

Minutes of the Annual Parish Council Meeting held at 7.30pm on Tuesday 15th May 2018 at the Moorland Hall

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

250.1 One nomination for Chairman was received: Cllr John Anson was duly elected Chairman for another year and he signed the Declaration of Acceptance of Officer, *prop:* Cllr Atkins, *sec:* Cllr White, all voted in favour.

250.2 One nomination for Vice-Chairman was received: Cllr Vivian White was duly elected as Vice-Chairman for another year *prop:* Cllr Anson *sec:* Cllr Atkins, all voted in favour.

250.3 Public Question Time: on behalf of the Sports Club Marie Adams briefly described the reason for the application and answered any questions, she then left the meeting.

250.4 Apologies for Absence: Cllr John Davis.

250.5 Declarations of Interest:

Councillor	Agenda Item	Nature of Interest	Description of Interest	Action Taken
Webber	8.1	Personal	Near neighbour	Minuted
Norman	8.1	Personal	Near neighbour	Minuted
Clarbull	8.1	Personal	Chairman of Moorland Hall	Minuted
Anson	8.1	Personal	Moorland Hall Trustee	Minuted
Norman	10.2	Pecuniary	Submitted cleaning contract	Left the room

250.6 To approve the minutes of the meeting held on 17th April 2018 and any matters arising: the minutes were approved as a true record. Matters Arising: **249.4 248.9.1** Airband are due to install the broadband on 16th May 2018.

250.7 Reports from West Somerset and Somerset County Councillors: SCC Frances Nicholson reported on the transfer of care/non-bed blocking scheme, aims and progress including the Micro Providers Scheme and on the proposed future consultation re the creation of a unitary authority. Cllr Steven Pugsley reported on the proposed boundary commission changes and

details of the proposed consultation re a unitary authority.

250.8 250.8.1 Planning Applications: 6 /8/18/105 Sports Pavilion, Recreation Ground, Wheddon Cross: proposed replacement of existing sports pavilion in same location: Council agreed that the facilities need upgrading: fully supported by a majority decision (2 abstentions).

250.8.2 Other Planning Matters: none.

250.9 Highways: SIDs Device: The Clerk reported that SCC Highways has agreed that a device may be purchased for Cutcombe from the remaining 106 monies and that the two locations as previously used by SCC are approved: any new locations must be approved before use. Correspondence was passed to the SIDs working party who will report back to the June meeting and also contact Exford Parish who are interested in SIDs. Wessex Water: no reply received as yet to the Clerk's email:

Cllr Anson to progress. Speeding in ENPA: on the list to be a future agenda item for the ENPA Consultative and Parish Forum. Road Closures: Codsand Bridge: Bridleway closure 4th May onwards: still open to walkers; Dulverton-Exford road 8th May (18 days).

250.10 250.10.1 Wheddon Cross Toilets Update: Cllr Atkins reported that the toilets will soon be finished. Tree overhanging: the Clerk read out a report from Robin Offer (ENPA): would not recommend pruning unless the tree is diseased: the Clerk to seek quotes for a survey of the tree. Cllr Atkins showed a sample of her framed notice for the toilets pointing out that they are paid for by the local community and updated Council re the donation box and a notice placed in the June parish magazine inviting offers of interest in renting the back half of the toilets. The Clerk reported on the electricity supply contract for the toilets: it was agreed to take out a contract for one year with Southern Electric. *Council now excluded the press and the public and went into closed session for the next item and Cllr Eric Norman left the room:* **250.10.2 Cleaning Contract for the Toilets:** the Clerk had sent out invitations to tender to three companies who had previously expressed an interest. Two tenders had been received. It was decided to award the contract to *The Rest & Be Thankful Inn* and the Clerk instructed to inform them. Cllr Norman returned to the room. *Whilst still in closed session Council heard a report from the Appeals Committee and accepted its recommendation.* The closed session now ended.

250.11 Update on the Clerk Vacancy: the Clerk has placed an advertisement in the June Parish Magazine. She was instructed to place advertisements in the *West Somerset Free Press* and in the *West Somerset County Gazette*. Closing date for applications is 15th June.

250.12 Data Protection Policy: Cllr White has been booked on a SALC course 22nd May at Somerton and will report back to the next meeting.

250.13 Finance: 13.1 It was agreed to reimburse Cllr Atkins £79.60 for 2 soap dispensers and sanitary bins for the toilets **13.2** It was agreed to reimburse Cllr Atkins £29.16 for 4 sponsorship frames for the toilets It was also agreed to renew Council's insurance due 01/06/18 with Came & Company in the sum of £662.50 (£212.76 being the additional premium for the WX toilets)

250.14 Correspondence and Meetings: 250.14.1 in addition to items previously circulated by email the Clerk reported that upon application ENPA has refunded the £192.50 planning fee for the toilets. **250.14.2** no reports.

250.15 Items for the Next Agenda: (i) report of the SIDs working party (Cllrs Norman and Clarbull)
(ii) Report on Data Protection Policy (Cllr White) (iii) Snowdrop Valley Finances (Cllr White to provide a mini-agenda for this item)
(iv) Update on toilets opening (Cllr Atkins) (v) retrospective agreement to pay £662.50 to Came & Company for insurance (vi) section 106 grants (vii) Agreement re Annual Governance Statements/Audit (viii) Clerk's salary and expenses
(ix) Update on Clerk Vacancy

There being no other business the meeting closed at 10.40 pm.

The next meeting of Cutcombe Parish Council will be held on **Tuesday 19th June 2018** at 7.30pm in the Moorland Hall.

All are welcome to all meetings