

# WILLITON PARISH COUNCIL

Minutes of the Parish Council Meeting held on 5<sup>th</sup> December 2022 at 7.00 pm  
In the Parish Office, 2 Killick Way, Williton.

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## Attendees:

<b>Councillors</b>	Payne (Chairman), Angell, de Burgh-Thomas, Howes, Nye and White
<b>SCC</b>	Woods (left 7.22pm after 22/194 to attend another meeting)
<b>SWT</b>	None
<b>Avon and Somerset Constabulary</b>	None
<b>Press</b>	None
<b>Clerk</b>	Mrs Michelle Francis
<b>Public</b>	None
<b>Other</b>	None

## Apologies:

<b>Councillors</b>	Aldridge, Denton, Hooper, Naylor, Peeks and Whetlor
<b>SWT Councillors</b>	Aldridge, Davies and Whetlor
<b>SCC Councillors</b>	Davies
<b>Other</b>	None

Before the start of the meeting, Izzy Silvester, Village Agent, thanked the Parish Council for their ongoing support, with the helpline through covid, the Talking Café and the Ukraine help group. The comments made were that Williton Parish Council have responded in an amazing way and are very tuned into their community.

The Chairman also thanked Izzy and her team for all of their work for the community

**22/188** The Chairman advised the meeting would be recorded

**22/189** Apologies as noted above and reasons for absence approved

### **22/190 Declarations of Interest**

There were none

### **22/191 Approval of the Minutes of the Meeting held on 7<sup>th</sup> November 2022**

It was **resolved** to approve the minutes of the meeting, with one abstention due to absence  
Proposed Cllr White, seconded Cllr de Burgh-Thomas.

### **22/192 Matters from the Minutes – for the purpose of report only**

There were none

### **22/193 Report from Avon and Somerset Constabulary**

PCSO Thompson would retire shortly, after a proposal from Cllr Payne, seconded by Cllr White, it was unanimously **resolved** a card of thanks would be given. The Chairman advised he had been asked to attend a meeting regarding offenders community payback and will give a report at the next meeting

### **22/194 Report from Somerset County Councillor / Unitary County Councillors**

It was **resolved** to note the report from Cllr Woods, that had been forwarded.

It was **resolved** to note the report from Cllr Davies, that had been forwarded.

### **22/195 Report from Somerset West and Taunton District Councillors – Watchet, Williton & Sampford Brett**

No reports had been received

### **22/196 Clerk's/Chairman's Notices**

The changes to the precept dates were noted

Cllr Payne volunteered to write the Williton Window report

A letter had been received from Watchet Town Council requesting to work closer on Planning Applications. This was unanimously agreed, proposed Cllr Howes, seconded Cllr Nye. A meeting would be organised.

### **22/197 Correspondence**

22/197.1 It was **resolved** to note the contents of the correspondence log

22/197.2 Confirmation had been received from Maitland Walker that Land Registry had registered the lease regarding the Public Conveniences and Store - noted

- 22/197.3 An email had been received from Stogumber Parish Council regarding Funding of Parish Councils in West Somerset, which had been forwarded. Unanimously **resolved** to respond with agreement that all should be treated on an equal footing, response to be forwarded to One Somerset
- Resolution:** Reply with agreement. Proposed Cllr Howes, seconded Cllr Nye
- 22/197.4 Sovereign Play Equipment – notification had been received that repairs to the Wet Pour would be undertaken on the 16<sup>th</sup> of December 2022. Unanimously resolved that if the repairs were satisfactory for fourteen days after the repair, the final balance would be released.
- Resolution:** Release final balance, fourteen days after repairs if to a satisfactory standard.  
Proposed Cllr Howes, seconded Cllr White
- 22/197.5 A reply had been received from Lloyds Pharmacy confirming positions had been filled and requesting “time before a meeting, so the local community are able to experience the impact of the changes made”. It was agreed to monitor feedback and discuss again at the January meeting.
- 22/197.6 A request had been received from a parishioner to raise an issue with Somerset West and Taunton Council regarding their refusal to issue the cardboard clock for Car Park Permits. After a discussion, it was unanimously **resolved** to write to SWT Council pointing out problems of poor phone signal, refer to the 2021 census where 21% were over 65, who might not have smart phones which is discrimination, giving a negative impact to residents of community. Proposed Cllr Payne, seconded Cllr Howes
- 22/198 Report from the Environment and Planning Committee held on 14<sup>th</sup> November 2022**  
It was resolved to note the report
- 22/199 Report from the Finance and Administration Committee held on 21<sup>st</sup> November 2022**  
It was resolved to note the report
- 22/199.1 It was **resolved** to note the provisions as at 31<sup>st</sup> October 2022.
- 22/199.2 (Item 22/57.2A) It was **resolved** to note the office opening hours over the Christmas period – closing 12 noon on 23<sup>rd</sup> December and re-opening 4<sup>th</sup> January 2023
- 22/199.3 (Item 22/61.3A) The recommendation to pay for the Pavilion hire costs for Foxes Academy to run a Soup Club until the 31<sup>st</sup> March 2023 was discussed. After a proposal from Cllr Payne, seconded by Cllr Howes, it was unanimously **resolved** to agree the recommendation.
- 22/199.4 (Item 22/61A) Recommendation that any errors were to be notified to the Clerk in advance of meetings and not highlighted during meetings and that respect must be shown at all times, remembering the Code of Conduct – proposed Cllr de Burgh-Thomas, seconded Cllr Angell, unanimously **resolved**
- 22/200 Report from the Events Committee held on 9<sup>th</sup> November 2022**  
It was **resolved** to note the report. Cllr Howes gave a verbal update
- 22/201 To receive accounts for payment not covered by Finance and Admin Committee**  
It was unanimously **resolved** to pay the invoices on the attached list.  
Proposed Cllr Howes, seconded Cllr White

Date	Details	Cheque No.	Invoice No.	Total Bank £	Cash £	VAT £
05 Dec 2022	Gliddons 6720 Christmas lights	4101		35.96		5.99
05 Dec 2022	Amazon 4505 Printing & Stationery	4101		48.39		8.26
05 Dec 2022	Countrywide Grounds Maintenance 4555 WPC Ground Maintenance	4102	266437	860.40		143.40
05 Dec 2022	Countrywide Grounds Maintenance 4560 SCC Grounds Maintenance	4103	266436	189.00		31.50
05 Dec 2022	Mr Chedzoy 6720 Christmas Trees	4104	Trees	140.00		0.00
05 Dec 2022	B Walsh & Sons 4550 Lengthsmans Duties	4105	3615	108.00		18.00
05 Dec 2022	N Ridge 4510 Office Cleaning	4106	45	126.00		0.00
05 Dec 2022	Function 28 Ltd 4605 Website	4107	12462	12.00		2.00

05 Dec 2022	A M PAT Testing 4525 Health and Safety	4108	00064-3	179.00		0.00
05 Dec 2022	Watchet Town Council 6620 Closed Cemetery Contribution	4109		1,000.00		0.00
05 Dec 2022	Williton Window 4420 Donation	4110		600.00		0.00
05 Dec 2022	Eljet Exterior Cleaning 4510 Office Cleaning	4111		14.00		0.00

## **22/202 Budget Considerations 2023-2024**

It was unanimously **resolved** to accept the proposed budget for the financial year 2023-2024. The WWMRG Charity had not requested any subsidy. Proposed Cllr Howes, seconded Cllr Angell

## **22/203 Health and Safety**

Nothing reported

## **22/204 Amenity Area**

22/204.1 Report from the meeting held on 21<sup>st</sup> November 2022 was noted

22/204.2 A request had been received from WWMRG Charity for the Parish Council to purchase 3 picnic benches and gift them to the charity, in lieu of any subsidy. Proposed Cllr Howes, seconded Cllr White and unanimously **resolved**

22/204.3 Unanimously **resolved** the working group would have authority to proceed with the purchase of the picnic benches. Proposed Cllr Howes, seconded Cllr Nye.

## **22/205 (Item 22/146.2) Lighthouse Development Consulting**

The link from the presentation had been forwarded to members - noted

## **22/206 (Item 22/173.1B) Recommendation to adopt Councillor Code of Practise / Conduct regarding Planning Application Site Visits**

It was unanimously **resolved** to adopt the document. Proposed Cllr White, seconded Cllr Howes.

## **22/207 Community Speed Watch**

Cllr Denton had undertaken another speed watch. No update regarding the other positions around the village

## **22/208 Speed Indicator Device**

Awaiting response from Highways regarding the installation of the posts.

## **22/209 Youth Council**

Cllr Angell advised contact had been made with Minehead Eye and a meeting would be held in the New Year

## **22/210 Unitary Authority**

All policies and procedures would refer to the new Unitary Authority, when current Somerset West and Taunton Council is highlighted, until the documents are revised. Proposed Cllr Payne, seconded Cllr Howes with one abstention

## **22/211 CCTV Coverage**

There had been no further update

## **22/212 Williton Fire Station Staff Shortages**

The Chairman advised that West Somerset Free Press had contacted him regarding reported shortages and had asked what the Parish Council were doing about it. Unanimously **resolved** if the Parish Council became aware of shortages, they would assist with recruitment in any way they can. Proposed Cllr Payne, seconded Cllr Howes

## **22/213 Storage Racking for Car Park Store**

A discussion took place regarding the purchase of racking for the car park store, but which could be used elsewhere if needed. It was unanimously **resolved** to purchase one, three bay unit to start at a cost of £185.00, with another unit, if necessary, with the relevant number of plastic storage boxes and to be fixed to the wall. Proposed Cllr Payne, seconded Cllr Angell

**22/214      The Copse / Bridge Green**

A lease had been received from Savills, on behalf of Wyndham Estate, based upon a one-year term, rolling lease, at a cost of £10.00 per year. Noted that the start date was June 2022. To keep the area looking tidy, it was **resolved** to agree to accept the lease. Proposed Cllr Howes, seconded Cllr Angell with one vote against

**22/215      Matters for the next Parish Council meeting to be held on Monday 9<sup>th</sup> January 2023**

**22/216      A resolution was passed to exclude the press and public from the remainder of the meeting due to personnel issues**

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

**22/217      Letter from Parishioner regarding Christmas Trees**

Unanimously **resolved** the Chairman and Vice Chairman would respond requesting a letter of apology to be sent to all those mentioned in the email, together with the recipient of said email and for copies of letters

**22/218      Cash Handling Protocol**

Resolved to adopt the policy. Proposed Cllr Howes, seconded Cllr White, four votes in favour, two against.

Meeting closed at 8.45 pm

Signed as a true and correct record ..... Dated .....