

Minutes of the Parish Council Meeting held at 7.30pm on Tuesday 19th June 2018 at the Moorland Hall

Present: Councillors John Anson, Vivian White, Linda Atkins, Roger Webber, Eric Norman, Eric Clarbull, John Davis, Parish Clerk Marlene Allinson, County Cllr Frances Nicholson, West Somerset Councillor Steven Pugsley and one parishioner.

251.1 Public Question Time: items raised: (i) why was the general public not invited to the official opening of the Wheddon Cross toilets? (ii) why was there additional spending on the toilets over and above the original quotation? (iii) can members of the public raise points during a Parish Council meeting? (iv) why does Cutcombe not prepare a neighbourhood plan?

Cllr Anson responded to (i), Cllr Atkins to (ii) and the Parish Clerk to (iii) and (iv)

251.2 Apologies for Absence: None.

251.3 Declarations of Interest: None.

251.4 The minutes of the meeting held on 15th May 2018 were approved as a true record, there were no matters arising.

251.5 Reports from West Somerset and Somerset County Councillors: SCC Frances Nicholson reported that: the Libraries Consultation has now closed and the results are being collated; problems re roads especially the Heathpoult to Dulverton road. West Somerset Councillor Steven Pugsley reported that the Exmoor Panel meeting has been postponed until 5th July at the Moorland Hall: parishes will be asked re suitable sites for electric vehicle charging points. Housing and Employment are areas to be focused on: the Exmoor Consultative and Parish Forum has started a dialogue with Exmoor Young Voices to try to resolve problems such as design of affordable homes. Now that Exmoor's digital connectivity is good there is a window of opportunity to attract more businesses to the area. The new ENPA Head of Planning will be in post at the end of August.

251.6 251.6.1 Planning Applications: 6/15/18/104

Quarme Combe Cottage: proposed variation of condition 2 (the development hereby permitted shall not be carried out except in complete accordance with the details shown on the submitted plans, numbers 051.003 rev A, 051.004 rev B and 1:2500 scaled location plan received on 01 November 2012 and 051.009 rev B, 051.010 rev B, 051.100 rev B, 051.110 rev B, 051.011 rev B, 051.115 rev B, 051.120 rev B and 051.121 rev B received on 09 January 2013.) of approved application 6/15/12/106 to allow insertion of balcony on south west elevation: no

comments. **251.6.2 Other Planning Matters:** Cllr Clarbull reported that the planning application for the new Sports Pavilion has been withdrawn: a new application will be submitted in the future. There will be a meeting of the Sports Club next Sunday.

251.7 Highways: Wimbleball ½ Triathlon: 24th June; Lady Street Dulverton closure: 10/07 for 2 days; Resurfacing work on Cutcombe Hill: will start 2nd July; Potholes by the War Memorial not all repaired. Cllr Webber reported that potholes at Popery Lane need attention. Cllr Anson will be meeting soon with Peter Owen's successor to discuss local issues including the fact that Highways have stated that budgets are insufficient to adequately repair potholes. The SIDS Working Party reported on a meeting with Exford: it was agreed to purchase 2 SIDS devices with the remaining 106 money and to train one person from Exford and one from Cutcombe (volunteers) and to share the devices and ongoing costs. The WP to find out if the solar one of which they have details costing £1,799 +VAT is approved by Highways, additional cost of £250 each one for batteries, etc.

251.8 Portfolio Holders: it was agreed to leave these as last year, the toilet working party to remain in place to organize the new lease and other matters.

251.9 Wheddon Cross Toilets: Cllr Atkins reported on the official opening. One toilet seat already broken: she will organize a replacement and see if it was faulty. The Clerk has put a risk assessment in place. The redundant space needs to be advertised more widely.

251.10 The Clerk reported that she has updated **Council's Risk Assessment**.

251.11 This item was taken *at the end of the meeting* when Council excluded the press and the public and went into closed session. During the debate it was agreed that interviews are to take place next week the interview panel to consist of Cllrs Anson, White, Webber and Clarbull.

251.12 Data Protection Policy: Cllr White reported on the course he had attended at Somerton. He advised that Cutcombe Parish Council is complying with the new regulations and there are no immediate concerns as the Parish Council does not circulate material to parishioners and does not retain private data and is therefore compliant. The Parish Clerk is already registered with the Information Commissioner's Officer as the Data Protection Officer although this is not a statutory requirement.

251.13 251.13.1 On behalf of the Finance Working Party Cllr

Webber reported on a meeting held earlier that evening at which the FWP reviewed the effectiveness of the system of financial internal controls and did not find them to be wanting. **251.13.2** The Annual Governance Statement 2017/18 was approved and signed by the Chairman and the Clerk. **251.13.3** The Accounting Statements for 2017/18 were considered. **251.13.4** It was resolved to approve and sign the Accounting Statements for 2017/18. It was resolved to: **251.13.5** pay Derrick Bott, internal auditor, the sum of £90 **251.13.6** pay Came & Company £662.50 for insurance 2018/19 (retrospective) **251.13.7** pay the Parish Clerk's salary and expenses (£474.75 and £322.38) **251.13.8** pay the Inland Revenue tax due **251.13.9** pay Chris Horne, builder for toilet refurbishment work £22,737.13 (retrospective) **251.13.10** pay Active Signs £35.40 for toilet signs (reimburse Cllr Atkins) **251.13.11** reimburse Cllr Atkins £7.99 for mirror tiles for toilets **251.13.12** note Southern Electric's invoice for £18.69 for the WX toilets (to be paid by direct debit) **251.13.13** reimburse the Clerk for 2 advertisements for Clerk vacancy: £161.28 (*WS Free Press*) and £178.22 (*WS County Gazette*). **251.13.14** The Clerk reported on the updated Asset Register. **251.13.15** It was agreed to give a grant of £100 to C.L.O.W.N.S. under section 137 of the Local Government Act. **251.13.16** It was agreed to pay the Parish Clerk's Snowdrop Valley salary and expenses (£325.08).

251.14 Correspondence and Meetings: **251.14.1** The Clerk has a copy of the Exmoor National Park Partnership Plan 2018-2023 if anyone wishes to see it. **251.14.2** Cllr Norman had attended a meeting on electric charging points organized by Forum 21 and has volunteered to be a committee member for this item. Cllr Anson has forwarded an email regarding the outside of the Moorland Hall to the Moorland Hall Committee for a response. Cllr Clarbull reported that the MH AGM is on 2nd July, all are welcome. Cllr White reported that he had received a communication from the West Somerset Community Land Trust advising that they had made an approach to buy the undeveloped site in Meadow Close from Exmoor Farmers, to develop it, but EF had turned them down saying they planned to do so themselves. Understood that they plan to make a further approach. Meeting agreed Cllr White should note and welcome their approach on behalf of Cutcombe PC.

251.15 Items for the Next Agenda: retrospective approval for

Cllr White's travel expenses (£13.10) to attend the Data Protection Course at Somerton.

There being no other business the meeting closed at 10.15 pm. The next meeting of Cutcombe Parish Council will be held on **Tuesday 17th July 2018** at 7.30pm in the Moorland Hall.

All are welcome to all meetings