

WILLITON PARISH COUNCIL

Minutes of the Parish Council Meeting held on 3rd August 2026 at 7.00 pm
In the Parish Office, 2 Killick Way, Williton

Attendees:

Councillors	Payne (Chairman), Aldridge, Hooper, Prince, Schmieder, Shattock, Vaughan and Whetlor
Somerset Councillor	Rodrigues (arrived at 7.19pm during item 26/105.3)
Avon and Somerset Constabulary	None
Press	None
Clerk	Mrs Michelle Francis
Public	None
Other	None

Apologies:

Councillors	Peeks
Somerset Councillor	Davies and Rodrigues who would arrive late
Other	None

26/92 It was advised that the meeting would be recorded

26/93 The Chairman reminded members of the expected conduct during the meeting, including Code of Conduct and respect for others

26/94 Declarations of Interest

Name	Agenda Item	Interest	Action
Cllr Schmieder	26/110	Personal	Did not vote on personal reimbursement

26/95 Health and Safety, including Housekeeping

Cllr Hooper reported cracks in the wood on the new play equipment – Cllr Shattock would take photographs which the office would forward to the contractor for comment

The recent ROSPA inspection had identified a slipped tile on the Memorial Shelter in the Play Area – this would be fixed as soon as possible – proposed Cllr Hooper, second Cllr Shattock, unanimously **resolved**

26/96 Apologies as noted above and reasons for absence approved

26/97 Appointment of Councillors to Committees

26/97.1 Finance and Administration Committee – allocation of Cllr Denton deferred due to absence

26/98 Approval of the Minutes of the Meeting held on 6th July 2026

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

26/99 Approval of the Minutes of the Extra Ordinary Meeting held on 20th July 2026

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

26/100 Approval of the Minutes of the Extra Ordinary Meeting held on 27th July 2026

It was **resolved** to approve the minutes of the meeting.
Proposed Cllr Vaughan, seconded Cllr Prince, with two abstentions due to absence

26/101 Matters from the Minutes – for the purpose of report only

There were none

26/102 Report from Avon and Somerset Constabulary

A newsletter had been received and forwarded to members - noted

26/103 Report from Somerset Councillors

Reports had been received from Cllrs Davies and Rodrigues and forwarded to members

Cllr Rodrigues was welcomed to the Parish Council meeting and would be welcome to attend all future meetings, whilst noting the private agreement between Cllrs Davies and Woods to attend alternate meetings.

Cllr Rodrigues confirmed he had forwarded a report to all Parish Councils and would be happy to receive comments or queries and offered any support he could in the absence of Cllr Woods.

- Cllr Whetlor stated it would be nice to have specific reports on Williton – response was not a division member and did not know specifics, but would share any correspondence that Cllr Woods would receive
- Cllr Aldridge addressed the local plan consultation, stating that the Parish Council submitted a response but disappointed on the very short notice for it to be completed. It highlighted that Williton had 900 more housing allocation than was needed on the previous plan, which had resulted in over development in this area. West Somerset is a rural area with 50 people per square kilometre, compared to Mendip which had 200 people per square kilometre. One size does not fit all – please could this be raised at County.
- (A copy of the response to the local plan would be forwarded to Cllr Rodrigues)
- Cllr Whetlor spoke regarding windfall sites developments, which numbers were not taken from housing allocation and requested that for the next local plan, this was addressed to ensure the numbers were taken into account. The former Free Press offices were given as an example and would be sent in more detail to Cllr Rodrigues
- Cllr Payne spoke regarding lack of infrastructure in the area, from poor roads, only one senior school, the difficulty in getting doctors and dentists, seasonal businesses and the need for a more viable community – this needed to be considered in the local plan. This was agreed; satellite training sites were needed to encourage professionals to the area
- Cllr Aldridge – over 50% of the local population in Minehead was over 65, with predictions this would be the majority of West Somerset by 2040. The area also has a poor bus service
- Planning Enforcement – Cllr Payne highlighted several breaches of planning conditions that were occurring in the area. Some developments now have alternative businesses on site and static homes, without permission. Cllr Rodrigues requested that details were forwarded to himself, highlighting where Somerset Council had been advised of breaches, but no action taken. He stated they need to listen to Parish Councils as they have the information and not rely on consultants and tier system

26/104 Clerk's/Chairman's Notices

Nomination for Somerset Council Chairs Award

- **Resolution** – Mr Brian and Mrs Caroline Tyner would be nominated
Proposed Cllr Payne, seconded Cllr Whetlor and unanimously resolved

26/105 Correspondence

26/105.1 It was **resolved** to note the contents of the correspondence log

26/105.2 The Chairman had been invited to open the new Edenstone Homes show home at Underwood Gardens, off Doniford Road, on the 29th of August 2026, which had been accepted - noted

26/105.3 Williton Post Office had requested that the Parish Council request Somerset Council to remove the Asset of Community Value, which could potentially affect their upcoming sale. It was noted that there had been no proposal to raise funds to purchase the post office.

- **Resolution** – to write to Somerset Council to advise the Parish Council would not be exercising rights and request that Williton Post Office is removed from the register. In addition to write to the Post Office to advise of the decision and to thank for past support
Proposed Cllr Whetlor, seconded Cllr Vaughan and unanimously resolved

26/105.4 Quantock Hills – Election of Parish Representative to the Quantock Hills National Landscape Partnership

- Resolution – it was unanimously resolved to ask Cllr Rutter to stand as Parish Representative
- Proposed Cllr Aldridge, seconded Cllr Whetlor

(Cllr Rodrigues arrived, therefore it was resolved to return to item 26/103)

26/106 Report from the Environment and Planning Committee held on 13th July 2026

It was **resolved** to note the report

26/107 Report from the Finance and Administration Committee held on 20th July 2026

It was **resolved** to note the report

26/107.1 It was **resolved** to note the provisions as of 30th June 2026, as presented to FAC meeting

26/107.2 It was **resolved** to note the Receipts and Expenditure Analysis as of 30th June 2026, as presented to the FAC meeting

26/107.3 Rota for Williton Window – the Clerk had presented a rota for councillors to write an article for future editions – Cllr Hooper declined to write an article, Cllr Vaughan volunteered to cover.

It was noted the next edition was currently at the printers

26/108 Report from the Events Sub Committee held on 9th July 2026

It was **resolved** to note the report. It was agreed that the Parish Council would take the lead on the Remembrance Day service, on 11th November 2026 on the Memorial Ground.

26/109 Report from Minehead & Watchet LCN Meeting held on Thursday 18th July 2026

Cllr Payne gave a verbal report of the meeting which included positive comments on work being undertaken with the community payback scheme. The LCN Highways meeting would take place on 10th September 10.15am – 1pm in West Somerset House. Cllr Aldridge would attend in Cllr Payne's absence and would raise the issues of highway maintenance and road closures signs requiring more information on the exact location of the closure. The issue of the closure of Brendon Road in Watchet, for which three months had been allocated, would be raised with the impact to local roads, in particular passing schools and weight limits

26/110 To receive accounts for payment

It was **resolved** to pay the following invoices.
Proposed Cllr Whetlor, seconded Cllr Vaughan

Invoice Date	Details	Payment method	Invoice No.	Total Bank £	Cash £	VAT £
01/07/2026	Cllr Schmieder – Canva 6105 Affiliation Fee Subscription	FPO	36026508	100.00		0.00
01/08/2026	CHRGs Ltd 4815 Consultants	FPO	0239	1,860.00		310.00
13/07/2026	Coomber Security Systems Ltd 6665 CCTV	FPO	260816	1,080.00		180.00
23/07/2026	Coomber Security Systems Ltd 6665 CCTV	FPO	261319	3,474.00		579.00
28/07/2026	Core Synergy Ltd 4605 Website	FPO	19294	12.00		2.00
31/07/2026	Countrywide Grounds Maintenance 4555 WPC Ground Maintenance	FPO	701977	1,474.06		245.68
31/07/2026	Countrywide Grounds Maintenance 4560 SC Ground Maintenance	FPO	702289	496.84		82.81
02/06/2026	Garden Care and Creation 4215 Lengthsman	FPO	92	62.40		10.40
03/06/20256	Mrs Hirst 4725 Parking Expenses	FPO	808837	11.10		0.00
17/07/2026	LED Architects Ltd 4815 Consultants – Library	FPO	4487-2	2,205.00		367.50
27/07/2026	Risdon Solicitors 4805 Land Registry	FPO	Land registry	20.40		0.00
28/07/2026	ROSPA Play Safety 4525 Health and Safety	FPO	100669	142.80		23.80
21/07/2026	Little Owl Cleaning Co Ltd 4590 Public Conveniences	FPO	949690	214.40		0.00
28/07/2026	Little Owl Cleaning Co Ltd 4590 Public Conveniences	FPO	459130	187.60		0.00

26/111 Former Library Building

- It was confirmed that Planning Permission had been submitted to Somerset Council.
- The Working Group were currently working on the population of the data sheets, in preparation for the tender packs.
- Clearing of the building was being undertaken – the shelves would be stored until it was confirmed if they would be able to be utilised
- Cllr Prince gave an update on the Water supply, stating confirmation was still awaited regarding responsibility of supply to meters
- Extra Ordinary meetings would be held if required

26/112 Flood / Village Response Group

26/112.1 A response was still awaited from the office of Rachel Gilmour MP, after the meeting with Cllrs Rutter and Prince, with the latest request for response sent on 29th June 2026

26/113 Matters for the next Parish Council meeting to be held on Monday 5th October 2026

Standing Orders

Meeting closed at 8.12 pm

Signed as a true and correct record Cllr Payne Dated 5th October 2026