

WITHYCOMBE PARISH COUNCIL

Minutes of the Withycombe Parish Council meeting held at the Memorial Hall on Monday 2nd December 2019 at 7.00pm

PRESENT

Councillors: Emma Wright, Chris Thomas, Stephen Crossman, Richard Barnham, Amanda Gardiner, David Tilley

In attendance: S Rawle (Clerk)

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, Peter Pilkington (Somerset West & Taunton Council) PP, Marcus Kravis (Somerset West and Taunton Deane) Christine Lawrence (Somerset County Council) CL, Sam Rawle (Clerk) SR.

There was no separate Public Open Session as there were no members of the public in attendance or representatives from the County & District Councils

The Meeting was digitally recorded

1942 **APOLOGIES FOR ABSENCE**

SG, MK, CL

1943 **TO RECEIVE DECLARATIONS OF INTERESTS FROM CLLRS**

None

1944 **TO APPROVE MINUTES OF THE FOLLOWING MEETINGS**

Parish Council Meeting and Public Open Session held on 2nd September 2019.

1945 **MATTERS ARISING FROM THE MINUTES**

1945.1 Council Assets & Beech Trees – SC has carried out a review of the PC's assets and the report had previously been circulated to all by email. Discussion was had regarding the Beech Trees and whether it would be sensible to replace the two dead trees given that the others did not appear to be thriving and had not done well over the last 20 years. SC commented that the Parish Council had inherited the commitment from the Millenium Committee to take ownership and maintain the trees. A small sum of money had been left for this purpose at the time. SC offered to take advice on whether another species of tree would do better and investigate prices. Quotes to be obtained for 2 trees and guards. Proposed by DT and seconded by EW. All agreed.

1945.2 Rodhuish Notice Board – CT reported that he had mended it and it was now functional.

1945.3 Phone Box – SC reported that he had inspected the state of the phonebox. It was in a bad state of repair and to bring it back to it's original condition would require sandblasting back to the metal which could cost in the region of £1000. RB felt that the Parish Council could not invest that amount and DT felt the monies could be better spent on a defibrillator for the parish. Proposed by RB that the adoption of the phone box was abandoned, seconded by DT. All agreed. Clerk to advise BT.

1945.4 Parish Path Liaison Officer – Clerk provided an update. Jake Taylor had left his post in the ROW team at County Hall in October. A new person will be in place soon who will contact the PPLO and support him in the role. SC reported that the handover of tools had

taken place. The strimming course was a separate thing and would not stop him from undertaking the PPLO role.

1945.5 Defibb Grants – Covered in precept item.

1946 **PLANNING**

Applications:

6/41/19/104 – 2 Treborough Cottages, Treborough – Proposed erection of steel frame building (6.8m x 9.1m) to replace existing shed – No objections.

6/41/19/102 – Sandhill Racing Stables – Formation of agricultural track – No objections.

Decisions:

6/41/19/104 – Langridge Mills Farm, Proposed construction of agricultural building for housing livestock and storage. Restrospective – GRANTED

6/41/19/102 – Langridge Mills Farm, Lawful Development Certificate for the existing use of a Polytunnel – GRANTED

6/41/19/101 – Langridge Mills Farm, Lawful Development Certificate for the erection of agricultural building not in compliance with planning permission ref 6/41/90/101 – GRANTED

1947 **PRESENTATION OF FINANCES**

1947.1 **Budget Monitoring Report:** The Clerk circulated a budget monitoring report for the period 1st April 2019 to 30th November 2019. The Clerk explained the Parish Councils current reserves position (Titholes Orchard £10,330 and Active Living £307.00). The Clerk confirmed that the Parish Council had 'free funds' of £15,718. The budget monitoring report was noted.

1947.2 **Bank Reconciliation Statement:** The Clerk presented the bank reconciliation up to 30th November 2019. The bank reconciliation statement agreed with bank statements and was signed by the Chairman, as an accurate record. Bank balances were:

➤ Account 95304622	£670.55
➤ Account 44356501	£26,684.39
Total	£27,354.94

1947.3 **The following payments were approved:**

1. S Rawle (Clerk) salary/expenses (Oct 2019 – Dec 2019)	£773.16
2. Withycombe Memorial Hall (Active Living Hall Hire)	£135.00
3. Rest & Be Thankful (Active Living Xmas Lunch)	£120.00
4. Anne Rivett (Parish Newsletter)	£ 64.00

It was noted that the direct debit for the ICO data registration renewal for £35.00 will be debited on the 17th December 2019.

1947.4 **Active Living Account:** The Clerk confirmed that the Parish Council held £307.00 on behalf of Active Living. The payments just approved would reduce the balance to £51.61. The Clerk reported that she had received an email (previously circulated) from Mr Roger Hurst the Active Living co-ordinator confirming that the group would no longer be receiving a grant from SCC. The group would reform as Withycombe Coffee Mates and would be self financing. Once the funds held by the Parish Council were exhausted they would no longer require the Parish Council to hold monies on their behalf. RB clarified that Active Living would need to produce an invoice for incurred expenditure before the remaining monies could be released

1948 BUDGET & PRECEPT 2020/21

The Clerk had circulated documents prior to the meeting which set out options for the parish precept together with a draft budget for 2020/21. She explained that the council tax base table had been received from the District Council and that the tax base for Withycombe had gone down. The draft budget was based on a rise of 3% the same as 2019/20.

There was lengthy discussion about the defibrillator and providing for this in the budget for next year. The public meeting regarding the defibrillator several years ago had been very well attended. Somerset Prepared would fund up to 50% but would like to see that the Parish Council were developing an Emergency Plan/Flood Plan for their community. EW and SG had previously worked up a Flood Plan, this needed to be refreshed. Clerk to re-draft the flood plan and circulate.

RB pointed out that £1600 remained unspent in the Titholes in year budget for 2019/20 and that £1000 was being put into earmarked reserves.

It was unanimously agreed that the parish council should go ahead with acquiring a defibrillator and make the necessary provision through the precept.

Members RESOLVED that:

The precept for 2020/21 be set at £8072.96 a rise of 4% and that the draft budget for the year be amended accordingly.

Discussion was had how this should be communicated to residents. It was agreed that the Parish Newsletter should be used for this purpose.

1949 TITHOLES ORCHARD UPDATE

EW had contacted Nick Kelly for an update. Lease has now been passed back to James Dennis at Savills for their final stamp of approval. Harry Gosling at Savills now the named contact. RB had spoken to Eric Bevan recently. There were a one or two minor issues to be sorted with Savills concerning 2 soft patches in middle of car park and kerbing at side of road. Grass banks at back have still not been terraced or grassed. There was a discussion regarding the signage requirements of the car park once it was handed over to the parish council. It was felt that a disclaimer concerning responsibility and no overnight parking would be sufficient. AG will investigate some possible wording. EW will chase Savills.

1950 HIGHWAYS UPDATES

RB reported that two further chunks have been knocked out of the wall outside the Memorial Hall. Highways came and marked out areas for repair about six months ago. Clerk to contact Highways for an update.

1951 COUNTY COUNCILLOR AND DISTRICT COUNCILLOR REPORT

1951.1 Apologies had been received from County and District Councillors for the meeting. No reports had been received.

1952 CORRESPONDENCE RECEIVED

1952.1 Accessible Transport for West Somerset – Request for Donation. – This was considered but because Withycombe operated it's own community transport scheme (Withycombe Wheels) it was agreed not to make a donation.

1952.2 Exmoor Society – Invite to become members – Request declined at this time

1952.3 Age UK Somerset – Literature received re. various services for over 60s – Noted.

1953 **AOB**

Position of Chairman - SC asked EW what was her future intention regarding the position of Chairman of the Parish Council. EW responded that she would like to continue in the position of Chairman to see through the Titholes project providing that the committee were happy with this. All agreed that they were happy with EW remaining as Chairman.

1954 **DATES OF NEXT MEETINGS**

Monday 2nd March 2020, Annual Parish Assembly Wednesday 15th April 2020, Annual Council Monday 18th May 2020, Monday 31st August 2020, Monday 7th December 2020

The meeting closed at 8.20 pm.

Signed _____
CHAIRMAN

Date _____