

## Minutes of the Ordinary Cutcombe Parish Council Meeting held at 7.30pm on Tuesday 17<sup>th</sup> October 2023 at the Moorland Hall

**Present:** Councillors Jon Levenson (Chair), Eric Norman (Vice Chair), Roger Foxwell, Claire Rooke, Oliver Yiend, Andrew Forward

**In attendance:** Liz Stitt – Clerk, Cllr Pugsley

**Also Present:** Two members of public

Item	Minutes	Action
	<p><b>Public Question Time</b> A member of the public gave information about the war memorial which was of particular interest to them due to having a family member named on it. The member of public was keen to have the war memorial cleaned before November 11<sup>th</sup>.</p> <p>A second member of public thanked the council for cutting back the hedges. Thanks was given to Cllr Rooke and Cllr Foxwell for clearing the road.</p>	
23/102	<b>To receive Apologies for Absence</b> Apologies were given to the Clerk from Cllr Cook due to being ill.	
23/103	<b>To receive declarations of Interest</b> Cllr Norman item 23/112 v)	
23/112	<p><b>Agenda item 23/112 iii) was brought forward</b></p> <p><b>To discuss quotes for the cleaning of the War Memorial and resolve whether to go ahead.</b> The Councillors were given information on cleaning the war memorial from a specialist memorial company and information from the War Memorial Trust. After discussion it was unanimously agreed to have the war memorial cleaned with a soft wash for £120. Cllr Foxwell will contact the company to arrange for this to be done. The council will monitor the memorial to keep it looking clean and will not leave it another ten years before it gets cleaned again.</p>	Cllr Foxwell
23/104	<b>To approve the minutes of the Ordinary Parish Council Meeting of the 19<sup>th</sup> of September 2023</b> It was resolved to approve the minutes of 19 <sup>th</sup> of September 2023.	
23/105	<b>To receive and discuss the clerk's report.</b> This was received and noted.	
23/106	<p><b>To receive the Chair's Report.</b></p> <ul style="list-style-type: none"> <li>i) Cllr Levenson thanked everyone again who helped clean the road, it was great team work.</li> <li>ii) The Woodland Trust are giving away free saplings again. Cllr Norman said it was a shame that some of the previous ones the council planted have been snapped in half. It was suggested to ask the school if they would like any. The Clerk will contact Alison.</li> <li>iii) An update and discussion was had on the Dunkery View briefing consultation.[Cllr Pugsley joined the meeting]</li> <li>iv) The Clerk is to ask for a breakdown of the by-elections and leave payment of the invoice until the next meeting.</li> <li>v) Cllr Levenson has spoken with Chris Winter and Dean Kinsella regarding the transformer issue and they have promised to work together to resolve the matter.</li> </ul>	Clerk  Clerk
23/107	<p><b>To receive reports from Somerset Councillors</b></p> <ul style="list-style-type: none"> <li>i) Apologies were given by Cllr Pugsley for Cllr Nicholson.</li> <li>ii) Dean Kinsella is leaving on 15<sup>th</sup> December, he is now director of Spatial Planning for Dartmoor National Park. There is no new head of planning, adverts will be going out this week. In the meantime, the Designated Planning Officer is Joseph Rose.</li> <li>iii) Cllr Pugsley highlighted that if the Dunkery View development did go ahead there would have to be a construction management plan which would have to be</li> </ul>	

	<p>submitted before any work can commence. There would be a set of rules which would be monitored on how they conduct the development.</p> <p>iv) The B3224 road will be shut this week. Closed between 9.30 – 3.30 each day. They are categoric that the work cannot be done under floodlight during the night. Cllr Norman asked for there to be exact timescales and for compensation to be given if the timescales are not kept to.</p> <p>v) LCN sub-group meetings are coming up.</p>	
<b>23/108</b>	<p><b>To consider Highways and Transport Matters</b> Cllr Yiend is going out with Cllr Norman on Thursday for a handover. A list will be sent to the Clerk for the Highway Steward. Cllr Levenson thanked Cllr Foxwell for putting the SID up. The Clerk to chase the jetting that was applied for in June. Cllr Yiend to liaise with Cllr Norman and Cllr Foxwell regarding outstanding highway jobs.</p> <p>i) <b>To resolve whether Cllr Yiend needs to attend Chapter 8 training or wait until Cllr Foxwell's training runs out in 2029.</b> It was resolved for the training to be delayed until next year. Cllr Foxwell is happy to keep putting the SID up when needed. Cllr Forward is also Chapter 8 trained currently.</p>	Clerk
<b>23/109</b>	<p><b>Update on Moorland Hall &amp; Recreation Ground</b></p> <p>i) The AGM went successfully, and all members stayed the same.</p> <p>ii) Some health and safety and fire regs are being looked into.</p> <p>iii) The football team are keen to come back. A plan will be presented in Jan to the Moorland Hall Trustees with the options for the pavilion. In the interim It is being costed up for the bare minimum for changing rooms for the football and cricket club in the Moorland Hall.</p> <p>iv) Grass cutting has gone well this year however when the grass is too long the gang mowers don't work. The Moorland Hall are looking into how best to do it going forward.</p> <p>v) Trustees are looking at the cost of getting a defibrillator. [Two members of the public left]</p> <p>vi) Cllr Norman will get quotes for getting the gang mowers winter serviced ready for the next season and will bring to the next meeting for discussion. Cllr Norman will also get prices of a second hand hydraulic mower to compare as a discussion was had about these being better to cut the grass.</p>	Cllr Norman
<b>23/110</b>	<p><b>To discuss putting in place a 3-5 year parish plan and resolve the next steps if decided to go ahead.</b> Cllr Pugsley suggested contacting S.A.L.C to give examples of other Parish Plans, the Clerk will action this and circulate to Councillors to be able to discuss further.</p>	Clerk
<b>23/111</b>	<p><b>To consider any Planning matters.</b>  <b>Application No: 6/8/23/003 - Land and buildings off Tabbitts Steep, Luckwell Bridge, Minehead, TA24 7EL.</b> After discussion the council voted unanimously to support the application with comments that whilst it's an established use of the site for this purpose the council note that the building is considerably larger than the one it is replacing. Equally the council raise the issue of access and feel that consideration should be given to this with regards to good visibility of the entrance. [Cllr Pugsley left the meeting]</p> <p>The formation of a Planning Committee to monitor planning applications is to be added to the next agenda.</p>	
<b>23/112</b>	<p><b>Finance</b></p> <p>i) <b>To resolve whether to use the virement procedure to transfer money within the budget to increase the contingencies budget.</b> A vote was taken and agreed with a majority to transfer the budget.</p> <p>ii) <b>To discuss the quote for the hedge cutting as agreed in minute item 23/76</b></p>	

	<p><b>iii and resolve to pay.</b> This was agreed to be paid. Thanks were given to Cllr Norman for organising and Cllr Rooke for clearing the road.</p> <p>iii) <b>To discuss quotes for the cleaning of the War Memorial and resolve whether to go ahead.</b> This item was moved to earlier in the meeting.</p> <p>iv) <b>To receive the External Audit Report 2022/23 and note the result.</b> This was received and the advice was noted.</p> <p>v) <b>To receive and approve the schedule of payments and note receipts.</b> This was agreed to pay minus the Election costs until we have a break-down.</p>	
23/113	<b>To receive and acknowledge the draft minutes of the Finance and Risk Working Group Meeting dated 12/09/2023.</b> These were received and noted.	
23/114	<b>To receive and acknowledge the draft minutes of the Snowdrop Valley Committee Meeting dated 12/09/2023.</b> Cllr Norman gave an update on Snowdrop Valley. The minutes were received and noted.	
23/115	<b>To note the correspondence which Councillors have received in the correspondence report.</b> The report was received and noted by the council.	
23/116	<p><b>Items for the next Agenda.</b></p> <ul style="list-style-type: none"> <li>• Formation of Planning Committee.</li> <li>• Snowdrop Merchandise and banners to be put forward for approval.</li> </ul>	

There being no other business, the meeting closed at 9.17pm.

Signed:

Dated:

## Appendix

- i) Clerks Report
- ii) Schedule of Payments
- iii) Correspondence Report