

# WITHYCOMBE PARISH COUNCIL

**DRAFT Minutes of the Withycombe Parish Council meeting held at the Memorial Hall on Monday 4<sup>th</sup> March 2024 at 7.00pm**

**These minutes are DRAFT until approved at the next Full Council meeting on 22<sup>nd</sup> May 2024.**

## **PRESENT**

Councillors: Richard Barnham (Chairman), Claire Huish, Paul Wintermantle, Robert Hall  
In attendance: S Rawle (Clerk), Cllr M Kravis (Somerset Council)

## **PUBLIC FORUM**

Cllr Kravis gave his report: -

There were no members of the public present. The Chair closed the public forum and declared the meeting open.

## **2290 APOLOGIES**

Cllr Christine Lawrence (Somerset Council)

## **2291 DECLARATIONS OF INTEREST ON ANY AGENDA ITEM**

None declared on any of the agenda items

## **2292 TO APPROVE THE MINUTES OF THE MEETINGS HELD 4<sup>th</sup> January 2024**

The minutes were approved.

## **2293 UPDATES/ACTIONS FROM LAST MEETING**

No updates to report

## **2294 CURRENT HIGHWAY MATTERS**

Cllr Barnham had sent a follow up email to Kali Martin at Somerset Highways regarding the cracks in the Higher Rodhuish Rd. There were concerns that with the high water levels and continuing rain, the road would be undermined and at risk of collapse. No response had been had. Cllr Kravis will follow up.

The Highways Steward Scheme was briefly discussed. The annual cost of the highway steward would be £50k shared across 2 LCN areas.

A Highways working group is being established to progress concerns of the Minehead and Watchet LCNs. A meeting date has been set for Friday 22<sup>nd</sup> March at West Somerset House.

Cllr Barnham said that there were potholes in the road at the junction of Lower Street and Higher Rodhuish Road.

## **2295 REVISION OF FLOOD PLAN**

It was agreed to use the Parish Assembly in April as a platform to engage with parishioners on revision of a Flood/Emergency Plan. It needed to be owned and driven by the community and not for it to be just a Parish Council document.

**2296 TO RECEIVE AN UPDATE FROM THE MINEHEAD & WATCHET LCN MEETING HELD ON 7<sup>th</sup> FEBRUARY AT WILLITON**

Minutes had been circulated by the Clerk. The next meeting was scheduled for Wednesday 30<sup>th</sup> April 2024 at 6.30pm West Somerset House, Williton.

**2297 PLANNING**

None received.

**2298 FINANCES**

2298.1 **Bank Reconciliation Statement** – The Clerk presented the bank reconciliation up to 29<sup>th</sup> February 2024.

The bank reconciliation agreed with bank statements and was signed by the Chairman, as an accurate record. Bank balances were:-

• Account 95304622	£1074.43
• Account 44356501	£21,010.21
Total	£22,084.64

2298.2 **Budget Monitoring** – The budget monitoring report was noted.

**2299 TO APPROVE ACCOUNTS FOR PAYMENT**

2299.1 **The following payments were approved:-**

1. Clerks Salary & Expenses (Jan-March)	£1328.73
2. HMRC (national insurance)	£112.92
3. Hall Hire	£80.00

Cllr Barnham asked if consideration could be given to contributing towards the Memorial Halls Christmas Tree.

Proposed by Cllr Hall, seconded by Cllr Huish and unanimously agreed that the accounts for payment be approved.

Proposed by Cllr Wintermantle, seconded by Cllr Huish that a contribution of £40 be made in retrospect towards the Memorial Hall Christmas Tree.

**2300 PLAY AREA/COMMUNITY AREA UPDATES**

Still need to contact Darren re. flooding at bottom of slide. Clerk to progress  
Cllr Wintermantle has carried out regular risk assessments on the play area.  
Signs have now been installed on gates.

It had been reported that the dog bin had found to be overflowing a few weeks prior to the meeting. The Clerk had contacted Id Verde and a collection was carried out the next day. A small amount of litter had been found in the dog bin. The bin was on a fortnightly collection basis. Id Verde will monitor this going forward and let the parish council now if collections need to be increased.

**2301 PARISH ASSETS**

Combe Lane Bench – Following from last meeting when it was agreed to adopt the bench. The replacement bench would need to be more substantial than what was there at present. Cllr Wintermantle raised the question on land ownership. He would try to ascertain this.

**2302 PARISH NEWSLETTER**

Following the recent Benefice re-organisation the joint Withycombe and Rodhuish PCC made a decision they could no longer support the cost and distribution of the Carhampton magazine to households in Withycombe. The editor is happy to print parish news if required. The Parish Council would need to fund the printing and organise the content and distribution of the magazine.

It was agreed to raise awareness of the current position of a newsletter at the April parish assembly.

**2303 CHANGE TO MEETING DATES**

Cllr Barnham reported that the Memorial Hall had asked if the Parish Council would consider moving the meetings to a Wednesday evening. They had received a request from another party for Monday evenings. This would help maximise the hall income which was much needed at the current time due to increased running costs.

It was agreed that future parish council meetings would be changed from Monday to Wednesday.

**2304 PARISH ASSEMBLY**

The parish assembly date was agreed for Wednesday 24<sup>th</sup> April 2024.

**2305 COUNCILLOR VACANCIES**

There are currently 2 vacancies. These will be publicised through the parish assembly and potentially leaflet drop as well as noticeboards, website etc.

The meeting closed at 9.00 pm.

Next meeting

Signed \_\_\_\_\_

CHAIRMAN

Date \_\_\_\_\_