

WITHYCOMBE PARISH COUNCIL

Minutes of the Withycombe Parish Council meeting held at the Memorial Hall on Monday 3rd December 2018 at 7.00pm

PRESENT

Councillors: Emma Wright (Chairman), Chris Thomas, Stephen Crossman, Richard Barnham, Amanda Gardiner, Susan Gill

In attendance: S Rawle (Clerk), Christine Lawrence (SCC), Brenda Maitland-Walker

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

1869 **TO RECEIVE APOLOGIES FOR ABSENCE**

DT.

1870 **TO RECEIVE DECLARATIONS OF INTEREST FROM CLLRS**

None

1871 **TO APPROVE THE MINUTES OF THE FOLLOWING MEETINGS:**

Parish Council Meeting and Public Open Session held on 3rd September 2018.

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

1872 **MATTERS ARISING FROM THE MINUTES:**

None

1873 **PLANNING**

Applications:

6/41/18/001 – Felons View, Rodhuish Hill Lane, Withycombe, Minehead – Application WITHDRAWN

No details available as to why application had been withdrawn.

Decisions:

None received

1874 **PRESENTATION OF FINANCES**

1874.1 **Budget Monitoring Report:** The Clerk circulated a budget monitoring report for the period 1st April 2018 to 30th November 2018. The Clerk explained the Parish Councils current reserves position (Titholes Orchard £10,9330 and Active Living £437.00). After taking this into account the Parish Council had 'available funds' standing at £13,106.

1874.2 **Bank Reconciliation Statement:** The Clerk presented the bank reconciliation up to 30th November 2018. The bank reconciliation statement agreed with bank statements and was signed by the Chairman, as an accurate record. Bank balances were:

➤ Account 95304622	£1,089.01
➤ Account 44356501	£22,783.53
Total	£23,872.54

1874.3 **The following payments were approved:**

1. S Rawle (Clerk) salary / expenses (Oct 2018– Dec 2018)	£770.16
2. Rest & Be Thankful (Active Living – Christmas Lunch)	£100.00
3. Withycombe Memorial Hall (Active Living – Hall Hire)	£180.00

1874.4 **Active Living Account:** The Clerk confirmed that the Parish Council held £437.00 on behalf of Active Living. A discussion was had regarding a further financial donation to the Active Living Group, in light of reducing SCC grants. It was all agreed that Active Living was an important facility for older members of the community and that the Parish Council wished it to continue. It was proposed by EW and seconded by SG that a donation of £300.00 would be made to Active Living. Unanimously agreed by all.

Clerk to inform Roger Hurst, Active Living Co-ordinator.

1874.5 **West Somerset Advice Bureau:** The Clerk informed Cllrs that she had received a request from WSAB for a grant. A discussion took place and it was agreed that the Parish Council should only consider grants to organisations directly connected to the parish/community. It was agreed not to make a grant.

1875 BUDGET AND PRECEPT 2019/20

The Clerk had circulated documents prior to the meeting which set out options for the parish precept together with a draft budget for 2019/20. The Clerk explained that the agreed contribution from The Crown had been factored into the draft budget for 2019/20 and was shown as earmarked reserves intended for costs associated with the Titholes Project. SC reminded Cllrs that this could be used at any point in the year and it was likely would be used for legal costs to finalise the lease and Eric Beaven's fees in remedying the errors made by Savills.

The Clerk circulated a paper giving options on the precept. Councillors discussed at length the financial requirement of the parish council for the forthcoming financial year together with the impact of any rise on local taxpayers. As it would be district and parish elections during 2019/20 it was debated whether a requirement needed to be made if the parish found itself in a position of a contested election. The District Council had advised to set aside £1500 for this purpose. SC pointed out that the Parish Council had sufficient reserves to cover this should the need arise. Members were in agreement that the unallocated reserves should be used in this instance.

After further discussion it was felt that it would be prudent to make provision within the budget for the cost of sandbags and salt for the parish in view of the fact that this would no longer be provided by SCC Highways beyond the current financial year.

Members RESOLVED that:

The precept for 2019/20 be set at £7851.95 a rise of 3% and that the draft budget for the year be amended accordingly.

1876 GENERAL DATA PROTECTION REGS

1876.1 **General Privacy Notice** – It was agreed to adopt the Privacy Notice which would be placed on the Council's website.

1876.2 **Data Protection Registration Fee** – Authorisation was given to The Clerk to complete the Direct Debit Mandate Form for the DP registration fee.

1877 HIGHWAYS

1877.1 **Greenlands Lane Closure** – CL reported that this was in relation to the bridge at the bottom that had been damaged by vehicles. CT advised that sat navs are directing traffic to use the lane as the suggested route to Rodhuish/Felons Oak. Clerk was asked to follow up previous request from the parish council for a sign at the bottom advising that the lane was unsuitable for vehicles.

1877.2 **SCC Winter Maintenance Arrangements** – This had been discussed under the County Cllrs update in the Public Open Session.

1878 RIGHTS OF WAY

Nothing to report.

1879 TITHOLES ORCHARD UPDATE

The Chairman reported that the revised lease had been approved by the Crown. It has now been sent to MHPF for their sign off. The re-imburement of costs to the Parish Council arising from Savills errors have been confirmed in a letter from The Crown dated 19th November, 2018. The Crown have agreed to share 50% of the savings from the revised scheme, which amounts to £12,030 to be paid in two instalments.

In answer to a question The Clerk confirmed that Risdons had been contacted with regard to them carrying out a check of the revised lease to ensure that the amendments did not disadvantage the Parish Council. The named contact at Risdons dealing with the matter was Andrew Bensley.

The Clerk updated the meeting that she had contacted Somerset Association of Local Councils to take their advise as to whether the process that the Parish Council had taken in their negotiations with The Crown was in their view a sound and proper process. SALC had confirmed that it could be held up as a model of good practice.

1880 COUNTY COUNCILLOR REPORT

1880.1 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.

1881 CORRESPONDENCE RECEIVED

1881.1 Get Set Consultation - Noted

1881.2 Surviving Winter Appeal – Noted

1881.3 Countywide Parking Review – Noted

1881.4 Libraries Mobile Service – withdrawal of Rodhuish stop – Noted

1881.5 Exmoor Rural Housing Network – Volunteer Local Housing Contacts

Clerk reported that ERHN would be looking for volunteers to support local people in completing the Housing Needs Survey they will be carrying out in the Parish. If anyone was interested please contact The Clerk.

1881.6 Broadband User Survey - Noted

1882 **AOB**

Carhampton Youth Club - BMW reported that Carhampton Youth Club had suffered SCC cutbacks in funding. Income had reduced by £3.5k.

Withycombe Straight Speed Signs – The Clerk reported that just before the meeting she had received an email from Cllr Richard Lillis (OC District Cllr) concerning this matter. Highways have proposed that the signage will be situated at the boundary of OC and Withycombe as they report that they have had no input from WPC. Therefore, the signage can not be sited at the end of Withycombe Straight. Cllr Lillis was requesting that if in agreement WPC write to Highways restating their agreement to the original proposal. The Clerk reported that WPC had been consulted and the matter had been discussed at the March meeting. Cllrs had agreed to be in favour of signage at the end of Withycombe Straight. This had been communicated back to Jo Sharpe, Highways Engineer. CL suggested that the Clerk re-send the email to Jo Sharpe

1883 **DATES OF NEXT MEETINGS**

4th March 2019, 17th April 2019 (Parish Assembly), 20th May 2019 (AGM), 2nd September 2019,

The meeting closed at 8.20 pm.

Signed _____
CHAIRMAN

Date _____