

WILLITON PARISH COUNCIL

Minutes of the Annual Council Meeting held on 2nd May 2023 at 7.00 pm
In the Parish Office, 2 Killick Way, Williton

Attendees:

Councillors	Payne (Chairman), Aldridge, Angell (left at 7.16pm after 23/06), de Burgh-Thomas (left at 7.16pm after 23/06), Denton, Hooper, Howes, Nye (arrived at 7.03pm during 23/04), Peeks (left after item 23/28), Whetlor and White
Somerset Council	None
Avon and Somerset Constabulary	None
Press	None
Clerk	Mrs Michelle Francis
Public	None
Other	None

Apologies:

Councillors	None
Somerset Councillor	Davies and Woods
Other	None

It was advised that the meeting would be recorded.

23/01 Cllr Payne was unanimously elected as Chairman and duly signed the Declaration of Office Proposed Cllr Whetlor, seconded Cllr Hooper.

23/02 **Apologies as noted above and reasons for absence approved**

23/03 **Declarations of Interest**

Name	Agenda Item	Interest	Action
Cllr Peeks	22/30	Personal	Left meeting
Cllr Howes	23/19	Personal	Abstained from personal reimbursement
Cllr Payne	23/19	Personal	Abstained from personal reimbursement
Cllr Whetlor	23/30	Director of SALC	Did not take part in vote

23/04 **Election of Vice Chairman**

Cllr Aldridge was unanimously elected as Vice Chairman, proposed Cllr Hooper, seconded Cllr Whetlor.

23/05 **Appointment of Councillors to Committees and confirmation of days and dates of meetings**

23/05.1 Cllrs Angell, Hooper, Howes, Payne and Whetlor were duly elected to the Finance and Administration Committee with Cllr Aldridge as ex officio member.

23/05.2 Cllrs Aldridge, Denton, de Burgh-Thomas, Nye, Peeks, and White were duly elected to the Environment and Planning Committee with Cllr Payne as ex officio member.

23/05.3 Cllrs Aldridge, Nye and White were duly elected to the Personnel Committee

23/05.4 Cllrs Angell, Hooper and Whetlor were duly elected to the Grievance Committee

23/05.5 Cllrs de Burgh-Thomas, Howes and Peeks were duly elected to the Appeals Committee.

23/05.6 All members were invited to attend to Events Sub-Committee

Meeting dates had previously been agreed - noted

23/06 **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 and de Burgh-Thomas
Health & Safety Representative	Payne and White
Highway Liaison Contact	Aldridge and White
Magna Housing Association	Payne
Press Officer	Clerk and Howes

Pupil Parliament / Youth Groups	Angell and Whetlor
Quantock Foodbank Management Committee	Payne
Rights of Way Representatives	Peeks
St Decumans Charity / Mary Huxtable Trust	Whetlor
Speed Watch	Denton, de Burgh-Thomas and Nye
Twinning Association	Aldridge
Watchet/Williton/Quantock Area Panel	Office as corresponding notification
West Somerset Voluntary Sector Forum	Payne
Williton Library & Friends Group Officer	Howes
Wyndham Charity	Payne

Cllrs Angel and de Burgh-Thomas left the meeting

23/07 Confirmation of continued Eligibility and re-adoption of the General Power of Competence

Williton Parish Council resolves that having met the conditions of eligibility as defined in the Localism Act 2011 and S1 965 The Parish Councils (General Power of Competence) (Prescribed Conditions Order 2012), resolves that the Council is eligible to adopt and to exercise the General Power of Competence due to having 2/3 elected members and a qualified Clerk.

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

23/08 Co-option of Councillors

The notice period had passed, so the vacancy would be advertised to invite applications for co-option

23/09 Inspection of the Deeds in the custody of the Parish Council

It was reported the lease for the Copse was held in the office. All other deeds were held at the solicitors.

23/10 To re-adopt Standing Orders

Resolved to re-adopt the Standing Orders, but to consider previous clause 2F for next year, if appropriate. Proposed Cllr Payne, seconded Cllr Aldridge, 6 in favour, 3 against

23/11 Approval of the Minutes of the Meeting held on 3rd April 2023

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

Proposed Cllr Howes, seconded Cllr Hooper.

23/12 Matters from the Minutes – for the purpose of report only

There were none

23/13 Report from Avon and Somerset Constabulary

It was resolved to note the newsletter that had been forwarded.

23/14 Report from Somerset County

Written reports had been received from Cllrs Davies and Woods and forwarded to members. Cllr Davies had also given extra papers to the clerk, which were available for all.

23/15 Clerk's/Chairman's Notices

23/15.1 Cllr Whetlor would write the next article for Williton Window, which would be submitted via the Clerk

Coronation Weekend – help would be welcome at the Pavilion, which would live screen the Coronation, followed by a Tea Dance and Cream Tea in the afternoon. The Coronation Mugs would be presented to Danesfield School (jointly with Watchet Town Council), St Peters Nursery and St Peters School
Cllr Payne was thanked for undertaking the making and erection of the Coronation Flags, around the shops.

Mrs Payne was thanked for undertaking the Coronation Display in the Parish Office

23/16 Correspondence

23/16.1 It was **resolved** to note the contents of the correspondence log

23/16.2 A request had been received from the Royal British Legion, for the Parish Council to fund a room in the pavilion for refreshments before and after the 11th of November Remembrance Service. Proposed Cllr Hooper, seconded Cllr Denton and unanimously **resolved**.

FAC would look at one-off hires for the pavilion and report back to Full Council with a proposal

- 23/16.3 A request had been received from a neighbour to the parish office to contribute with upgrading the water supply. The Chairman advised Wessex Water had investigated the supply to the office and confirmed the supply was sufficient to the needs. After a proposal from Cllr Denton, seconded by Cllr Hooper, it was unanimously **resolved** not to use taxpayers money to contribute to the new supply.
- 23/16.4 Leaflets detailing services offered from Somerset AGE UK were available in the parish office
- 23/16.5 A request had been received from Williton Rockets for the supply of new goal posts. After a proposal from Cllr Denton, seconded by Cllr Hooper, it was resolved, with one abstention, to forward a grant application form and ask for its completion for the request to be considered.
- 23/16.6 Chair's Award for service to the community 2023. It was unanimously **resolved** two names would be submitted. Proposed Cllr Aldridge, seconded Cllr Hooper.

23/17 Report from the Environment and Planning Committee held on 10th April 2023

It was **resolved** to note the report

23/18 Report from the Finance and Administration Committee held on 17th April 2023

It was **resolved** to note the report

23/18.1 It was **resolved** to note the provisions as at 31st March 2023.

23/19 To receive accounts for payment not covered by Finance and Admin Committee

It was **resolved** to pay the following invoices. Proposed Cllr Hooper, seconded Cllr Aldridge

Date	Details	Cheque No.	Invoice No.	Total Bank £	Cash £	VAT £
02/05/2023	Countrywide Grounds Maintenance 4555 WPC Ground Maintenance	4199	510559	1242.37		207.06
02/05/2023	Eljet Exterior Cleaning 4510 Office Cleaning	4200	825	14.00		0.00
02/05/2023	Enhanced Group 4505 Printing and Stationery	4201	836	62.88		10.48
02/05/2023	Function 28 Ltd 4605 Website	4202	13330	12.00		2.00
02/05/2023	Cllr Howes – Coronation 6617 Civic Celebrations	4203	Amazon	26.35		0.00
02/05/2023	Idverde 6655 Public Conveniences	4204	10880165	1485.00		247.50
02/05/2023	Lyreco Uk Ltd 4205 Printing & Stationery	4205	324894	83.88		13.98
02/05/2023	Cllr Payne 6617 Civic Celebrations	4206	CRS & Amazon	191.04		0.00
02/05/2023	Ross Cox Plumbing & Heating Ltd 4590 Public Conveniences	4207	7059	151.20		25.20

23/20 Health and Safety

23/20.1 Report from advisors regarding the Playground Equipment had been received and forwarded to members. This would be discussed under item 23/29

23/21 Annual Parish Assembly held on Wednesday 19th April 2023

The Chairman gave a verbal report on the evening, advising parishioners who had attended had since thanked the Parish Council for organising two very informative speakers and that it had been a successful evening. All members who attended agreed.

23/22 Amenity Area

23/22.1 Notes from the meeting held on 17th April 2023 would be forwarded - noted

23/22.2 Cllr Payne advised he had read through all of the past minutes regarding the Amenity Area land ownership, which was believed to have been recorded incorrectly. This required legal ratification and the request was to instruct Risdon Hosegood Solicitors on behalf of the Parish Council. This was resolved after a proposal from Cllr Hooper, seconded by Cllr Howes, with one abstention

23/23 Community Speed Watch

Cllr Denton gave a verbal update advising sites being used were Danesfield School and Tower Hill. Long Street and Bank Street were still under discussion with the Police. There were currently six volunteers, therefore, it was hoped to be able to undertake watches on a regular basis.

23/24 Speed Indicator Devices

After the Parish Assembly, Cllr Best, Chairman of Somerset Council, had contacted portfolio holders to request the poles are installed as soon as possible. The Clerk had forwarded possible training dates to members who had volunteered.

23/25 Youth Council

There was no update

23/26 Matters for the next Parish Council meeting to be held on Monday 5th June 2023

Review of Council Policies and Procedures

23/27 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 Whetlor and unanimously **resolved**.

23/28 Consider Quotation for Playground Equipment

The H&S report was discussed, after which it was **resolved** to instruct Countrywide Grounds Maintenance to fence off both the Wooden Climbing Frame (Item 12) and the Wooden Climbing Frame with Slide (Item 9), with Harris Fencing. To also to obtain a price to remove item 9 and seek repairs on item 12. Notices would be secured on fencing explaining the situation. EPC to consider proposals to move forward. Proposed Cllr Payne, seconded Cllr Howes and unanimously **resolved**.

Further **resolved** to investigate S106 funding for a proposal for new equipment to accommodate increased and diverse needs.

Cllr Peeks left at 8.55pm

23/29 Insurance Renewal

Cllr Denton proposed to accept the quotation from Zurich Insurance, based on a one-year term; this was seconded by Cllr Aldridge. An amendment was proposed by Cllr White to accept the three-year term; this was seconded by Cllr Payne. A vote was taken on the amendment, to undertake a three-year term, three votes in favour and five against, motion failed. As no further amendment was proposed a vote was taken on the original motion to undertake a one-year term, which was passed with five votes in favour and three abstentions

23/30 Email received by councillors

Cllr Payne reported the advice received from SALC and the Monitoring Officer.

After a proposal from Cllr Aldridge, seconded by Cllr Hooper, it was **resolved**, with one abstention, to release the emails to the Clerk, but to get the advice in writing first to keep on file.

Cllr Aldridge further stated that the Parish Council should not be dictated to by a member of the public and that procedures are in place.

Cllr Denton requested it be noted that conduct of councillors was still not meeting standards by trying to divulge the content of the emails

Meeting closed at 9.26 pm

Signed as a true and correct record Cllr Payne Dated 5th June 2023