

WILLITON PARISH COUNCIL

Minutes of the Parish Council Meeting held on 4th November 2024 at 7.00 pm
In the Parish Office, 2 Killick Way, Williton

Attendees:

Councillors	Payne (Chairman), Aldridge, Angell, Hooper, McDonald, Nye, Rutter and Schmieder
Somerset Council	Woods (left after item 24/205 at 8.27pm)
Avon and Somerset Constabulary	PCSO Marlow (left at 7.20pm)
Press	None
Clerk	Mrs Michelle Francis
Public	None
Other	None

Apologies:

Councillors	Denton (work commitments); Howes, Peeks and Whetlor (personal reasons)
Somerset Councillor	Davies
Other	None

24/184 It was advised that the meeting would be recorded.

24/185 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.

24/186 Apologies as noted above and reasons for absence approved

Resolved to accept apologies and reasons.

24/187 Declarations of Interest

Name	Agenda Item	Interest	Action
Cllr Aldridge	24/205	Other Non-Registerable Interest	Left Meeting

24/188 Approval of the Minutes of the Meeting held on 7th October 2024

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

24/189 Matters from the Minutes – for the purpose of report only

There were none

24/190 Report from Avon and Somerset Constabulary

PCSO Marlow attended and gave crime statistics for Williton, noting violent crime was still high, but crimes overall were down by 9 since August, which was a normal pattern. PCSO Marlow still attended the Talking Café once a month and was looking to engage more with the Youth Club. The SID and Speed Watch were beneficial; there was the option to undertake further patrols on areas not covered.

24/191 Report from Somerset Councillors

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

24/192 Clerk's/Chairman's Notices

Somerset Parishes Conference and SALC AGM would be held on Wednesday 13th November 2024, 9.30am – 6pm. Cllr Payne would attend; one space was available if any other member wished to attend.

A response had been received from Somerset Council regarding the Roughmoor Industrial Estate, advising "The marketing of this site will commence shortly" - noted

24/193 Correspondence

24/193.1 It was **resolved** to note the contents of the correspondence log

24/193.2 Ongoing emails received from parishioner and consideration of involving Persistent and Vexatious Complaint Policy. Members discussed the above and it was resolved to invoke the policy on this ongoing issue. Proposed Cllr Aldridge, seconded Cllr Angell, with Cllrs McDonald, Nye, Payne, Rutter, Schneider in favour and Cllr Hooper against.

- 24/193.3 The Local Government Boundary – consultation on division boundaries for Somerset Council, due for implementation for the elections in 2027. It was noted the number of councillors was anticipated to reduce to 96, with one councillor for each Electoral Ward (Division). After a discussion, it was unanimously **resolved** to respond that the Parish Council wished to keep two members to cover the Division, as it was felt one was not a good option in case one was incapacitated.
Proposed Cllr McDonald, seconded Cllr Nye.
- 24/194 Report from the Environment and Planning Committee held on 14th October 2024**
It was **resolved** to note the report
- 24/194.1 (Item 24/64.4B) Members considered the recommendation that, with the lack of any other concept plan, the Parish Council considered the request from J Gliddon & Sons for the following:
1. Support of the proposed concept design of Fore Street

It was **resolved**, with five votes in favour and three abstentions, to support the concept in the absence of anything else. Proposed Cllr Angell, seconded Cllr Rutter
 2. To consider commissioning a topographical survey

It was unanimously **resolved** to not undertake the above survey, as members felt this should be undertaken from the Highways of Somerset Council. The Parish Council do not have the experience and powers to undertake. Proposed Cllr Payne, seconded Cllr McDonald.
- 24/195 Report from the Finance and Administration Committee held on 21st October 2024**
It was **resolved** to note the report
- 24/195.1 It was **resolved** to note the provisions as at 30th September 2024. It was noted the Community Project provision had decreased due to the recent installation of a new piece of play equipment.
- 24/195.2 It was resolved to note the detailed receipts and expenditure analysis as at the 30th September 2024
- 24/195.3 (Item 24/78.1A) Recommendation to re-adopt the Retention and Disposal Policy
- **Resolution:** To accept recommendation to re-adopt policy
Proposed by Cllr McDonald, seconded by Cllr Aldridge, unanimously **resolved**
- 24/195.4 (Item 24/78.2A) Recommendation to re-adopt The Safeguarding Policy
- **Resolution:** To accept recommendation to re-adopt policy
Proposed by Cllr Hooper, seconded by Cllr McDonald, unanimously **resolved**
- 24/195.5 (Item 24/78.3A) Recommendation to re-adopt Scheme of Delegation Policy
- **Resolution:** To accept recommendation to re-adopt policy
Proposed by Cllr McDonald, seconded by Cllr Aldridge, unanimously **resolved**
- 24/196 Report from the Events Sub Committee held on 9th October 2024**
It was **resolved** to note the report.
- 24/197 To receive accounts for payment not covered by Finance and Admin Committee**
It was unanimously **resolved** to pay the following invoices.
Proposed Cllr Angell, seconded Cllr Aldridge

Date	Details	Cheque No.	Invoice No.	Total Bank £	Cash £	VAT £
04/11/2024	Aurora FE Ltd 6625 Care in the Community	4520	50012442	376.81		0.00
04/11/2024	Complete Weed Control 4521 Weed Spraying	4521	SD8180	660.00		110.00
04/11/2024	Countrywide Grounds Maintenance 4555 WPC Ground Maintenance	4522	598613	1,312.99		218.83
04/11/2024	Countrywide Grounds Maintenance 4560 SC Ground Maintenance	4522	598614	222.90		37.15

Date	Details	Cheque No.	Invoice No.	Total Bank £	Cash £	VAT £
04/11/2024	Eljet Exterior Cleaning 4510 Office Cleaning	4523	1350	24.00		4.00
04/11/2024	Enhanced Technology Solutions Ltd 4505 Printing & Stationery	4524	1867	307.55		51.26
04/11/2024	Function 28 Ltd 4605 Website	4525	16142	12.00		2.00
04/11/2024	Lyreco UK Ltd 4505 Printing & Stationery	4526	61007990	89.64		14.94

24/198 Health and Safety

The combination office lock previously agreed would be installed shortly

24/199 Williton Window

Cllr Angell had sent an email to the clerk earlier in the day, with a brief editorial for West Somerset Free Press.

The Williton Window committee had advised they had some surplus funds and enquired if members would like the Pavilion or the Parish Council to be beneficiaries. Cllr Angell proposed that as the Parish Council had made substantial grants to Williton Window in the past, the Parish Council should receive the funds, to be ringfenced to try and restart a publication, to be reviewed in 12 months' time. This proposal was seconded by Cllr Aldridge and unanimously **resolved**.

24/200 Community Speed Watch

No report due to the absence of Cllr Denton

24/201 Speed Indicator Devices

24/201.1 A reply had been received from Somerset Council Highways confirming the post on the verge opposite Sir Gilbert Scott Court, Long Street, could be used for the SID device.

24/201.2 SID report – Cllr Aldridge advised the device had recently been moved to the location on the A358, Sampford Brett

24/201.3 An extra volunteer was required to help with the SID device – Cllr Angell offered his assistance, if training could be undertaken around work commitments. The Clerk would enquire regarding upcoming training dates

24/202 Community Review Project

No report had been received

24/203 Local Community Network

The meeting minutes would be forwarded once received. It was noted the meeting had mainly focused upon Coastal Erosion.

24/204 Williton Chemist

No Update

24/205 Request for support and Grant Application – Citizens Advice West Somerset (CAWS)

Cllr Aldridge had declared an interest in this item and left the meeting at 8.21pm

A completed Grant Application form had been received from CAWS and they had applied for a grant of £4,000.00. Cllr Hooper proposed a grant of £2,500.00 then reconsider at the end of the year; this was seconded by Cllr Angell.

An amendment was proposed by Cllr McDonald to grant a sum of £2,000.00, as budgeted for, then look at any spare funds at the end of the financial year; this was seconded by Cllr Rutter.

A vote was taken on the first amendment, to award £2,000.00, five votes in favour with two abstentions.

The vote replaced the previous motion as substantive motion. As no further amendment was proposed a vote was taken on the substantive motion to grant the sum of £2,000.00 to CAWS and consider possible extra funding at the end of the financial year, which was unanimously passed.

Cllr Aldridge re-entered the meeting at 8.27pm

- 24/206 A resolution was passed to exclude the press and the public from the remainder of the meeting, due to personnel matters.** Proposed Cllr Hooper, seconded Cllr McDonald, unanimously resolved
- 24/207 Employer Duty of Care to Personnel**
- Concern had been raised regarding emails received which perceived that staff were not undertaking their tasks with intimidating comments. Members agreed that bullying behaviour would not be tolerated and acknowledged their duty of care to staff. Advice would be taken on policy from HR and H&S advisors on how to protect staff and councillors. This item would be deferred to Personnel Committee.
- 24/208 Members of the press and public were invited to re-enter the meeting – There were none**
- 24/209 Matters for the next Parish Council meeting to be held on Monday 2nd December 2024**
- Youth Council – February 2025

Meeting closed at 8.40 pm

Signed as a true and correct record Cllr Payne Dated 2nd December 2024