

WILLITON PARISH COUNCIL

Minutes of the Annual Council Meeting held on 9th May 2022 at 7.00 pm
In the Parish Office, 2 Killick Way, Williton,

Attendees:

Councillors	Payne (Chairman), Denton (left after 22/11), Howes, Nye, Peeks and White
SCC	None
SWT	None
Avon and Somerset Constabulary	None
Press	None
Clerk	Mrs Michelle Francis
Public	None
Other	None

Apologies:

Councillors	Aldridge, Hooper and Naylor
SWT Councillors	Aldridge, Davies and Whetlor
SCC Councillors	Davies and Woods
Other	None

It was advised that the meeting would be recorded.

22/01 Cllr Payne was unanimously elected as Chairman and duly signed the Declaration of Office Proposed Cllr White, seconded Cllr Howes.

22/02 Declaration of Acceptance of Office and Register of Interest Form

All members present signed their Acceptance of Office and submitted their Register of Interest Forms

22/03 Apologies as noted above and reasons for absence approved

22/04 Declarations of Interest

Name	Agenda Item	Interest	Action
Cllr White	22/22	Personal	Informed meeting

22/05 Election of Vice Chairman

Cllr White was unanimously elected as Vice Chairman, proposed Cllr White, seconded Cllr Howes.

22/06 Appointment of Councillors to Committees and confirmation of days and dates of meetings

22/06.1 Cllrs Aldridge, Hooper, Howes, and Payne were duly elected to the Finance and Administration Committee with Cllr White as ex officio member.

22/06.2 Cllrs Denton, Naylor, Nye, Peeks, and White were duly elected to the Environment and Planning Committee with Cllr Payne as ex officio member.

22/06.3 Cllrs Naylor, Nye and White were duly elected to the Personnel Committee

22/06.4 Grievance Committee – To be reviewed at a future meeting when more members were present.

22/06.5 Cllr Howes was duly elected to the Appeals Committee. Two positions vacant. To be reviewed at a future meeting when more members were present

Meeting dates had been agreed.

22/07 Appointment of Representatives to Outside Bodies

It was **resolved** to appoint representatives as follows:

Contractor Liaison Officers	Howes, Payne and Clerk
EDF/Hinkley Point Transport Forum	White
EDF/Hinkley Point Community Forum	Payne
Flood Group	Aldridge
Health & Safety Representative	Nye and Payne
Highway Liaison Contact	Aldridge and White
Magna Housing Association	Payne
Press Officer	Clerk and Howes
Pupil Parliament / Youth Groups	Naylor
Quantock Foodbank Management Committee	Payne

Rights of Way Representatives	Peeks
St Decumans Charity / Mary Huxtable Trust	Mr Derek Cridland
SCC Parish Paths Liaison Officer	Peeks
Speed Watch	Vacant
Twinning Association	Aldridge
Watchet/Williton/Quantock Area Panel	Payne and White
West Somerset Together	Naylor
West Somerset Voluntary Sector Forum	Payne
Williton Library & Friends Group Officer	Howes
Wyndham Charity	Payne

The Williton Traders Association would be approached to ask if they would accept a representative. Cllrs Naylor and Payne had expressed interest of being representatives.

22/08 Confirmation of Eligibility and adoption of the General Power of Competence

Williton Parish Council **resolved** from the 9th of May 2022, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011, to adopt the General Power of Competence.

Proposed Cllr Peeks, seconded Cllr Howes and unanimously **resolved**.

22/09 Process for Co-option of Councillors for remaining three seats

Due to the recent uncontested election, the casual vacancy notices are not required, therefore, the vacancies would be advertised to invite application for co-option at the June meeting.

Proposed Cllr Howes, seconded by Cllr Peeks; unanimously **resolved**.

22/10 Inspection of the Deeds in the custody of the Parish Council

The Clerk reported the lease for the Copse had been renewed in 2012 for a period of 10 years. The 6ft entrance strip and the play area were listed on Trustee deeds 1980 and 1954 respectively. The Parish Office deeds were held at the solicitors. The deeds relating to the land purchased by the Parish Council from Williton Doctors Surgery in 2017 for the widening of the entrance to the Memorial Ground were held at the solicitors. The lease on Bellamy's Corner had ended on 28th February 2018 and the Parish Council were still in negotiation with Somerset County Council to purchase the land.

22/11 To re-adopt Standing Orders and Code of Conduct in line with recommendations

Standing Orders – the current would continue to be followed, but this would be under review to merge with NALC edition.

Code of Conduct – after a proposal from Cllr Peeks, seconded by Cllr Howes, it was unanimously **resolved** to adopt the recommended version.

(Cllr Denton left at 7.23pm)

22/12 Approval of the Minutes of the Meeting held on 3rd April 2022

It was unanimously **resolved** to approve the minutes of the meeting.

Proposed Cllr Howes, seconded Cllr Peeks.

22/13 Matters from the Minutes – for the purpose of report only

22/13.1 (Item 21/356.3) A358 road closure had been postponed and a date would be confirmed when known

22/14 Report from Avon and Somerset Constabulary

No report but recent alerts had been forwarded

22/15 Report from Somerset County Councillor

Cllr Davies and Woods had been elected members at the recent Elections. Press releases had been forwarded.

22/16 Report from Somerset West and Taunton District Councillors – Watchet & Stogursey Ward

Cllrs Aldridge, Davies and Whetlor would remain in post for the following 12 months, until Unitary came into power.

Cllr Peeks requested written reports to be supplied before the meeting, giving an overview and what effect on the Williton area.

22/17 Clerk's/Chairman's Notices

Cllr Nye would write the next article for Williton Window, which would be submitted via the Clerk

22/18 Correspondence

22/18.1 It was **resolved** to note the contents of the correspondence log

22/18.2 Quantock Food Bank Newsletter had been forwarded - noted

22/18.3 West Somerset Flood Group had requested a contribution of annual fee of £5.00 towards the hosting of the group's website. Cllr Howes proposed this was accepted, seconded by Cllr Peeks and unanimously **resolved**.

22/19 Report from the Environment and Planning Committee held on 11th April 2022

It was noted a copy of the minutes would be forwarded when available

22/20 Report from the Finance and Administration Committee held on 17th April 2022

It was **resolved** to note the report

22/20.1 It was **resolved** to note the provisions as at 31st March 2022.

22/21 Report from the Events Committee held on 13th April 2022

It was **resolved** to note the report

Cllr Peeks would deliver the Wildflower seeds to outlying households.

Cllr Howes would include in the Williton Window that the Parish Council had supplied the Wildflower seeds that had been distributed to every household in the Parish for the Queen's Platinum Jubilee. It was advised that the Film Club would just be held on an adhoc basis going forward, due to lack of attendees.

22/22 To receive accounts for payment not covered by Finance and Admin Committee

It was **resolved** with one abstention to pay the following invoices.

Proposed Cllr Howes, seconded Cllr Peeks.

Date	Details	Cheque No.	Invoice No.	Total Bank £	Cash £	VAT £
09 May 2022	WWMRG 6625 Talking Café	3962	012/22-23	126.00		0.00
09 May 2022	WWMRG 6635 Youth Club	3963	017/22-23	156.00		0.00
09 May 2022	WWMRG 6625 Talking Café	3964	135/21-22	126.00		0.00
09 May 2022	WWMRG 6355 Youth Club	3965	140/21-22	200.00		0.00
09 May 2022	WWMRG 6625 Flood Group Meeting	3966	146/21-22	21.00		0.00
09 May 2022	Aurora Foxes Academy 6625 Lunches	3967	50001101	68.02		0.00
09 May 2022	Idverde Ltd 6655 Public Toilets	3968	10840508	1395.00		232.50
09 May 2022	Countrywide Grounds Maintenance 4560 SCC Ground Maintenance	3969	231926	189.00		31.50
09 May 2022	Countrywide Grounds Maintenance 4555 WPC Ground Maintenance	3970	231927	860.40		143.40
09 May 2022	B Walsh & Sons Ltd 6655 Public Toilets	3971	3517	2265.60		377.60
09 May 2022	Cllr White Key Cutting	3972		20.76		0.00

22/23 Insurance Renewal

After a proposal from Cllr Howes, seconded by Cllr Nye, it was unanimously **resolved** to renew the insurance for a further year.

- 22/24 Health and Safety**
(Item 21/89.1A) A second first aider was required, to cover events. Cllr Nye would include this in the Williton Window report.
- 22/25 Quantock Hills JAC Meeting held on 26th April 2022**
It was **resolved** to note the report that had been forwarded
- 22/26 Annual Parish Assembly to be held on 10th May 2022**
Cllr White tendered his apologies for the meeting. A report will be given at the June meeting
- 22/27 Amenity Area**
- 22/27.1 The following members were elected to the Working Group: Howes, Nye, Payne, Peeks and White. A date would be set for a meeting.
- 22/27.2 (Item 21/367.2) Damaged Tree – to be discussed at the working group meeting
- 22/27.3 (Item 21/367.3) No Dogs Signs – to be discussed at the working group meeting
- 22/27.4 Removal of heap in Amenity Area – to be discussed at the working group meeting
- 22/28 Community Speed Watch and Speed Indicator Devices**
No further update
- 22/29 Wildflower Project**
The Chairman and Clerk would undertake the work to finish the project, mainly the signage required.
- 22/30 Youth Council**
A report from Cllr Naylor would be requested regarding contact with Danesfield Headteacher
- 22/31 Unitary Authority**
It was noted the elections had taken place on Thursday 5th May 2022. As reported under item 22/15 Cllrs Davies and Woods had been elected to represent the area.
- 22/32 Matters for the next Parish Council meeting to be held on Monday 6th June 2022**
Review of Council Policies and Procedures
Volunteer Register – October 2022
- 22/33** A resolution was passed to exclude the Press and Public from the remainder of the meeting due to commercial sensitivity. Proposed Cllr Peeks, seconded Cllr Howes and unanimously **resolved**.
- 22/34 Request from the village agents for support with additional room hire**
After a proposal from Cllr Howes, seconded by Cllr White, it was **resolved**, with one abstention, it was agreed to pay for 6 months room hire in the Quantock Room, Williton Pavilion for a 3 hours per week, but request that the Village Agents see if they can access support from other funders, for continuation.
- 22/35 Insurance Reinstatement Valuations**
After a proposal from Cllr Howes, seconded by Cllr Peeks, it was unanimously **resolved** to agree for Red Deer to carry out the valuations as per their quotation.

Meeting closed at 8.00 pm

Signed as a true and correct record Cllr Payne Dated 6th June 2022