



61/23-24

**Minutes of the Parish Council Meeting held on
Wednesday 5th July 2023, starting at 7.30pm**

Present: Guy Timson, Buffy Fletcher, Ros Wyke, Sue Isherwood (Chair), Penny Colwill, Maggie BeeBee, Adamos Euripidou

In attendance: Kate Egan – Parish Clerk was in attendance

1 Welcome by the Chairman

The Chair welcomed everyone to the meeting.

2 Apologies for Absence

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 was no declaration of interests from Councillors on items on the agenda

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

Cllr Sue Isherwood has a written request for dispensation in relation to the Village Hall matters for four years (expires May 2027).

(c) To grant any requests for dispensation as appropriate

There were no requests for dispensation as appropriate.

5 Public Session

There were three members of the public in attendance.

6 Somerset Councillor Reports

Somerset Councillor Heather Shearer sent her apologies

Somerset Councillor Ros Wyke was in attendance and gave a verbal report on Glastonbury Festival, Information points across the County, Budget pressures and the Local Community Networks which are beginning to be established.

7 Report from Mark Smith the Webmaster Administrator

Mark Smith was in attendance and had sent his report out prior to the meeting. Possible dates for WordPress training were discussed, these will be either a Monday or Wednesday at the beginning of October. Once dates have been confirmed information will be published confirming details, date and time.

8 To confirm the minutes of the Parish Council Meeting held on 7th June, previously circulated.

The Council **RESOLVED** that the minutes of the Parish Council Meeting held on 7th June be accepted as a true record, these were signed and dated by the Chair.

9 Matters arising from the minutes but not on the agenda

(a) The location for the dog waste bin at Stoneleigh may need to be moved due to the installation of gas pipes, but once the work has been completed the site will be revisited.

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) **2023/1049/HSE** Proposed detached garage / workshop. Hillview, Lynch Lane, Westbury Sub Mendip. **Recommendation** The Parish Council recommended approval as it was well located, there were no external windows, the materials were appropriate and it was a sensible proposal.

11 Planning Applications – Responses to be noted from Somerset Council

- (a) **ENF/2020/0190** Camping Site at Lynchcombe Lane. The local enforcement team have now closed this case with no further action. The bells tents are allowed under permitted development with up to 28 days camping. The compost toilets, kitchen and shed are technically in breach but unfortunately not enough to enforce action.
- (b) **ENF/2019/0035** This is currently being investigated by the enforcement team as there has been a changeover of staff but further information should be received soon.
- (c) **2022/1945/REM** Application for approval of reserved matters following outline approval 2020/0364/OTA for the erection of a single dwelling. Matters of access / appearance / landscaping / layout / scale to be determined. Land North East of Tor View, Top Road, Westbury Sub Mendip **Update** The application was discussed at the Planning Board East Meeting on 4th July and approval was granted with conditions.
- (d) **2023/1130/TCA** T1 – Hawthorn – Fell, T2 & T3 Field Maple – Fell. Ash Tree Farm, Old Ditch, Westbury Sub Mendip. This is a **notification only** and in line with Somerset Council's Constitution and the adopted scheme of delegation and terms of reference, the decision for this application is delegated to planning officers.

12 To Be Resolved / Discussed

- (a) **Proposal to write to the planning department at Somerset Council regarding the change in policy regarding tree applications**

The Council **RESOLVED** to write to the planning department at Somerset Council regarding the change in policy regarding tree applications. Cllr Sue Isherwood will draft a letter.

- (b) **Ratification of a decision to upgrade Google Analytics 4 on the website at £60 + VAT**

The Council **RESOLVED** to ratify the decision to upgrade Google Analytics 4 on the website at a cost of £60 + VAT. Tickbox Marketing will be contacted as the Council were disappointed in the lack of notice and these decisions are required to be formally decided beforehand.

- (c) **Discussion on possible Health and Wellbeing Grants from SALC. Small grants available up to £2500 and larger collaborative grants available to up £35,000.**

The Council **RESOLVED** to apply for a small Health and Wellbeing Grant from Somerset Association of Local Councils (SALC) for £2,500. The grant will be for activities for the young people within the village during the holidays and out of school hours. Cllr Guy Timson will compose a draft application to be submitted by the Clerk.

- (d) **The Parish Council would like to recognise the hard work that is being carried out in the village to keep the area clear of rubbish on a regular basis and a possible proposal for purchase of equipment to aid in this.**

The resident was thanked for all his work and will be contacted to see what equipment he requires and whether he would like any health and safety training. Costs will be investigated and will be brought to the next meeting.

13 Clerk's / Councillors Report

- (a) Response from Somerset Council in regard to the request that special planning specifications are considered such as the Parish Council Dark Skies policy when accepting planning applications **Update** This was deferred to the next meeting
- (b) Update from the Neighbourhood Plan Steering Group. **Update** A report was sent out prior to the meeting. The Steering Group were thanked for their hard work and Councillors look forward to further updates.
- (c) Update from Cllr Adamos Euripidou on the Local Community Network meeting held on Thursday 29th June. **Update** Cllr Adamos Euripidou gave a verbal update on the Local Community Network (LCN). There was a great community feeling and looking forward to see how it would involve and grow. The next meeting will be in October.
- (d) The dog waste bins are waiting to be installed within the village.
- (e) An acknowledgment was received from Lichfield following the discussion at the last meeting. They thanked the Parish Council for keeping them updated.

14 Finance

Bank Balances as at 28th June 2023

Current Account £5364.14

Reserve Account £25,213.22

Quarterly Budget Review the Quarterly Budget review was noted by the Council.

Approval and signature of the Quarterly Bank Reconciliation

The Council **RESOLVED** to approve the Quarterly Bank Reconciliation and it was signed by the Chair.

Receipts

(a) Bank Interest - £19.03 – received 09.06.23

(b) Hire of Parish Council marquee - £25.00 – received 30.05.23

Payments

(a) Tickbox Marketing – Upgrade to Google Analytics 4 - £72.00

(b) Clerks Salary and Expenses – June - £368.16

(c) Westbury Sub Mendip Village Hall – Hall Hire - £70.00

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

15 Correspondence

(a) Planning, Development and Nature Recovery in the Mendip Hills Area of Outstanding (AONB) and its setting – forwarded 14.06.23 **Update** Cllrs Buffy Fletcher, Guy Timson and Maggie BeeBee have been booked onto the training course in September.

(b) List of various Councillor Training Courses – forwarded 27.06.23

16 Verbal Updates from Community Groups

Verbal reports were given from representatives from Westbury Tree Group, Strawberry Line, Robert Glanville Playing Fields and the Village Hall.

17 Matters to report / items for next agenda

(a) Community Funded 20mph speed limits will be discussed by the Neighbourhood Plan Steering Group at the next meeting and if necessary, an extra meeting will be called to approve any further actions.

(b) Update on Health and Well-being

18 Date and time of Next meeting – Wednesday 6th September 2023 to be held in the Village Hall, starting at 7.30pm.

Meeting Closed 9.28pm