

# WITHYCOMBE PARISH COUNCIL

Minutes of the Withycombe Parish Council meeting held at the Memorial Hall on Monday 6th September 2021 at 7.00pm

**DRAFT UNTIL APPROVED AT NEXT MEETING**

## **PRESENT**

Councillors: Steven Hansford (Chairman), Chris Thomas, Stephen Crossman, Richard Barnham

In attendance: Cllr C Lawrence (SCC) S Rawle (Clerk)

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

Chris Thomas CT, Stephen Crossman SC, Richard Barnham RB, Steven Hansford SH, Marcus Karvis MK (SW&T), Stephen Griffiths SG (SW&T), Christine Lawrence (Somerset County Council) CL, Sam Rawle (Clerk) SR.

The Meeting was digitally recorded

## 2034 **ELECTION OF CHAIRMAN**

Following the resignation of Cllr D Tilley from the Parish Council a Chairman for the remainder of the municipal year was duly elected. Proposed by RB and seconded by SC that SH be elected as Chairman. SH signed the acceptance of office in presence of the Clerk and Councillors.

## 2035 **APOLOGIES**

Cllrs Kravis (SW&T) and Cllr Griffiths (SW&T)

## 2036 **DECLARATIONS OF INTEREST & DISPENSATIONS**

None

## 2035 **RESIGNATIONS OF CLLR D TILLEY & CLLR S KLUZOVA**

The Clerk reported that resignations had been received from Cllrs Tilley & Kluzova. All Cllrs expressed their regret. The Clerk was requested to write to both Cllrs thanking them for their commitment and hard work for the parish and council. She was specifically asked to thank Cllr Tilley in his work in bringing the long awaited Titholes project to a conclusion.

## 2037 **TO APPROVE MINUTES OF THE FOLLOWING MEETINGS**

Parish Council Meeting held on 28<sup>th</sup> June 2021. The minutes were agreed by all in attendance.

## 2038 **MATTERS ARISING FROM THE MINUTES**

Greenlands Lane – this was discussed further on in the meeting.

## 2039 **REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

### **Somerset County Councillor Report**

Cllr Lawrence shared the latest Covid rates and vaccination numbers. **Local Government Re-organisation** - Work has now commenced to refine the transition and implementation programme. A review of divisional/ward boundaries is being undertaken. The impact of a

May 2022 unitary election is being considered and views of these councils are being sought. **Somerset Medal for Community** – Groups, teams and other volunteers who helped during COVID will be presented with the Somerset Medal on Wednesday 15<sup>th</sup> September. **Rural Business Grants** - Grants of up to £5,000 are available to help businesses in rural parts of Somerset. A business will need to provide 20% of their own match funding. **Afghan refugees** – SCC is committed to help a scheme to house Afghans who supported British Military and to resettle interpreters and translators. Anyone who would like to help should contact [resettlement@somerset.gov.uk](mailto:resettlement@somerset.gov.uk)  
**Carbon Reduction** – SCC has started the installation of LED lanterns in 56% of street lighting stock. This has resulted in a 31.75% energy saving equal to £950,00 per year.  
**Care leavers guaranteed interview scheme** –  
**Steam Coast Trail** – The Minehead to Carhampton cycle and walkway is being upgraded. The plans are available online at [www. Steamcoasttrail.org](http://www.Steamcoasttrail.org) and are open to consultation.

There were no reports available from district councillors.

## 2040 **PLANNING MATTERS**

**Applications:** None received.

**Decisions:** 6/41/21/103 – Greenlands, Greenlands Lane, Rodhuish – Proposed enlargement of 1<sup>st</sup> floor hobbies room dormer window and conversion of ground floor workshop into ancillary sleeping accommodation – **REFUSED**

Objection to the application had not been made by the Parish Council and Councillors commented that they felt the conversion seemed reasonable. Cllr Lawrence was due to attend a ENP meeting in the future and would make enquiries.

## 2041 **FINANCES**

2041.1 **Bank Reconciliation Statement** – The Clerk presented the bank reconciliation up to 31<sup>st</sup> August 2021. The bank reconciliation agreed with bank statements and was signed by the Chairman, as an accurate record. Bank balances were:-

• Account 95304622	£954.95
• Account 44356501	£33,789.01
Total	£34,743.96

2041.2 **Budget Monitoring Report** – The Clerk circulated a budget monitoring report for the period 1<sup>st</sup> April 2021 to 31<sup>st</sup> August 2021. There was discussion concerning the level of reserves and how this should be eye marked. The Clerk explained that there was a ear marked reserve fund of £11,330 for play equipment. To fully equip the area would easily exceed this amount and general reserves and grants would also need to be used. Councillors felt that it was important to ear mark some of the general reserves for future on-going maintenance for the Titholes area and other assets within the parish.

Proposed: SH

Seconded: RB

That £2,500 be moved from general reserves and ear marked for asset maintenance.  
Agreed by all.

## 2029 **PAYMENTS FOR APPROVAL**

The following urgent payments already made were ratified:

1. Risdon Hosegood (professional advice, Titholes)	£327.00
2. Amicus Law (lease registration)	£75.00

The following accounts for payment were approved:

1. Somerset Association of Local Councils Annual Subscription	£80.18
2. Active Signs (Carpark Liability Sign)	£35.81
3. Clerks Salary & Expenses & Home Allowance	985.00

It was noted that the Clerks payment included re-imburement of payments to CJ Adams (stacks for Millennium Beech Trees, P Lindstrand (grounds maintenance of Titholes area, Titholes no overnight parking sign)

**2030 NAT WEST – BANK SIGNATORY UPDATE**

On the resignation of Cllr Tilley the Clerk advised that an additional signatory was needed for the bank account. Cllr Hansford volunteered to be a named signatory. This was agreed by all.

**2031 TITHOLES ORCHARD UPDATE**

Use of Car Park by Tregenna Properties – A letter had been sent to Tregenna Properties to request that they refrain from using the car park for storage of building materials. SC had spoken to the site manager and most of the building materials had now been relocated within the site area. They have agreed not to allow lorries to turn around on the car park surface. RB reported that there had been a decline in activity.

Play Equipment Update – Visits had been carried out by two play equipment providers and the Clerk was awaiting quotes. There was a discussion regarding potential grant providers.

Grounds Maintenance – Quotes had been sought for regular maintenance of the car park/play area. Quote A - £30 per visit and Quote B - £50 per visit. All agreed to go with Quote A.

Signage – Car Park liability sign had arrived. SC agreed to organising the placing of the sign.

Lease Registration – The necessary application had been made to Land Registry. This takes some time to process.

**2032 HIGHWAYS UPDATES**

Greenlands Lane – CT reported that the track was still badly overgrown. The Clerk and CT had reported the issue to Highways. ENP are not interested as it is not recognised as a bridleway or footpath. CL suggested emailing David Peake.

Higher Rodhuish Road – RB reported a pothole in the road near the bridleway. SC recommended using the web page 'fix my street.com'

Withycombe Walls – still no action has been taken by Bridges Department to repair the walls.

**2032 PARISH COUNCIL VACANCY**

The Clerk reported that the Electoral Officer at SW&T had been notified of the two recent vacancies. Notices would be placed on the parish council noticeboards and a statutory period of 14 days allowed to give time for a request for an election to fill the vacancy. After that period the vacancy will be filled by co-option. The Clerk reminded the Committee that the Parish Council now had 3 vacancies.

**2033 ITEMS FOR FUTURE MEETINGS**

December – Budget & Precept

**2034 DATES OF NEXT MEETINGS**

6th December 2021, 7<sup>th</sup> March 2022

The meeting closed at 8.15 pm.

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

Date \_\_\_\_\_