

# WILLITON PARISH COUNCIL

## Minutes of the Parish Council Meeting held on 7<sup>th</sup> February 2022 at 7.00 pm in The Brendon Room, Williton Pavilion.

### Attendees:

<b>Councillors</b>	Payne (Chairman), Aldridge, Denton (left at 9pm at item 21/304), Hooper, Howes, Naylor, Nye, Peeks (left at 9pm at item 21/304), and White
<b>SCC</b>	Cllr Davies
<b>SWT District</b>	Cllrs Aldridge, Davies and Whetlor
<b>Avon and Somerset Constabulary</b>	None
<b>Press</b>	None
<b>Clerk</b>	Mrs Michelle Francis
<b>Public</b>	1 Member
<b>Other</b>	None

### Apologies:

<b>Councillors</b>	Cook and Johnson
<b>Other</b>	PCSO Thompson

Before the start of the meeting Nicola Hale, Joint Project Community Safety Officer explained her role to members

**21/276** It was advised that the meeting would be recorded.

**21/277** **Apologies as noted above**

**21/278** **Declarations of Interest**

Name	Agenda Item	Interest	Action
All Councillors present	21/286.2	Personal	Noted

**21/279** **Approval of the Minutes of the Meeting held on 10<sup>th</sup> January 2022**

It was unanimously **resolved** to approve the minutes of the meeting, with two abstentions, due to absence after a slight amendment.

Proposed Cllr Naylor, seconded Cllr Peeks

**21/280** **Approval of the Minutes of the Extra Ordinary Meeting held on 18<sup>th</sup> January 2022**

It was **resolved** to approve the minutes of the meeting, with one abstention. Proposed Cllr Hooper, seconded Cllr Payne

**21/281** **Matters from the Minutes – for the purpose of report only**

21/281.1 (Item 21/256) Community Safety Assessment – It was noted that comments had been submitted

21/281.2 (Item 21/249.2) It was noted Williton RBL had been unsuccessful in their S106 funding bid

**21/282** **Report from Avon and Somerset Constabulary**

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

**21/283** **Report from Somerset County Councillor**

It was **resolved** to note the report and flyers that had been forwarded, which included the following press releases:

- 8<sup>th</sup> – 9<sup>th</sup> February, Abbey Road, Old Cleeve would be closed for emergency repairs
- Full SCC meeting would be held on 23<sup>rd</sup> February at Bridgwater – currently committee meetings had changed to advisory boards
- Free film show on flooding at Minehead, 5<sup>th</sup> March at 2pm, which would show pictures of previous problems
- A new carbon free Primary school would be built in Taunton at Castle School site
- Funds available to boost Somerset Tourism
- Somerset is one of the top counties for carbon action

Cllr Naylor asked for the Pavilion to be considered for a venue for future events, such as the film show, and queried the legislation regarding the SCC committees being advisory boards. Cllr Davies replied this was due to meetings being held virtually and that scrutiny was still in place. The Clerk would forward details regarding hiring of the pavilion to Cllr Davies.

Cllr Denton asked for an update regarding the roundabout outside the Co-op; Cllr Davies advised he had not been informed of any update.

## **21/284 Report from Somerset West and Taunton District Councillors**

Cllr Aldridge:

- Taunton Bus Station – concern had been addressed to scrutiny regarding the lack of facilities for passengers, although still being used as a bus park. A County Councillor had contacted him expressing concern of the situation and stated transport needed to be reviewed.
- Taunton Town Council – appeared a golden handshake was being offered, which Cllr Aldridge was against.
- Cllr Aldridge advised he had been assisting businesses regarding the latest covid grants

Cllr Whetlor:

- Cllr Whetlor advised she was the Chair of the transport group regarding the Bus Station, it was hoped this would go back to a bus station.
- Cllr Whetlor had also been assisting businesses in Watchet regarding the latest covid grants, but warned, the grants were taxable.
- Taunton Town Council – Cllr Whetlor advised she was also on this group and that whenever a new Town/Parish Council was formed, funding had to be available at the start. District Council have to set a precept to start the new Town Council, which would be of benefit to this area no longer having to pay towards the upkeep of the public toilets in Taunton.
- Electric Car Charging Points – being installed by the public toilets in Watchet.

Cllr Davies:

- Reminded all that the Blue Bags recycling would commence on the 4<sup>th</sup> of March and if anyone was missing any of the recycling bins to contact Somerset Waste Partnership.

## **21/285 Clerk's/Chairman's Notices**

- 21/285.1 Cllr Naylor would write the next report for Williton Window
- 21/285.2 Councillor Surgery – to be held at the Open House Event, Pavilion, on 27<sup>th</sup> February 2022, 10am – 1pm
- 21/285.3 It was unanimously **resolved** the Clerk would attend the SALC training Preparing for Elections at a cost of £20.00. Proposed Cllr Payne, seconded Cllr Peeks
- 21/285.4 It was **resolved**, with one abstention, the Clerk and a member of the Personnel would attend SLCC Appraisal Training – 2<sup>nd</sup> March £30 and £35 respectively.
- 21/285.5 Cllr Naylor was voted onto the Personnel Committee due to the resignation from committee by Cllr Johnson. Proposed Cllr Hooper, seconded Cllr Nye.

## **21/286 Correspondence**

- 21/286.1 It was **resolved** to note the contents of the correspondence log
- 21/286.2 Letter from WWMRG Charity requesting that the Parish Council take on CCTV around the Memorial Ground. Cllr Aldridge proposed that the Parish Council take on the CCTV but also to add extra coverage around the village, seconded Cllr Naylor. Motion passed with 7 votes in favour, two against.
- 21/286.3 A request to fund room hire for West Somerset Flood Group to hold a meeting in the pavilion on the 1<sup>st</sup> March 2022 had been received. Unanimously **resolved** to agree to the request, after a proposal from Cllr Naylor, seconded by Cllr White.
- 21/286.4 Members Briefing presentation – Enhanced Partnership Plan and Scheme – no comments were made

## **21/287 Report from the Environment and Planning Committee held on Monday 17<sup>th</sup> January 2022**

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

- 21/287.1 The funding bid for the spring riders had not been successful. After a proposal from Cllr Peeks, seconded by Cllr Howes, it was unanimously **resolved** to proceed with the purchase of the spring riders allowing a 10% increase on the quotation due to the time delay and possible increase of materials.

## **21/288 Report from the Finance and Administration Committee held on Monday 24<sup>th</sup> January 2022**

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

- 21/288.1 It was **resolved** to note the provisions as at 31<sup>st</sup> December 2021
- 21/288.2 (Item 21/96A) After a discussion it was **resolved** with 6 in favour, 3 against to continue the use of dedicated Councillor email addresses. Private email addresses would not be used, except in emergency situations.

## **21/289 Report from the Events Committee held on Wednesday 19<sup>th</sup> January 2022**

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

- 21/289.1 Consideration was given to a commemorative item for the Queen's Platinum Jubilee. After a discussion it was **resolved** to allow a budget of £3,000.00 for the whole event, to include a commemorative item and for the events committee to make the final decision on what this might be. Proposed Cllr Aldridge, seconded Cllr Peeks, 7 votes in favour, 2 abstentions.
- 21/289.2 After a proposal from Cllr Peeks, seconded by Cllr House, it was **resolved**, with one abstention, to allocate a start-up budget of £500.00 for a Christmas Cream Tea event to thank anyone that has helped others in the Parish, and not limited to just local services.

**21/290 To receive accounts for payment not covered by Finance and Admin Committee**

It was unanimously **resolved** to pay the following invoice. Proposed Cllr Peeks, seconded Cllr Howes

Date	Details	Cheque	Invoice	Total Bank	Cash	VAT
07/02/2022	Chagos Consulting Ltd 4520 Training	3897	105	10.00		0.00
07/02/2022	J Jones & Son 6720 Christmas Lighting	3898	152907	216.00		36.00
07/02/2022	Countrywide Grounds Maintenance 4560 SCC Grounds Maintenance	3899	216827	189.00		31.50
07/02/2022	Countrywide Grounds Maintenance 4555 WPC Grounds Maintenance	3900	216828	820.86		136.81
07/02/2022	Somerset County Council Pension 4220 Pension Deficit	3901	61074968	83.00		0.00
07/02/2022	N Ridge 4510 Office Cleaning	3902	3	84.00		0.00
07/02/2022	Function 28 Ltd 4605 Website	3903	10885	12.00		2.00
07/02/2022	Coomber Security Systems Ltd 4540 Maintenance of building/equip	3904	202535	84.00		14.00

**21/291 Health and Safety**

The H&S executive had carried out a spot check and confirmed they were happy with the Covid-19 measures that had been put in place by the Chairman and Clerk. Advice and information was given regarding a risk assessment for Mental Health of employees, which required action.

**21/292 Welcome Back Fund – to be completed by 31<sup>st</sup> March 2022**

- 21/292.1 The Chairman had forwarded a written report and gave a verbal update. 13 had attended the Business Forum held the previous evening and the response of those present had been very positive.

**21/293 Emergency High Street Fund – To be completed by 31<sup>st</sup> March 2022**

- 21/293.1 The Chairman had forwarded a written report and gave a verbal update. It was noted work had commenced on the refurbishment of the public conveniences. Meetings were being held every Tuesday at 2pm in the Parish Office until the project had been delivered, all were invited to attend.
- 21/293.2 Consideration was given to alter the specification to change to automatically timed locking devices on the doors. Cllr Peeks proposed the alteration was accepted, seconded by Cllr Howes and unanimously **resolved** as this would be within the grant money allocation.
- 21/293.3 It was **resolved** the Working Group would prepare the cleaning tender and contract, based on a daily cleaning regime and advertise the tender. A copy would be forwarded to all Councillors. Tenders received would be presented to Full Council for the final decision.

**21/294 (Item 21/200) Maitland Walker – Advice on land owned by Williton Parish Council**

- 21/294.1 Councillors were unhappy to sign the Confirmation of Instructions individually as it was the Parish Council that would be undertaking the investigation. The Clerk would relay comments made and report back.
- 21/294.2 All Councillors and Clerk to complete Proof of Identity – deferred due to the above item

**21/295 Annual Parish Assembly**

- 21/295.1 It was **resolved** the clerk would set a new date for the Parish Assembly, after the elections, due to purdah. It was noted to comply with the Local Government Act 1972, the Annual Parish Meeting must take place between 1 March and 1 June (both inclusive)

- 21/295.2 Cllr Peeks suggested the Hedgehog Lady be approached to present a talk. Any other ideas to be forwarded to the clerk.
- 21/296 Community Speed Watch and Speed Indicator Device**
- 21/296.1 An update had been received from Highways earlier in the day, regarding the proposed positioning of SID devices. It was noted the Blue Dot would require a new post at a cost of £200.00, however this was within the parish of Sampford Brett so contact would be made to discuss the proposal. The two marked with Red Dots on the A39, Highways were happy for these posts to be used. Concern had been raised regarding the position near Danesfield School, due to the current 20mph lights. Cllr Aldridge had replied to enquire if the SID could be displayed on the 30mph sign or whether an alternative site should be considered. A replay was awaited.
- It was **resolved** to contact the Lengthsman and Grounds Maintenance contractors to enquire if they would undertake the training. Contact would be made with Elan City for a price update
- 21/296.2 An amended SCC Memorandum of Understanding had been received earlier in the day, which would need further consideration. This would be discussed at the March meeting.
- 21/296.3 Community Speed Watch Scheme - To consider recommendation to adopt AutoSpeedWatch – Cllr Johnson requested this paper was withdrawn as Avon & Somerset police no longer support that particular camera
- 21/297 Youth Council**
- Cllr Naylor expressed disappointment that only one councillor had responded to the report, as had been requested. Cllr Cook continued to engage with the Youth Club and Schools and will report back with an update when available.
- 21/298 Volunteer Register**
- Cllr Cook was awaiting the rescheduling of the meeting that had been cancelled due to covid-19
- 21/299 Fuel Poverty**
- Cllr Aldridge gave a verbal update from the meeting held on 13<sup>th</sup> January 2022 with Watchet Town Council and consideration was being given on how Williton parishioners could be assisted.
- 21/300 Defibrillator Training Event**
- Deferred due to time restraints
- 21/301 Electric Charging Points for Cars and Signage**
- Deferred due to time restraints
- 21/302 Unitary Authority in Somerset**
- Deferred due to time restraints
- 21/303 **Wildflower Project** - request for Councillor to take project over from Cllr Johnson
- Deferred due to time restraints
- 21/304 Matters for the next Parish Council meeting to be held on Monday 7<sup>th</sup> March 2022**
- Credit Union (Cllr Naylor) Picnic Benches; Storage Areas; Fire Beacon (Cllr White)
- 21/305** After a proposal from Cllr Aldridge, seconded by Cllr White, it was unanimously **resolved** to pass a resolution to exclude the Press and Public from the remainder of the meeting due to Commercial Sensitivity matters
- 21/306 A recommendation had been received from EPC to award the WPC and SCC Ground Maintenance Contract 2022-2023 to Countrywide Grounds Maintenance.**
- After a proposal from Cllr White, seconded by Cllr Naylor, it was unanimously **resolved** to award the WPC Ground Maintenance and SCC Ground Maintenance contracts to Countrywide Grounds Maintenance, at the cost of £8,604.00 plus vat and £1,890.00 + vat respectively.
- 21/307 To consider recommendation from EPC on which company should be awarded the Weed Spraying Contract 2022-2023 (to be forwarded)**
- After a proposal from Cllr Aldridge, seconded by Cllr Naylor it was unanimously **resolved** to award the weed spraying contract to Countrywide Grounds Maintenance at a cost of £1,180.00 plus vat for two treatments, to include the wall alongside the road entrance to the Pavilion.

Meeting closed at 9.03 pm

Signed as a true and correct record ..... Cllr Payne ..... Dated ..... 7<sup>th</sup> March 2022 .....