

WILLITON PARISH COUNCIL

**Minutes of the Parish Council Meeting held on 7th November 2022 at 7.00 pm
In the Parish Office, 2 Killick Way, Williton.**

Attendees:

Councillors	Payne (Chairman), Aldridge (arrived during item 22/166), Angell, de Burgh-Thomas, Denton, Nye, Peeks (left during 22/186), Whetlor and White
SCC	Woods (left 8pm after 22/174.6)
SWT	Aldridge and Whetlor
Avon and Somerset Constabulary	None
Press	None
Clerk	Mrs Michelle Francis
Public	None
Other	None

Apologies:

Councillors	Hooper, Howes and Naylor
SWT Councillors	Davies
SCC Councillors	Davies
Other	PCSO Thompson

22/163 The Chairman advised the meeting would be recorded

22/164 Apologies as noted above and reasons for absence approved

22/165 Declarations of Interest

Name	Agenda Item	Interest	Action
Cllr Whetlor	All	District Councillor	Advised meeting
Cllr Peeks	22/172.1, 22/172.4, 22/187	Personal	Advised meeting

22/166 Approval of the Minutes of the Meeting held on 3rd October 2022

It was unanimously **resolved** to approve the minutes of the meeting.
Proposed Cllr Peeks, seconded Cllr White.

22/167 Matters from the Minutes – for the purpose of report only

22/167.1 (Item 22/146.2) Lighthouse Development Consulting – A presentation via Teams will be made via the TV screen in the Quantock Room, 22nd November 2022 at 7.30pm - noted

22/167.2 (Item 22/146.5) A response had been received from Cllr Rigby regarding the £1 bus fares and forwarded to members - noted

22/168 Report from Avon and Somerset Constabulary

It was **resolved** to note the newsletter, that had been forwarded. PCSO Thompson would retire in November, after a proposal from Cllr Payne, seconded by Cllr Peeks, it was unanimously resolved a card of thanks would be given

22/169 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. Cllr Woods requested a copy of this report.

22/170 Report from Somerset West and Taunton District Councillors – Watchet, Williton & Sampford Brett

Cllr Aldridge expressed concerns regarding planning enforcement and the lack of officers to ensure decisions are overseen. Cllr Aldridge had met with Cllr Rigby regarding public transport.

Cllr Whetlor also expressed concern that someone elsewhere in the County ie, Yeovil, could be making decisions affecting the West Somerset area. Cllr Whetlor had attended the first meeting of the shadow council for Taunton and advised their precept would be high and had been attending the LCN fortnightly online meetings.

22/171 Clerk's/Chairman's Notices

22/171.1 Members were reminded of the Defibrillator Training taking place on 8th November 2022

- 22/171.2 Remembrance Day Service – 11th November 2022 – noted that Cllr White would lay the wreath on behalf of the Parish Council

Damage had occurred to the public toilet door due to someone being locked in, resulting in the door handle being pulled off. The police had been informed.

22/172 Correspondence

- 22/172.1 It was **resolved** to note the contents of the correspondence log
- 22/172.2 Cllr Naylor requested agreement to attend the Hinkley Stakeholders meetings, as a Parish Council representative. Proposed Cllr Peeks, seconded Cllr Nye – **resolved** with 2 abstentions.
- 22/172.3 Notification had been received regarding a National Grid funding stream for alleviating fuel poverty. Due to time restraints, Cllr Aldridge drafted the application, after communication with the Chairman. The application was submitted by the Clerk. If successful, the funding would be administered via the Parish Office. Cllr Payne proposed that support was given retrospectively, seconded by Cllr Aldridge and unanimously resolved. The Chairman thanked Cllr Aldridge for this undertaking.

22/173 Report from the Environment and Planning Committee held on 10th October 2022

It was resolved to note the report

- 22/173.1 (Item 22/108B) A recommendation to adopt Councillor Code of Practice / Conduct regarding Planning Application Site Visits had been received from the committee – Cllr Peeks raised objections. As members had not previously seen these objections, it was resolved a meeting would be held with Cllrs Payne, Peeks and the Clerk to address the objections and resubmit to the December Full Council meeting for adoption.

22/174 Report from the Finance and Administration Committee held on 17th October 2022

It was resolved to note the report

- 22/174.1 It was **resolved** to note the provisions as at 30th September 2022.
- 22/174.2 (Item 22/34.1A) The Clerk had submitted a proposal requesting the Parish Office be considered as a venue for a Warm Hub, in conjunction with Councillor Surgery. Proposed Cllr Peeks, seconded Cllr Aldridge and unanimously **resolved**.
Resolution – The Parish Office would be used as a venue for a Warm Hub
- 22/174.3 (Item 22/39A) Lengthsman on Retainer – recommendation to advertise post. Unanimously resolved after a proposal from Cllr Whetlor, seconded by Cllr White.
Resolution – The position would be advertised
- 22/174.4 (Item 22/40A) Protocol for Marking the Death of a Senior National Figure – Proposed Cllr Denton, seconded Cllr Peeks and unanimously resolved.
Resolution – Adoption of amended policy
- 22/174.5 (Item 22/43A) Complaints Procedure regarding the Parish Council. Proposed Cllr Denton, seconded Cllr White, resolved with two abstentions.
Resolution – Adoption of Complaints Procedure
- 22/174.6 (Item 22/44A) Dedicated Councillor Email Addresses. Proposed Cllr Denton, seconded Cllr Whetlor, resolved with six in favour, three against.
Resolution – Only dedicated Councillor email addresses to be used.
Cllr Woods left the meeting
- 22/174.7 (Item 22/45A) Parish Office Hire Charges – After a proposal from Cllr Peeks, seconded by Cllr Whetlor it was resolved, with one against to increase the charges by 50 pence from the 1st April 2023.
Resolution – Increase hire charges by 50 pence
- 22/174.8 (Item 22/46A) Publication Scheme – Proposed Cllr Aldridge, seconded Cllr White, unanimously resolved
Resolution – To adopt the Publication Scheme
- 22/174.9 (Item 22/47A) Financial Regulations – Proposed Cllr Aldridge, seconded Cllr White, unanimously resolved
Resolution – To adopt the updated Financial Regulations
- 22/174.10 (Item 22/48A) Purchase of Flag(s) – recommendation to purchase – Cllr Peeks stated advertisement consent was required, Cllr Whetlor stated this was incorrect. Proposed Cllr Payne, seconded Cllr White, to purchase the National Flag, Union Flag, Armed Forces Flag and Somerset Flag and apply for consent if required. Unanimously resolved
Resolution – To purchase the stated flags

22/175 Report from the Events Committee held on 12th October 2022

It was **resolved** to note the report

- 22/175.1 The request for a Coronation Budget was considered and agreed in principle, however, the events committee would be asked to advise what budget they required and that locally sourced items would be preferred.

The Horse and Carriage had cancelled the Santa Parade – alternatives would be discussed at the next events meeting and consideration given to funds already raised.

22/176 Allocation of New Councillors to Committees

- Cllr de Burgh-Thomas – Environment and Planning Committee
- Cllr Ivan – Finance and Administration Committee and Youth Council representative (alongside Cllr Naylor)
- Cllr Whetlor – Finance and Administration Committee

Proposed Cllr Peeks, seconded Cllr Denton – unanimously resolved.

22/177 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 Peeks, seconded Cllr Whetlor

Date	Details	Cheque No.	Invoice No.	Total Bank £	Cash £	VAT £
07 Nov 2022	WWMRG 6625 Talking Café	4081	171/22-23	56.00		0.00
07 Nov 2022	WWMRG 6625 Ukraine Group	4081	172/22-23	84.00		0.00
07 Nov 2022	WWMRG 6625 Afternoon Teas	4081	182/22-23	204.75		0.00
07 Nov 2022	WWMRG 6625 Foxes Lunches	4081	183/22-23	174.00		0.00
07 Nov 2022	WWMRG 6635 Youth Provision	4081	184/22-23	78.00		0.00
07 Nov 2022	WWMRG 6625 Cybertalk Crime Prevention	4081	191/22-23	15.75		0.00
07 Nov 2022	D Shattock 4550 Lengthsman Duties	4082	796	35.00		0.00
07 Nov 2022	Enhanced Group 4505 Printing & Stationery	4083	566	41.56		6.93
07 Nov 2022	Enhanced Group 4505 Printing & Stationery	4084	607	59.74		9.95
07 Nov 2022	Countrywide Grounds Maintenance 4560 SCC Grounds Maintenance	4085	261517	189.00		31.50
07 Nov 2022	Countrywide Grounds Maintenance 4555 WPC Ground Maintenance	4086	261518	860.40		143.40
07 Nov 2022	Mervyn Hillier 4610 Computer Supplies	4087	2056	105.00		0.00
07 Nov 2022	Function 28 Ltd 4605 Website	4088	12304	12.00		2.00
07 Nov 2022	Idverde Ltd 4590 Public Conveniences	4089	10861056	1395.00		232.50
07 Nov 2022	Lyreco UK Ltd 4505 Printing & Stationery	4090	265518	79.84		13.31

22/178 Health and Safety

The gate to the Children's Play Area had rotted and had been removed. This would be replaced as soon as possible. Contractors were due to erect the noticeboard outside the post office, as the board was too heavy for volunteers to undertake.

22/179 Amenity Area

22/179.1 Report from the meeting held on 17th October 2022 was noted

22/179.2 Date for the next meeting was 10am on 21st November 2022 in the Parish Office, then on the 3rd Monday of each month going forward

22/180 Community Speed Watch

Cllr Denton advised the next speed watch would be undertaken on 16th November. PCSO Howe was awaiting confirmation if Long Street, Tower Hill and Doniford Road site would be agreed site after undergoing recent checks. If Tower Hill was accepted as a suitable location, Sampford Brett Parish Council would be contacted to ask if they would like to assist.

22/181 Speed Indicator Device

Awaiting response from Highways regarding the installation of the posts.

22/182 Youth Council

Cllr Angell advised contact would be made with Minehead Eye and Cllr Naylor

22/183 Unitary Authority

LCN – Local Community Networks - The Chairman had forwarded a report from the conference – noted. The result of the consultation was expected later this month.

22/184 CCTV Coverage

There had been no further update

22/185 Matters for the next Parish Council meeting to be held on Monday 5th December 2022

Speed Safety Campaign (Cllr White)

Liaison with Police (Cllr Nye)

22/186 A resolution was passed to exclude the press and public from the remainder of the meeting due to personnel issues

Cllr Peeks left the meeting at 8.36pm

Proposed Cllr Whetlor, seconded Cllr Aldridge and unanimously **resolved**.

22/187 Letter from Parishioner regarding Christmas Trees

A letter had been received requesting a meeting with the Chairman and Vice Chairman after the Parish Council's letter dated the 25th of October 2022. A discussion took place where it was confirmed the Council fully supported the Clerk and **resolved** a holding reply would be sent via Royal Mail and signed by the Chairman and Vice Chairman.

Meeting closed at 8.59 pm

Signed as a true and correct record Cllr Payne Dated 5th December 2022