

**Minutes of the Parish Council Meeting held on  
Wednesday 1<sup>st</sup> March 2023**

**Present:** Guy Timson, Buffy Fletcher, Ros Wyke, Sue Isherwood (Chair), Adam Eurpidou, Ellie Metcalfe

**In attendance:** Kate Egan – Parish Clerk was in attendance

The meeting started ten minutes late due to a Public Meeting being held beforehand

Items were out of order from the agenda

**1 Welcome by the Chairman**

The Chair welcomed everyone to the meeting

**2 Apologies for Absence**

There were no apologies for absence as all Councillors were present

**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 dispensations for disclosable pecuniary interests were received

**(c) To grant any requests for dispensation as appropriate**

No requests for dispensations as appropriate were received

**5 Public Session**

There were two members of the public in attendance but two more joined during the course of the meeting. One resident was observing with a view to being co-opted as a Parish Councillor at the next meeting.

**6 County and District Councillor Reports**

District Councillor Ros Wyke was in attendance and mentioned that the full Council Meeting of the District Council had been held. Other matters mentioned were the climate and ecological actions being carried out and grants available to the voluntary sectors.

County Councillor Ros Wyke was in attendance and said that all the procedures and policies for the handover have been passed. The planning process will be similar to how Mendip District Council operated but Parish Councils will now be able to refer planning applications directly to the planning board for decisions. Training will be available over the next couple of months.

County Councillor Heather Shearer sent her apologies

**7 Report from Mark Smith the Webmaster Administrator**

Mark Smith was in attendance and had sent his report prior to the meeting. The changes agreed at the previous meeting have been updated. Local community organisations will be contacted for updated information.

**8 To confirm the minutes of Parish Council Meeting held on 31<sup>st</sup> January 2023, previously circulated**

The Council **RESOLVED** that the minutes from the Parish Council Meeting held on 31<sup>st</sup> January be accepted as a true record and were signed by the Chair.

**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.**

**(a) 2023/0294/HSE** Erection of side extension for swimming pool and office. Timber Tops, Hollybrook, Westbury Sub Mendip **Update** The Parish Council recommended refusal as the Parish Council has a dark skies policy and there would be light pollution across the levels and other areas of the AONB.

**11 To Be Resolved/Discussed****(a) Proposal for the Parish Council to purchase additional salt/grit for the Grit Bins within the village.**

The Council **RESOLVED** to purchase additional salt/grit for the Grit Bins within the village. Cllr Adam Euripidou to organise and reclaim the costs from the Parish Council.

**(b) Proposal to approve the asset and all purchases made throughout the year have been included.**

Following a slight amendment, the Council **RESOLVED** to approve the Asset Register

**(c) Proposal for the Parish Council to pay the Clerk £6.50 a month Working Home Allowance starting from the 1<sup>st</sup> April**

The Council **RESOLVED** to pay the Parish Clerk £6.50 a month Working Home Allowance starting from the 1<sup>st</sup> April.

**(d) Discussion on the format of the Annual Parish Meeting arranged for Wednesday 19<sup>th</sup> April and whether a speaker could be invited**

This was discussed and several speakers were mentioned. Cllr Sue Isherwood will make the initial contact to see if they are available. The meeting will now start at 7pm.

**(e) Proposal for the Parish Council to hire the community rooms at Stoneleigh to show the plans for the potential development at Stoneleigh (when they become available) and a budget of £500 to produce hard copies for those without printing facilities.**

The Council **RESOLVED** to set a budget of £500 to produce hard copies of plans for the potential development at Stoneleigh if required.

**(i) Discussion on how a 20mph zone can be incorporated along the main road through the village.**

Various options were discussed but all ideas would need to be consulted with the village first. Cllr Guy Timson to ask a neighbouring Parish Council how they managed to obtain 20mph for their village. The Parish Clerk will contact Highways as to the possible positioning and cost of implementing a safe crossing of the A371.

**(f) Proposal to set up a Parish Council Facebook Page in order to communicate over social media.**

This was deferred to the next meeting

**(g) Discussion on how the update to the Westbury Sub Mendip Community Emergency Plan is progressing following the initial discussion in September 2022 where a new draft Emergency Plan was going to be created.**

A member of the group was in attendance and a reminder was given regarding the new Emergency Draft Plan and whether it could be forwarded in time for discussion at a meeting in a couple of months.

Cllr Ros Wyke left the meeting at 8.37pm

**(h) Discussion and possible proposal on whether the Parish Council would like to submit an enforcement complaint regarding members of the community living in a caravan recently placed in a local field.**

Between the agenda being issued and the Parish Council Meeting, the caravan had been removed.

## **12 Clerk's / Councillors Report**

**(a)** The Parish Council are currently in correspondence with Lichfields and are aiming to hold a public meeting on Sunday 19<sup>th</sup> March at 4pm in the village hall.

**(b)** The Annual Parish Meeting has been arranged for Wednesday 19<sup>th</sup> April at 7pm where village organisations will be invited to give an annual report. Refreshments will be on offer, an outside speaker to be confirmed.

**(c)** The Parish Council Newsletter is back in circulation and will be published monthly on the website. **Update** Cllr Ellie Metcalfe was thanked and the newsletters will hopefully be published monthly.

**(d)** Various emails have been received concerning the installation of dog waste bins being installed within the village both in favour and against.

**(e)** The annual village defibrillator training will be held on Saturday 15<sup>th</sup> April at 10.30am in the village hall, please contact the Clerk if you wish to attend.

## **13 Finance**

### **Bank Balances as at 22<sup>nd</sup> February 2023**

Current Account £3,419.52

Reserve Account £17,565.65

### **Receipts**

**(a)** Bank Interest - £8.95 – received 09.02.23

### **Payments**

**(b)** Application for Section 171 Permit - £50.00.

**(c)** Clerks Salary – February - £346.86

**(d)** HMRC – February - £14.80

The Council **RESOLVED** to approve the above payments and receipts

## **14 Reports from Village Organisation**

**(a) Westbury Tree Group** Gave a verbal report, members are busy as it is the tree planting season.

**(b) Robert Glanvile Playing Field** The gate has been ordered and work on the top boundary will be carried out over the next few weeks. Stewards are being trained for the Glastonbury Festival

**(c) Village Hall** The hall is well used by a variety of group. The committee are still looking for one more projectionist for the film nights. The hall will be promoting a Take Art show of Indian storytelling on 25<sup>th</sup> March

**(d) Strawberry Line** Trees are being planted and the new stretch of path is being well used.

**15 Correspondence**

**(a)** /Consultation Notification – Somerset Statement of Community Involvement, the consultation is running from 1<sup>st</sup> February until 16<sup>th</sup> March – forwarded 03.02.23

**(b)** Invitation to the Parish Forum held on 21<sup>st</sup> February, the subject is Health and Well Being – forwarded 03.02.23

**16 Matters to report / items for next agenda**

**(a)** Damaged noticeboard in the village

**(b)** Co-option of a Parish Councillor

**17 Date and time of Next meeting** – Wednesday 5<sup>th</sup> April 2023 to be held in the Village Hall, starting at 7.30pm.

Meeting closed 9.08 pm