

WITHYCOMBE PARISH COUNCIL

DRAFT Minutes of the Withycombe Parish Council meeting held at the Memorial Hall on Monday 2nd March 2020 at 7.00pm

PRESENT

Councillors: Emma Wright, Richard Barnham, Amanda Gardiner, David Tilley

In attendance: S Rawle (Clerk), Marcus Kravis (SW&TD)

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, 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.

THESE MINUTES ARE DRAFT UNTIL APPROVED AT THE NEXT COUNCIL MEETING

The Meeting was digitally recorded

1953 **APOLOGIES FOR ABSENCE**

SC, CT, PP

1954 **TO RECEIVE DECLARATIONS OF INTERESTS FROM CLLRS**

None

1955 **TO APPROVE MINUTES OF THE FOLLOWING MEETINGS**

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

1956 **MATTERS ARISING FROM THE MINUTES**

None

1957 **TITHOLES**

EW updated the Committee on progress on the finalisation of the lease document. She advised that MHPF were unwilling to agree to adding the reasonableness wording to the three areas of the lease outstanding. EW brought the committee's attention to the emails circulated by SC and CT prior to the meeting which had outlined their views that although the outstanding issues presented risks on balance it was worth it to move forward with the project and secure a car park for the village. EW pointed out that there could arise a situation where MHPF withdrew the agreement to lease entirely if the Parish Council insisted on further amendments to the wording. RB voiced concerns with agreeing to the lease and the financial risks/liability that this presented to the Parish Council in future years. There was discussion about the construction of the houses and potential damage to the access road and car park while works were ongoing. It was felt that the entrance to the car park would need to be cordoned off until the construction of the houses was complete and that assurance was sought from MHPF that the builders did not use the access road and car park. There was discussion on how the occupants of the houses would contribute towards the ongoing road maintenance and upkeep. This would need to be arranged by MHPF.

RB felt that if the Parish Council accepted the risks and agreed to proceed with the lease then there was no point in the document being sent to Risdons for their rubber stamp as this would incur further expenditure. It was agreed that the Clerk would seek advice from Eric Beaven on this point.

It was felt that the Parish Council had done as much as they could to improve the terms of the lease and had negotiated significant concessions from MHPF that made the agreement more palatable. Although not perfect it was agreed that it was a way forward in securing a much needed facility for the community and that the risks involved be accepted.

Members unanimously AGREED to proceed with the latest version of the lease.

1958 **PLANNING**

Applications:

3/41/19/005 – Parkedge, Higher Rodhuish Road, Withycombe – variation of condition no. 2 (approved plans) of application 3/41/18/003

Decisions:

6/41/19/102 – Sandhill Racing Stables – Formation of agricultural track – GRANTED

1959 **PRESENTATION OF FINANCES**

1959.1 **Budget Monitoring Report:** The Clerk circulated a budget monitoring report for the period 1st April 2019 to 29th February 2020. The Clerk explained the Parish Councils current reserves position (Titholes Orchard £10,330 and Active Living £52.00). The Clerk confirmed that the Parish Council had 'free funds' of £14,793. The Clerk explained that the budget was forecast to come in with a surplus at the end of the year, mainly because expenditure on the Titholes project had not arisen as expected. It was agreed to withhold channeling anymore funds into the Titholes earmarked reserves fund until the project had been signed off.

The budget monitoring report was noted.

1959.2 **Bank Reconciliation Statement:** The Clerk presented the bank reconciliation up to 29th February 2020. The bank reconciliation statement agreed with bank statements and was signed by the Chairman, as an accurate record. Bank balances were:

| | |
|--------------------|------------|
| ➤ Account 95304622 | £477.69 |
| ➤ Account 44356501 | £25,697.52 |
| Total | £26,175.21 |

1959.3 **The following payments were approved:**

| | |
|--|---------|
| 1. S Rawle (Clerk) salary/expenses (Jan 2020 – Mar 2020) | £804.67 |
| 2. Withycombe Memorial Hall (Hall Hire) | £50.00 |

It was noted the Clerks payment included reimbursement of £34.51 for the website domain name which had fallen due in January.

1960 **MILLENIUM BEECH TREES**

Email from SC had been circulated prior to the meeting. Paul Storey had quoted £300 to replace the 2 trees including guards.

It was agreed to proceed with the purchase of two replacement trees.

1961 **HIGHWAYS UPDATES**

The Clerk reported that she had received notification that the improvement works on the Bilbrook bends had been given the go ahead.

1962 **DEFIBRILLATOR GRANT**

Clerk had looked at Tesco Bags for Help Scheme. There was a long lead in time with the scheme 6-12 months. Clerk will pursue funding through the Somerset Prepared partnership.

1963 PARISH ASSEMBLY

Date and Invites agreed. Clerk to arrange invites and agenda. Agreed to invite Village Agent and Nick Kelly.

1964 CASUAL VACANCY

Suggested that a leaflet drop may be a way forward. This had been done previously and had proved successful. Also notice in Dunster Benefice newsletter. Clerk to look at wording for leaflet.

1965 APPOINTMENT OF INTERNAL AUDITOR

It was agreed to appoint Andy Giles as the Parish Council's internal auditor for 2020.

1966 CLERK REFRESHER TRAINING (SALC)

The Clerk asked whether the Parish Council would consider funding Clerk refresher training as she would find this useful. Agreed that Clerk could attend SALC refresher training.

1967 CORRESPONDENCE RECEIVED

1967.1 Lands End Trial 10th/11th April – Clerk had received notification that this event will be taking place in the parish over the Easter weekend. Noted.

1967.2 BT Phonebox, West St – Clerk advised she had received a letter from the landowner advising that they would be adopting the phonebox. Noted

1968 AOB

None

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 8.25 pm.

Signed _____
CHAIRMAN

Date _____