

**Minutes of the Parish Council Meeting held on
Wednesday 7th December 2022**

Present: Guy Timson, Buffy Fletcher, Ros Wyke (Acting as Chair)

In attendance: Kate Egan – Parish Clerk

1 Welcome by the Chairman

Ros Wyke (as Chair of the Meeting) welcomed everyone to the meeting.

2 Apologies for Absence

Cllrs Sue Isherwood, Ellie Metcalf and Adam Euripidou

3 Absent

No Councillors were absent

4 Declaration of Interest and Dispensations

(a) To receive declaration of interests from Councillors on items on the agenda

There were no declarations of interest from Councillors on items on the agenda

(b) To receive written requests for dispensations for disclosable pecuniary interests

No written requests for dispensation for disclosable pecuniary interests were received

(c) To grant any requests for dispensation as appropriate

Cllr Ros Wyke and Buffy Fletcher requested a dispensation in relation to item 11a, this was granted.

5 Public Session

There four members of the public in attendance.

Three items were mentioned during the public session. The first being a representative of the Community Shop speaking about the grant application (item 11a). Questions that were raised at the last meeting were answered. The second was a representative of the Strawberry Line Association who updated the Parish Council on the current works and the new addition within the village. A report was also given from a member of the Steering Group for the Neighbourhood Plan. Minutes and agendas are now available on the website. Hopefully in the new year a traffic survey will be issued to every household.

6 County and District Councillor Reports

County Councillor Ros Wyke was in attendance and gave a verbal report in relation to the budget for Somerset County Council and processes are moving forward to be in place for the 1st April 2023 for the transition.

County Councillor Heather Shearer sent her apologies

District Councillor Ros Wyke was in attendance and gave a verbal report. Business was as usual within Mendip District Council with all departments being aligned so there would be a continuity of services across the board.

7 Report from Mark Smith the Webmaster Administrator

Mark Smith was in attendance and had sent a report out prior to the meeting. It was noted that the growth of usage for the website had grown year on year and the number of views were increasing.

(a) Proposal for Mark Smith to become a volunteer Webmaster Administrator instead of being employed by the Parish Council.

The Council **RESOLVED** that Mark Smith would now become a volunteer Webmaster Administrator and was thanked for his work over the years.

8 To confirm the minutes of Parish Council Meeting held on 5th October and 17th October 2022, previously circulated

The Council **RESOLVED** that the minutes for 5th October and 17th October 2022 be accepted as a true record and were signed by the Chair of the meeting

9 Matters arising from the minutes but not on the agenda

There were no matters arising from the minutes but not on the agenda

10 Planning Applications – If other planning applications are received between the date of this notice and the date of the meeting, they may be considered.

(b) 2022/2163/TCA T1 – Zelkova – lower crown reduces by 1-1.5m max. Thin outer crown by 25%. Lift crown to 3m maximum. Height reduction if required (1m max). Elm Tree Farm, Lynch Lane, Westbury Sub Mendip **Update** The response was submitted under delegation and the Parish Council were happy to approve

(c) 2022/2193/TCA T1 (Pine) removal due to storm damage. T2 (Conifer Hedgerow) – reduce boundary hedgerow by removing 3m of height. T3 (Conifer) – reduce in height by 2m. Little Orchard, Lynch Lane, Westbury Sub Mendip. Update The response was submitted under delegation and the Parish Council were happy to approve

11 Grants

(a) Application from The Strawberry Line Association to purchase a Bench at a cost of £605 including VAT, Delivery and Installation

The Council **RESOLVED** to approve the grant to the Strawberry Line Association to purchase a bench at a cost of £605.00.

(b) Application from the Community Shop to open up the garden and enhance a disabled access - £2,300.00

The Parish Council liked the idea in principle but until the planning application (which has been applied for) has been granted and further funding sources had been confirmed, the Parish Council were unable to award the grant.

12 To Be Resolved/Discussed

(a) Proposal for the Parish Council to provide or help with some warm spaces within the village

This was discussed and it was noted that from the 19th January 2023 and every third Thursday of the month a tea and chat session will be held in the Community Rooms at Stoneleigh starting at 3pm. This is being organised by the Church following a grant from The Bath and Wells Diocese. There are still grants available from the Somerset Community Foundation, if anyone would like further information, please contact the Parish Clerk.

(b) Proposal to apply for a section 171 permit for three locations for dog waste bins at a cost of £250 per permit totalling £750.00 plus costs of the dog bins

This was deferred to the next meeting and it was noted that the Section 171 permit is issued from Somerset County Council to allow siting of street furniture on their land.

(c) Proposal to add Councillors to the online system with Lloyds Bank to enable dual authorisation for payments.

The Council **RESOLVED** that all Councillors who are currently signatures will have online access. Applications will for access will be made to Lloyds Bank.

(d) Proposal to supply Somerset Emergency Community Contact Details to be used as a first point of contact during an emergency.

The Council **RESOLVED** to submit the names from the Village Emergency Plan as the first point of contact during an emergency.

(e) Proposal for the Parish Council to take the Pledge for the Civility and Respect Project.

This was deferred to the next meeting

(f) Proposal for the Parish Council to set up another date to discuss the traffic issues along the A371

This was discussed briefly and it was decided that no further action was required at this time.

(g) Discussion on the budget for 2023-2024 and precept with the final approval to be made at the next meeting.

This was discussed and it was agreed that the precept shouldn't raise by more than 5%. Figures were also amended; this will be brought back to the next meeting for approval.

13 Clerk's / Councillors Report

(a) Update from Cllr Guy Timson as to whether a noticeboard can be installed within or near the entrance of the industrial estate **Update** It was decided not to follow this up as the notice board would be passed by a majority of drivers where they will not be able to stop and read the notices.

(b) Update from Cllr Ellie Metcalfe on installing a community fridge within the village. **Update** This was deferred to the next meeting as Cllr Ellie Metcalfe was not in attendance.

(c) Following the last meeting a letter was sent to Wells City Council / Neighbourhood Plan Steering Group asking about the lack of consideration for the surrounding rural area needs. This was acknowledged by the Chair of the Steering Committee and it will be taken into account when all the responses are considered by the City Council.

(d) A complaint has been received concerning the extension of the Cycle Path along the Strawberry Line. With permission this was passed to District Councillor Ros Wyke for further information.

(e) Following a complaint about explosions from the Quarry on a Saturday morning, the company was contacted and a copy of the Permitted Hours of firing were forwarded. *There shall be no firing of explosive charges or firearms outside of the hours of 09.30 to 18.00 hours Monday to Friday. There shall be no explosive firing or discharge of firearms on a Saturday other than on a maximum of 6 Saturdays in any calendar year. All explosive firing or firearm discharge on Saturdays shall take place between the hours on 09.30 – 13.00. There shall be no more than 10 explosions fired on any Saturday and the explosive charge weight of those individual explosions shall not exceed 100g and the total explosive charge weight fired during any Saturday shall not exceed 500g. There shall be no firing of explosive charges or discharge of firearms on Sundays or Public Bank Holidays.* **Update** The local enforcement team have been notified about the noise as it seems to be growing louder.

(f) The new Parish Council Noticeboard has now been installed at Stoneleigh.

14 Finance

Bank Balances as at 29th November 2022

Current Account £5,468.85

Reserve Account £17,545.19

Receipts

(a) Bank Interest - £0.93 – received 10.10.22

(b) Bank Interest - £1.87 – received 09.11.22

Payments

(d) SALC – Councillor Training - £30.00

(e) Clerks Salary – October - £326.32

(f) HMRC – October - £9.60

(g) Purchase of Ink - £17.85

(h) Clerks Salary for November and Backpay to 1st April - £541.84

(i) HMRC – November - £50.80

The Council **RESOLVED** to approve the above receipts and payments and also **RESOLVED** to approve the additional payment below

(j) Strawberry Line Association – grant application - £605.00

15 Reports from Village Organisation

(a) Footpaths

A report had been sent out prior to the Meeting, but the Parish Path Liaison Officer was not in attendance

(b) Westbury Tree Group

Cllr Buffy Fletcher gave a verbal report about the trees being distributed and hedge planting

(c) Robert Glanville Playing Field

Cllr Guy Timson gave a verbal report and spoke about a fence being removed to aid visibility. Sad, to say there have also been acts of anti-social behaviour and letters will be delivered to residents asking them to watch over the playing fields and to report any further acts.

(d) Community Plan and Neighbourhood Plan Steering Group

This was mentioned during the Public Session

(e) Strawberry Line Association

This was mentioned during the Public Session

16 Correspondence

(a) Mendip District Council Monthly Newsletter – September 2022 – forwarded 06.10.22

(b) Mendip District Council Member and Parish Bulletin – forwarded 11.10.22

(c) Mendip Hill Fund Press Release – forwarded 12.10.22

(d) Planning Parish Forum on 27th October – forwarded 14.10.22

(e) Councillor Training Courses October and November – forwarded 18.10.22

(f) An Introduction to the Rights of Way Legislation – forwarded 25.10.22

(g) Planning Parish Forum on November 10th – forwarded 25.10.22

(h) Mendip District Council Health and Wellbeing Bulletin October 2022 – forwarded 31.10.22

(i) Invitation to the AONB Annual Forum on 26th November – forwarded 4.11.22

(j) Have your Say and Help Reshape Constituency Boundaries – forwarded 22.11.22

17 Matters to report / items for next agenda

There were no matters to report or items for the next agenda.

18 Date and time of Next meeting – Wednesday 4th January 2023 to be held in the Village Hall, starting at 7.30pm

Meeting Closed 8.53pm

DRAFT