

WITHYCOMBE PARISH COUNCIL

Minutes of the Withycombe Parish Council meeting held at the Memorial Hall on Monday 4th December 2017 at 7.00pm

PRESENT

Councillors: Emma Wright (Chairman), Chris Thomas, Richard Barnham, Amanda Gardiner, Steve Crossman.

In attendance: S Rawle (Clerk)

Also present: Brenda Maitland-Walker (WSC), Christine Lawrence (SCC)

For future reference attendees will be referred to in these, and subsequent, minutes by their initials viz:

Emma Wright (Chairman) EW, Chris Thomas CT, Stephen Crossman SC, Richard Barnham RB, Amanda Gardiner AJG, Susan Gill SG, David Tilley DT, Brenda Maitland-Walker (West Somerset District Council) BMW, Christine Lawrence (Somerset County Council) CL, Sam Rawle (Clerk) SR.

The Meeting was digitally recorded

1800 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from DT, SG, CT

1801 TO RECEIVE DECLARATIONS OF INTEREST FROM CLLRS

None.

1802 TO APPROVE THE MINUTES OF THE FOLLOWING MEETINGS:

Parish Council Meeting and Public Open Session held on 4th September 2017.

Parish Council Meeting and Public Open Session held on 9th November 2017.

The minutes of the above meetings have been circulated prior to the meeting, were agreed as accurate and signed by the Chairman.

1803 MATTERS ARISING FROM THE MINUTES:

1803.1 - Review of Standing Orders, Financial Regulations and Code of Conduct – Clerk to review against model documents and circulate to all for comment.

1803.2 – Valuation of Council owned Assets – Risk Assessments to be carried out on assets. Clerk to liaise with Chairman.

1804 PLANNING

Applications:

1804.1 Application 6/41/17/103 – Proposed demolition of existing single storey extension at southern end of building and erection of two storey extension and construction of single storey extension to rear elevation (west). Demolition of existing shed in rear garden and erection of new outbuilding@ 3 Cogan Cottages, Withycombe

No objections were expressed.

Decisions:

1804.2 None

1804.3 **Felons View, Rodhuish Hill Lane**

The Clerk explained that an email had been received from Mr Mark Richards , a planning consultant action on behalf of the owners of the cottage at Felon's View. The new owners were considering options for the cottage, namely demolition and the creation of two semi detached cottages. Mr Richards was requesting a meeting with the Parish Council to discuss the proposals in further detail.

After due consideration it was agreed that the Parish Council should not agree to a meeting with Mr Richards and that the proper procedure should be that the Parish Council would consider and make comment when invited to do so by the Planning Authority. The Clerk was instructed to write to Mr Richards.

1805 **FINANCES**

1805.1 **Budget Monitoring Report:** The Clerk circulated a budget monitoring report for the period 1st April 2017 to 30th November 2017. The Clerk explained the Parish Councils current reserves position (Titholes Orchard £9,330 and Active Living £659.00). After taking this into account the Parish Council had 'available funds' standing at £12,003.

1805.2 **Bank Reconciliation Statement:** The Clerk presented the bank reconciliation up to 30th November 2017. The bank reconciliation statement agreed with bank statements and was signed by the Chairman, as an accurate record. Bank balances were:

➤ Account 95304622	£2,766.39
➤ Account 44356501	£19,226.22
Total	£21,992.61

1805.3 **The following payments were approved:**

1. S Rawle (Clerk) salary / expenses (Oct 2017– Dec 2017)	£749.70
2. Rest & Be Thankful (Active Living – Christmas Lunch)	£40.00
3. Withycombe Memorial Hall (Active Living – Hall Hire)	£160.00
4. Withycombe Memorial Hall (Contribution to Christmas Tree)	£20.00

1805.4 **Active Living Account:** The Clerk circulated a statement detailing transactions on the Active Living account. The balance being held by the Parish Council at 30th November 2017 amounted to £459.00. Clerk to write to Roger Hurst to update current position.

1806 **BUDGET & PRECEPT 2018/19**

The Clerk had circulated documents prior to the meeting which set out options for the parish precept together with a draft budget for 2018/19. The Clerk advised that the budget had been prepared on the basis of an increase in the precept to take account of the additional project advisor costs associated with the Titholes Development. Councillors discussed at length both the financial requirement of the parish council together with the impact that any rise in precept would have on local taxpayers

The additional financial demands of the Titholes Development were discussed and the need to keep the parish council reserves at a healthy level to meet future obligations. It was agreed to postpone the defibrillator project for the 2018/19 budget year, unless additional grant funding to cover the full costs could be identified.

It was agreed that the parish precept for 2018/19 would be set at £7,545.00, an increase of 13% and that the draft budget be approved.

1807 DEFIBRILLATOR

As discussed under the Budget item it was agreed to put the defibrillator project on hold. Clerk would explore other areas of funding to see if it would be possible to access additional funding to cover the full costs.

1808 BT PHONEBOX, WEST ST

The Clerk had contacted Dunster Parish Council. They confirmed that the adoption process was straightforward, it just took a long time.

BT confirmed that the disconnection of power supply would be dealt with by Western Power and BT would remove the telephony from the box. There will not be an issue with exposed cables etc.

Clerk to write to Mrs Carol Wright to request copy of deeds to verify ownership of land.

1809 HIGHWAYS

Nothing to report.

1810 RIGHTS OF WAY

Greenlands Lane – Cllr Thomas had contacted the Clerk concerning vehicles accessing the lane from the Roadwater/Luxborough Rd and getting into some difficulty. On a number of occasions vehicles have had to be pulled out of the ditch by tractor. They appeared to be visitors to Croydon Hall who had been directed on to the lane by their sat navs. Clerk to contact SCC Highways regarding additional signage to signify that the lane was not suitable for vehicular traffic.

1811 TITHOLES ORCHARD UPDATE

The pre-meeting update from the Parish Councils advisor, Eric Beaven was discussed. It was agreed that the first tranche of work had been carried out and that Mr Beaven should be asked to submit his invoice for settlement. It was envisaged that the Parish Council would need the expertise of Mr Beaven once Savills had come back with a revised plan. It was agreed that Mr Beaven would be further instructed once WSC Enforcement had undertaken their investigations.

1813 COUNTY COUNCILLOR and DISTRICT COUNCILLOR REPORTS

1813.1 The Somerset County Councillor (CL) presented her report in the Public Open Session which preceded this meeting. There were no matters arising from the Somerset County Councillors report that required further action by the Parish Council.

1813.2 The District Councillor (BMW) presented her report in the Public Open Session which preceded this meeting. There were no matters arising from the report that required further action by the Parish Council.

1814 CORRESPONDENCE RECEIVED

1814.1 Adoption of ENP Local Plan 2011-2031 – The correspondence was noted.

1814.2 Launch of HPC Community Fund – The correspondence was noted.

1815 AOB

None

The meeting closed at 9.30 pm.

Signed _____
CHAIRMAN

Date _____

