

WILLITON PARISH COUNCIL

Minutes of the Parish Council Meeting held on 7th March 2022 at 7.00 pm
in The Brendon Room, Williton Pavilion.

Attendees:

Councillors	Payne (Chairman), Aldridge, Cook, Hooper, Johnson, Naylor, Nye, Peeks (and White
SCC	Cllr Davies
SWT District	Cllrs Aldridge, Davies and Whetlor
Avon and Somerset Constabulary	None
Press	None
Clerk	Mrs Michelle Francis
Public	None
Other	None

Apologies:

Councillors	Denton and Howes
Other	PCSO Thompson

Before the start of the meeting, due to the long agenda, the Chairman reminded members of the Standing Orders in particular, item 15 Rules of Debate not to exceed 3 minutes

21/313 It was advised that the meeting would be recorded.

21/314 **Apologies as noted above**

21/315 **Declarations of Interest**

Name	Agenda Item	Interest	Action
Cllr Naylor	21/332	Personal	Noted
Cllr Payne	21/323.4	Personal	Did not vote

21/316 **Approval of the Minutes of the Meeting held on 7th February 2022**

It was unanimously **resolved** to approve the minutes of the meeting, with two abstentions, due to absence, after a slight amendment to item 21/284. Proposed Cllr Naylor, seconded Cllr Hooper

21/317 **Approval of the Minutes of the Extra Ordinary Meeting held on 28th February 2022**

It was **resolved** to approve the minutes of the meeting, with four abstentions.
Proposed Cllr Aldridge, seconded Cllr White

21/318 **Matters from the Minutes – for the purpose of report only**

There were none

21/319 **Report from Avon and Somerset Constabulary**

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

21/320 **Report from Somerset County Councillor**

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

- Friends of Quantock takes action to protect their land on Quantock Common from vehicle damage
- Emergency contact details for Western Power Distribution
- Business boost for adult care providers
- Opportunity boost scheme to open doors to employment
- Record number of secondary school places allocated
- Ten Tips to give up smoking
- The last Somerset County Council budget is a 'Budget for the future'
- Removal of covid restrictions at County Hall and other council buildings
- Free film show on flooding at Roadwater Village Hall on 20th March 2022
- Vaccination centre clinics and dates

21/321 **Report from Somerset West and Taunton District Councillors**

Cllr Aldridge:

- The budget had been set, so as not to hamper the new authority with financial commitments.
- Taunton Town Council – the final phase had commenced

Cllr Whetlor:

- The LCN (Local Community Network) on Exmoor reported as going well. Noted the LCN would be similar to Area Panels and concern raised how large they would be.
- Scrutiny last meeting held earlier in the day, reported upon

Cllr Davies:

- The loose curb outside the Esso garage had been fixed, thanks given to the Clerk and Highways for ensuring this was undertaken

21/322 Clerk's/Chairman's Notices

21/322.1 The Clerk would write the next report for Williton Window

21/322.2 Notices of Election posters had been received, to be displayed not before Friday 18th March and by no later than Monday 21st March 2022. Parish Nomination Packs had been received.

Details were reported regarding visits from SWT Council Mobile Outreach Bus, due to Williton on 10th, 17th and 24th May 2022, which will provide flexible employment guidance and support service.

The NALC Salary Award 2021-2022 had been received

SALC would hold a forum for Prospective New Councillors on Monday 21st March 2022.

21/323 Correspondence

21/323.1 It was **resolved** to note the contents of the correspondence log

21/323.2 A request had been received from SLCC regarding Remote/Hybrid Meetings – for council to pass the following motion and write to the Secretary of State to show support: *"This Council supports the petition launched by ADSO and LLG on 5 January with regard to remote and 'hybrid meetings. We agree to write to the Secretary of State for Levelling Up, Housing and Communities calling on the Government to change the law to allow councils the flexibility to hold such meetings when they deem appropriate within rules and procedures"*

After a proposal from Cllr Naylor, seconded by Cllr Peeks, it was unanimously **resolved** to agree to the above request

21/323.3 A request had been received from WWMRG to take over the responsibility and asset of the Fire Beacon.

Cllr Aldridge proposed the request was accepted, seconded by Cllr White. A vote took place with 3 in favour, 3 against and 3 abstentions. The Chairman used his casting vote and voted in favour. Motion passed.

21/323.4 A request had been received from St Peters Church to approve and give moral support for a Jubilee Garden. Cllr Peeks expressed concern the request as she did not know the area involved, how it would affect parking and whether planning permission for change of use would be required. After a proposal from Cllr Aldridge, seconded by Cllr Hooper, it was **resolved**, with one abstention, to respond asking St Peter's Church to establish if planning permission would be required, as this could cause procedural issues.

21/324 Report from the Environment and Planning Committee held on Monday 14th February 2022

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

21/325 Report from the Finance and Administration Committee held on Monday 21st February 2022

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

21/325.1 It was **resolved** to note the provisions as at 31st January 2022

21/325.2 (Item 21/109A) Parish Office Hire Charges – recommendation agreed for prices to remain the same and review October 2022. Proposed Cllr Peeks, seconded Cllr Hooper and unanimously **resolved**

21/325.3 (Item 21/110A) Grant Application Policy – recommendation agreed to re-adopt the policy with no alterations. Proposed Cllr Hooper, seconded Cllr Naylor and unanimously **resolved**

21/326 Report from the Events Committee held on Tuesday 22nd February 2022

It was **resolved** to note the report. Cllr Peeks requested her standing apologies were given at each meeting.

Cllr Howes requested help from all Councillors during the Jubilee events

21/327

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

It was unanimously **resolved** to pay the following invoice. Proposed Cllr Hooper, seconded Cllr Peaks

Date	Details	Cheque	Invoice	Total Bank	Cash	VAT
07/03/2022	JHC Surveying Ltd 6650 Public Conveniences	3921	1196	565.20		0.00
07/03/2022	Eljet Exterior Cleaning 4510 Office Cleaning	3922	389	14.00		0.00
07/03/2022	Countrywide Grounds Maintenance 4560 SCC Grounds Maintenance	3923	221620	189.00		31.50
07/03/2022	Countrywide Grounds Maintenance 4555 WPC Grounds Maintenance	3924	221621	820.86		136.81
07/03/2022	Lyreco UK Ltd 4505 Printing and Stationery	3925	6240258629	102.01		17.00
07/03/2022	Tindle Newspapers Ltd 4415 Advertising	3926	600018486	87.60		14.60
07/03/2022	Function 28 Ltd 4605 Website	3927	11055	12.00		2.00
07/03/2022	WWMRG 6650 Lunches	3928	149/21-22	275.00		0.00
07/03/2022	WWMRG 6625 Lunches	3929	148/21-28	165.00		0.00
07/03/2022	B Walsh & Sons Ltd 6650 Public Conveniences	3930	3488	5079.84		846.64
07/03/2022	Foxes Academy Ltd 6625 Lunches	3931	50000259	209.70		0.00

21/328

Health and Safety

A bough had broken from a tree in the Amenity Area. **Resolved** advice and prices would be sought.

21/329

SWT Planning Committee Dates

Cllr Naylor requested that dates of SWT Planning meetings were known and that responses were collated ready, ensuring the Parish Council were prepared. Cllr Peaks stated whilst she agreed it would be beneficial to be prepared, this would not be possible until the officers' recommendations had been received. It was agreed dates of the SWT Planning Committee meetings would be forwarded.

21/330

Welcome Back Fund – to be completed by 31st March 2022

21/330.1

The Chairman gave a verbal update, highlighting the amount of work that had been undertaken.

21/331

Emergency High Street Fund – To be completed by 31st March 2022

21/331.1

The Chairman gave a verbal update, noting the hard work from the working group and the enormous amount of work created for the clerk. It was anticipated a formal opening of the public toilets would be undertaken after the May elections, due to time limitations regarding the pre-election period.

21/332

Credit Union

Cllr Naylor requested support to start a Credit Union, to be run alongside the Talking Café and provide a venue for a period of 6 months. After a proposal from Cllr Aldridge, seconded by Cllr Cook, it was unanimously **resolved** to underwrite support by hiring the Quantock Room and then possibly move into the Parish Office, for a period of 6 months.

21/333

Storage Areas - It was **resolved** a working party would look at storage across both the Parish Council and on behalf of the Trustee; excluding staff offices and paperwork, which the staff were responsible for.

21/334

(Item 21/294) **Maitland Walker – Advice on land owned by Williton Parish Council** – no update

21/335

Annual Parish Assembly

21/335.1

The date was set for Tuesday 10th May 2022 in the pavilion. Cllr Aldridge gave his apologies due to a clash of dates with SWT Council. Proposed Cllr Payne, seconded Cllr Hooper, 3 abstentions

21/336

Community Speed Watch and Speed Indicator Device

21/336.1

Cllr Aldridge advised costs had increased, due to the delay gaining agreement from Highways, but the cost was still within budget. Cllr Aldridge proposed the same device as previously indicated was purchased, seconded by Cllr White and agreed with 3 abstentions.

- 21/336.2 SCC Memorandum of Understanding – Cllr Aldridge proposed the document was signed, seconded by Cllr White and **resolved** with 2 abstentions.
- 21/336.3 Community Speed Watch Scheme – Cllr Johnson advised a volunteer had withdrawn this evening, which would need reporting back to PCSO Thompson. Cllr Johnson would prepare a brief outline of the scheme to be mentioned at the Traders Association meeting on Thursday 10th March to ask for volunteers.
- 21/337 Wildflower Project**
- A request for a Councillor to take the project from Cllr Johnson was made, unfortunately, there was no volunteer. Cllr Johnson would prepare a paper on what was outstanding and would discuss with the Chairman.
- 21/338 Youth Council**
- Cllr Cook expressed disappointment that only one councillor had responded to the report, as had been requested. Cllr Cook had been in contact with various organisations, the schools were very keen, but needed to know exactly what the Parish Council wanted. Cllr Cook asked for confirmation of commitment to move the project forward, based on the report that had been forwarded. This was agreed.
- 21/339 Volunteer Register**
- Cllr Cook advised no response had been received from Volunteers or Voluntary organisations, which may have been a result of covid-19, therefore, it was **resolved** to defer for a period of 6 months.
- 21/340 Defibrillator Training Event**
- Agreed to hold after the elections. Possible future dates would be looked into, after the May elections.
- 21/341 Electric Charging Points for Cars and Signage**
- Cllr Aldridge acknowledged two spaces had been installed on the SWT Council car park and proposed two electric charging points were installed outside the Parish Council office, which could generate income and show the Parish was aware of environmental issues. The proposal was not seconded by any Councillor and therefore the motion failed.
- 21/342 Unitary Authority in Somerset**
- The Chairman reported on the peer review that he and the Clerk had attended, which had been based upon Shrewsbury and Salisbury Town Councils. It was noted a lot more information was needed at a Parish level.
- 21/343 Matters for the next Parish Council meeting to be held on Monday 4th April 2022**
- 21/344** 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
- 21/345 To consider tenders received for the Public Conveniences cleaning contract**
- After a proposal from Cllr Naylor, seconded by Cllr Aldridge, it was unanimously **resolved** to award the cleaning contract to idverde.
- 21/346 Report from Personnel Committee held on 2nd March 2022 and recommendations for approval**
- 21/346.1 It was **resolved** to note the report that had been forwarded from Cllr White as Chairman of the Personnel committee
- 21/346.2 After a proposal from Cllr Hooper, seconded by Cllr Naylor, it was unanimously **resolved** to offer the permanent position of Assistant to the Parish Clerk to Mrs Julie Coe.
- 21/346.3 One point salary point increase to Parish Clerk as per contract item 6.2, proposed Cllr Cook, seconded Cllr Naylor and unanimously **resolved**.
- 21/346.4 After a proposal from Cllr Peeks, seconded by Cllr Hooper, it was **resolved** with 5 in favour, 4 against and one abstention for the clerk to leave the meeting. Outstanding leave – **resolved** the allocated 30 hours would be carried over and the remainder to be paid.
- Clerk returned to meeting at 9.37pm
- 21/347 Fire Beacon**
- A specification would be considered for comparable quotations to be sought.
- Meeting closed at 9.51 pm

Signed as a true and correct record Cllr Payne Dated 4th April 2022