and Chairman would discuss progress each month and would be discussed at future Full Council meetings.

Meeting closed at 9.30 pm

Signed as a true and correct record Cllr Payne Dated 1st February 2021