

# WITHYCOMBE PARISH COUNCIL

Minutes of the Withycombe Parish Council meeting held at the Memorial Hall on Monday 5th March 2018 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

## **1816 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies for absence were received from SC

## **1817 TO RECEIVE DECLARATIONS OF INTEREST FROM CLLRS**

None.

## **1818 TO APPROVE THE MINUTES OF THE FOLLOWING MEETINGS:**

Parish Council Meeting and Public Open Session held on 4<sup>th</sup> December 2017.

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

## **1819 MATTERS ARISING FROM THE MINUTES:**

None

## **1820 PLANNING**

### **Applications:**

Application 3/41/09/002 – Titholes (dwellings), variation of condition No 2 (approved plans)

The Chairman confirmed that this was nothing to do with the car park/play area but concerned the windows of the proposed dwellings.

No objections.

### **Decisions:**

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

**Consent Granted with conditions**

## 1821 **FINANCES**

1821.1 **Budget Monitoring Report:** The Clerk circulated a budget monitoring report for the period 1<sup>st</sup> April 2017 to 31<sup>st</sup> January 2018. 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 £9,257.00.

1821.2 **Bank Reconciliation Statement:** The Clerk presented the bank reconciliation up to 31st January 2018. The bank reconciliation statement agreed with bank statements and was signed by the Chairman, as an accurate record. Bank balances were:

➤ Account 95304622	£819.20
➤ Account 44356501	£18,228.45
Total	£19,047.65

1821.3 **The following payments were approved:**

1. S Rawle (Clerk) salary / expenses (Jan 2018– Mar 2018)	£749.70
2. A Rivett Newsletter (2 editions)	£54.00
3. Withycombe Memorial Hall (Hire of Hall)	£100.00

1821.4 **Active Living Account:** The Clerk circulated a statement detailing transactions on the Active Living account. The balance being held by the Parish Council at 31st January 2018 amounted to £459.00. Clerk to write to Roger Hurst to update current position.

Clerk to write to Roger Hurst to confirm the contribution of £300 by Parish Council of hall hire costs.

## 1822 **BT PHONEBOX**

Not progressed. Clerk to write to Mrs Wright re. copy of deeds to verify ownership of land.

## 1823 **HIGHWAYS**

1823.1 **Speed Restriction @Bilbrook Bends** – The Clerk reported that she had received correspondence from Old Cleeve Parish Council asking if Withycombe PC would support them in their request to Highways to introduce a 40mph speed limit at the end of the Withycombe straight.

There were no objections. Clerk to write to Highways supporting Old Cleeves request.

## 1824 **RIGHTS OF WAYS**

1824.1 Notices of Depositions – Deposition notices have been posted at sites within the parish by SCC by application of the new landowner. BMW explained that if there was proof of user rights over the last 20 years of footpaths other than those detailed on the definitive map, then an application can be made to SCC Regulation Committee for it to be put on the definitive map.

There was discussion regarding the paths through and around Withycombe Wood and the path from the back of Titholes Orchard. Both paths were not on the definitive map and were well used by dog walkers. BMW explained that if there was proof of user rights over the last 20 years then an application can be made to SCC Regulation Committee for it to be put on the definitive map.

BMW advised that the application forms to have paths registered were online at SCC website. User evidence was very important. Need a list of people (15-20) who have walked the paths in the last 20 years and have not been stopped.

Use Newsletter and Parish Assembly to publicise and gather evidence.

Clerk to download forms from SCC website.

#### **1825 TITHOLES ORCHARD UPDATE**

EW and Eric Beaven have met with James Dennis of Savills. Ed Vereker and Lucy Back have been taken off the project and James Dennis will be leading from now on.

Piers Owen Architect from Savills has been drafted onto the project and will follow through to the end.

Savills have reported that Civil Engineers are undertaking investigations relating to the drainage with view to coming up with revised proposals and marking these out on the existing survey and plans. CT requested that clarification be sought on what Savills mean by this. EW to ask Eric Beaven.

Savills have confirmed that the that the electricity cable is in the wrong location and it is too shallow. This will need to be re-routed by Western Power. Concerns were raised about the electricity cable and safety. Clerk asked to write to Western Power.

BMW – WSC enforcement still investigating. She advised that thought will need to be given as to how surface water is dealt with as there are no highway drains. She advised that the Parish Council should be writing to the Crown Estate requesting for reimbursement of expenditure and any future costs arising from the Titholes Project and the employment of Mr Beaven in relation to advice.

Clerk instructed to write to Savills on behalf of the Parish Council.

#### **1826 ANNUAL PARISH ASSEMBLY**

The Clerk advised that the Annual Parish Assembly had been booked for Wednesday 18<sup>th</sup> April. A list of organisation invited to attend and the draft agenda was reviewed. DT advised that the Snooker Club did not meet as regular as they did. CL suggested that a representative from Savills should be invited to provide an update on Titholes. RB suggested that there should be a specific item about ROWs and the deposition notices. Clerk to liase with PPLO. It was decided that it was too early to talk about the Housing Needs Survey and that the Parish Newsletter would be a better forum.

Clerk to send out the invites.

#### **CLERKS TRAINING – SALC**

It was agreed that any Clerks training provided for by SALC would be a good investment and that the Clerk be allowed to attend. There will be some training soon in relation to the change in legislation to Data Protection.

#### **1827 COUNTY COUNCILLOR and DISTRICT COUNCILLOR REPORTS**

1827.1 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.

1827.2 The District Councillor (BMW) presented her report in the Public Open Session which preceded this meeting.

CT asked whether plastics were still be sent to China for recycling. BMW advised that all plastics collected by WSC were sent for recycling in the UK.

#### **1828 CORRESPONDENCE RECEIVED**

1828.1 MCC Motor Club – Lands End Trial – 30<sup>th</sup>/31<sup>st</sup> March

1828.2 SCC Library Consultation

- 1828.3 Somerset Strategic Housing Framework Consultation
- 1828.4 West Somerset Advice Bureau – Annual Report & Accounts

All correspondence was noted.

**1829 AOB**

EW advised that Foxes Academy had been awarded the 'Best Special Needs School' in the country.

The meeting closed at 8.50 pm.

Signed \_\_\_\_\_  
CHAIRMAN

Date \_\_\_\_\_