

WILLITON PARISH COUNCIL

Minutes of the Parish Council Meeting held on 7th October 2024 at 7.00 pm
In the Parish Office, 2 Killick Way, Williton

Attendees:

Councillors	Payne (Chairman), Aldridge, Angell, Hooper, McDonald, Nye, Peeks, Rutter (arrived at 7.13pm) Schmieder and Whetlor
Somerset Council	None
Avon and Somerset Constabulary	PCSO Marlow (left at 7.22pm)
Press	None
Clerk	Mrs Michelle Francis
Public	None
Other	None

Apologies:

Councillors	Denton and Howes (personal reasons)
Somerset Councillor	Davies and Woods
Other	None

24/152 It was advised that the meeting would be recorded.

24/153 Conduct of Meeting including Code of Conduct and Respect for others at Meeting

The Chairman reminded members due to the long agenda, to speak only once through the Chair and to respect others whilst they were speaking. Councillors were reminded that items should be kept confidential until the minutes were published.

24/154 Apologies as noted above and reasons for absence approved

Resolved to accept apologies and reasons.
Cllr Davies was wished a speedy recovery

24/155 Resignation of Cllr de Burgh-Thomas

The Chairman advised members of the above resignation.

24/156 Co-option of Councillors

An application had been received by Miss Deborah Schmieder for the casual vacancy on the Council. After a proposal from Cllr Hooper, seconded by Cllr Whetlor, it was unanimously **resolved** to co-opt. Miss Schmieder to the Council.

As Cllr Schmieder was in attendance, she duly signed the Declaration of Acceptance, after which she was able to take part in the remainder of the meeting.

24/157 Declarations of Interest

Name	Agenda Item	Interest	Action
Cllr McDonald	24/165.2	Other Non-Registerable Interest	Member of RBL - did not vote
Cllr Whetlor	24/165.2	Other Non-Registerable Interest	Member of RBL - did not vote
Cllr Whetlor	24/165.3	Other Non-Registerable Interest	Advised meeting

24/158 Approval of the Minutes of the Meeting held on 5th August 2024

It was **resolved** to approve the minutes of the meeting.
Proposed Cllr McDonald, seconded Cllr Whetlor, with three abstentions

24/159 Approval of the Minutes of the Extra Ordinary Meeting held on 27th August 2024

It was **resolved** to approve the minutes of the meeting.
Proposed Cllr Whetlor, seconded Cllr Angell, with two abstentions

24/160 Approval of the Minutes of the Extra Ordinary Meeting held on 16th September 2024

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

24/161 Matters from the Minutes – for the purpose of report only

There were none

24/162 Report from Avon and Somerset Constabulary

It was resolved to note the newsletter and crime statistics that had been forwarded. Cllr Aldridge advised of an incident that occurred the previous Thursday, where a group of youths had been approached due to anti-social behaviour and a knife had been drawn. 999 were called but there was no response, it was noted this coincided with a shooting incident at Minehead and an incident in Watchet. The police responded to advise they would not attend due to the other incidents and had no resources. After a proposal from Cllr Payne, seconded by Cllr McDonald, it was unanimously resolved to write a formal letter to the local MP and Police and Crime Commissioner and request a meeting, due to alarming increase in crime statistics and being under resourced.

PCSO Marlow attended and gave an overview of crime statistics in Watchet and Williton beat area and answered questions from members. It was noted that PCSO Howe was being relocated to Minehead and concern was raised regarding lack of his replacement.

24/163 Report from Somerset Councillors

A written report had been received from Cllr Woods and had been forwarded to members - noted

24/164 Clerk's/Chairman's Notices

The Chairman confirmed he had attended the Chairmans Award ceremony with Cllr Aldridge who had received well deserved recognition.

Somerset Prepared – Community Resilience Day – Wednesday 6th November 2024 – Cllrs Aldridge and Rutter would consider attending.

Somerset Prepared – Community Resilience Awards 2024 – Nominations were invited for an unsung hero or community group that had gone above and beyond to champion community resilience in Somerset – no nominations received - noted

An invitation had been received from Watchet Town Council to attend a presentation from Fera Urbanism on their new urban planning concept for Watchet. It was resolved Cllr McDonald would attend as the representative for the Parish Council.

24/165 Correspondence

24/165.1 It was **resolved** to note the contents of the correspondence log

24/165.2 Royal British Legion Remembrance Day – it was advised refreshments would be served before the service and consideration was given whether the Parish Council would pay for the hire of the Brendon Room in Williton Pavilion for this purpose.

- **Resolution:** To pay for the hire of the Brendon Room for refreshments to be served
Proposed by Cllr Hooper, seconded by Cllr Aldridge, two abstentions

24/165.3 SALC – Councillor Training on the Code of Conduct and Councillors interests – Cllr Whetlor had declared an interest, but advised all Councillors should attend

24/165.4 (Item 24/122.4) The response from Community Safety Officer had been forwarded to members - noted

24/165.5 An invitation had been received from West Somerset Railway Trust for two representatives to attend a short service of Remembrance at Bishops Lydeard Station on Saturday 9th November 2024 at 10.30am. It was resolved Cllrs McDonald and Payne would attend, with Cllr Angell as reserve.

24/166 Report from the Environment and Planning Committee held on 9th September 2024

It was **resolved** to note the report

24/167 Report from the Finance and Administration Committee held on 16th September 2024

It was **resolved** to note the report

24/167.1 It was **resolved** to note the provisions as at 31st August 2024.

24/167.2 It was resolved to note the detailed receipts and expenditure analysis as at the 31st August 2024

24/167.3 (Item 24/61.1A) Recommendation to re-adopt the Eye Test and Glasses Policy

- **Resolution:** To accept recommendation to re-adopt policy
Proposed by Cllr Hooper, seconded by Cllr Aldridge, two abstentions

24/167.4 (Item 24/61.2A) Recommendation to re-adopt The Grant Application Policy

- **Resolution:** To accept recommendation to re-adopt policy, after 3 slight amendments
Proposed by Cllr Aldridge, seconded by Cllr Hooper

24/167.5 (Item 24/61.3A) Recommendation to re-adopt Grievance Procedure – defer back to FAC for amendment

- 24/167.6 (Item 24/61.4A) Recommendation to re-adopt IT and Electronic Communication Policy
- **Resolution:** To accept recommendation to re-adopt policy
Proposed by Cllr Hooper, seconded by Cllr Aldridge, one abstention and one against
- 24/167.7 (Item 24/61.5A) Recommendation to adopt Protocol – defer back to January 2025 FAC after Code of Conduct training undertaken
- 24/167.8 (Item 24/61.6A) Recommendation to re-adopt Publication Scheme
- **Resolution:** To accept recommendation to re-adopt policy
Proposed by Cllr Angel, seconded by Cllr McDonald, two abstentions
- 24/167.9 (Item 24/62.1A) Recommendation to adopt Unreasonably Persistent or Vexatious Complaints Policy
- **Resolution:** To accept recommendation to adopt the policy and review in 6 months' time, due to being a new policy
Proposed by Cllr Aldridge, seconded by Cllr Angell, one abstention

24/168 Report from the Events Sub Committee held on 14th August and 11th September 2024

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

24/169 To receive accounts for payment not covered by Finance and Admin Committee

It was unanimously **resolved** to pay the following invoices.

Proposed Cllr Hooper, seconded Cllr Whetlor

Date	Details	Cheque No.	Invoice No.	Total Bank £	Cash £	VAT £
07/10/2024	Claire's Cleaning 4437 Public Conveniences	4506	0083	900.00		0.00
07/10/2024	Aurora FE Ltd 6625 Care in the Community	4507	50012352	292.39		0.00
07/10/2024	Function 29 Ltd 4605 Website	4508	15988	12.00		2.00
07/10/2024	Lyreco UK Ltd 4505 Printing and Stationery	4509	50721	36.00		6.00
07/10/2024	B Mandziej 6617 Civic Allocations	4510	D-Day	120.41		0.00
07/10/2024	N Ridge 4510 Office Cleaning	4511	13	120.00		0.00
07/10/2024	SALC 4520 Training	4512	1175	70.00		0.00
07/10/2024	SALC 4520 Training	4512	1154	120.00		0.00
07/10/2024	SALC 4520 Training	4512	1209	50		0.00

24/170 Potentially increasing the number of Parish Councillors to 14

A response had been received from Somerset Council outlining the requirements and confirming no increase could be made until May 2027. Members felt the requirements were too onerous, therefore, it was resolved not to proceed and remove this item from the agenda.

24/171 Health and Safety - no report

24/172 Amenity Area

It was noted the next meeting would be held on Monday 21st October 2024, 10am in the Parish Office and all members were invited to attend.

24/173 Williton Window

Cllr Angell confirmed he had attended a meeting with Williton Window, Watchet Connects and representatives from Watchet Coastal Community Team. A discussion took place regarding its continuation and after a proposal from Cllr Aldridge, seconded by Cllr Angell, it was unanimously resolved options would be considered to try and keep the publication.

Cllr Angell and the Clerk would submit an article to the West Somerset Free Press to try and recruit volunteers and sponsorship.

- 24/174 Community Speed Watch**
No report due to the absence of Cllr Denton
- 24/175 Speed Indicator Devices**
- 24/175.1 A reply had been received from Somerset Council Highways earlier in the day and would be reported on at the next meeting
- 24/175.2 SID report – Cllr Aldridge advised the device had recently been moved to the location on the A39 – it was noted another volunteer was required to undertake the training to assist with the devices
- 24/175.3 A request had been received to locate a SID in High Street – Highways would be asked.
- 24/176 Community Review Project**
Currently 70 responses had been received. Members were asked to help deliver the leaflets around the village.
- 24/177 Youth Council**
It was agreed to wait until the new Headteacher was in position, which could possibly be February. In the meantime, the School Governors would be contacted.
- 24/178 Local Community Network**
The next meeting would be held on 17th October.
- 24/179 Williton Chemist**
It was noted the service had improved, with more stock was available and the staff and Pharmacist being helpful. It was agreed to write to the company again to ask what other improvements would take place and enquire if they would open on Saturdays.
- 24/180 Williton Post Office**
Confirmed as registered as an Asset of Community Value. Grant funding would be required, and it was noted it would require a management committee and full costings. No further action proposed.
- 24/181 Request for support and Grant Application – Citizens Advice West Somerset (CAWS)**
Item deferred due to members requiring extra time to consider papers, which had been forwarded by email. Printed copies were available in the office for members to collect.
- 24/182 Parishioner Complaint**
Cllr McDonald as Chairman of the committee gave a verbal report on the meeting held on 25th September 2024. The findings of the committee was that there was no case to answer and a letter of reply would be sent within 24 hours together with a set of contemporaneous notes. Cllrs Aldridge and Hooper thanked the committee for the work undertaken, which was agreed by all members.
- 24/183 Matters for the next Parish Council meeting to be held on Monday 4th November 2024**

Meeting closed at 9.02 pm

Signed as a true and correct record ... Cllr Payne Dated ... 4th November 2024