

Minutes of the Ordinary Cutcombe Parish Council Meeting held at 7.30pm on Tuesday 19th December 2023 at the Moorland Hall

Present: Councillors Jon Levenson (Chair), Eric Norman (Vice Chair), Roger Foxwell, Oliver Yiend, Andrew Forward, Sarah Cook

In attendance: Liz Stitt – Clerk, Cllr Frances Nicholson

Item	Minutes	Action
	Public Question Time There were no members of the public present. [Cllr Yiend joined the meeting]	
23/133	To receive Apologies for Absence Apologies were received from Cllr Claire Rooke, Cllr Steven Pugsley and from Rachel Dight.	
23/134	To receive declarations of Interest Cllr Norman item number 23/146 v)	
23/135	To approve the minutes of the Ordinary Parish Council Meeting of the 21st of November 2023 These were approved and signed.	
23/136	To receive and discuss the clerk's report. The Clerk highlighted that Councillors have not sent in any comments yet regarding the Asset and Service Devolution. Cllr Levenson suggested that Councillors go to the next LCN meeting in January with their thoughts on the Asset and Service Devolution. Cllr Levenson also suggested that over the next few months more information will come out regarding it, so we can add it to the next agenda to discuss the implications of the Asset and Service Devolution when we should have more information about it and to gain more views from parishioners in the meantime. Cllr Foxwell spoke to the landowners regarding some recent correspondence about access to some land, the Clerk will reply to say that the landowners will not allow public access to this land.	Clerk
23/137	To receive the Chair's Report. Cllr Levenson gave an update on the affordable housing group and read out the criteria for affordable housing in the parish.	
23/138	To receive reports from Somerset Cllr Nicholson said it is hoped to avoid commissioners coming in we are not sure whether that will be possible, but it is a time of just waiting. A lot of really good work has come through the highways pilot and a couple of officers are learning a lot through it, particularly Luke Green who has worked really hard to get OpenReach and Wessex water to work under one road closure to halve the costs. It's a real example of a different way of working and whatever happens in terms of lack of money, if that attitude is their things won't all be lost. Cllr Foxwell highlighted the importance of putting the correct signage in the correct places during the upcoming road closure, Cllr Nicholson will check in with Luke to make sure this gets picked up.	
23/139	To consider Highways and Transport Matters <ol style="list-style-type: none"> i) The jetting locations have been shared with Dulverton Town Council who are organising it all and should be happening soon. ii) The highways warden jobs are still in process of being done which Cllr Yiend is chasing. iii) It was suggested for Cllr Yiend to have Luke Green's contact information so he can be contacted directly in the event that any signs are incorrect during the road closure. iv) Cllr Levenson said the 20mph zone is now complete. Linda Atkins was instrumental in it coming together in the first place by putting the petition together for which we are all very grateful. The Parish Council will write a letter and will organise some flowers to give to Linda to say thank you. 	
23/140	Update on Moorland Hall & Recreation Ground <ol style="list-style-type: none"> i) A defibrillator is being installed at the Moorland Hall. 	

	<ul style="list-style-type: none"> ii) The gang mowers will be in the shed by the end of this week. It was decided to leave the sharpening of the gang mowers until they are needed again. iii) The fire door will be done by Christmas. iv) Cllr Norman asked if Moorland Hall was in negotiations with the developers regarding the proposed new houses and was concerned about this. Cllr Yiend said the company have presented certain information to the Hall as they want to do certain things like the drains, and pavements etc. but they are not negotiations, they are just things that they are looking at doing and have presented to them. Cllr Norman was concerned that the Parish Council had not been told about this, the Clerk said they would not need to tell the council about this. 	
23/141	To discuss a request for a local 'Kindness Rock Garden' . This was deferred to the next meeting due to Rachel not being able to attend.	
23/142	To discuss ideas for advertising and sponsorship of the bus shelter and public toilets. Cllr Levenson believes there is potential to increase some revenue from the assets that we have. It was agreed for Cllr Levenson to speak all the local companies in the New Year to see if they would like to sponsor the bus shelter or advertise in the public toilets. Cllr Levenson will report back at the next meeting.	
23/143	To discuss using a QR code for electronic toilet donations Details of this were sent round to Councillors before the meeting. It was decided to put a QR code in the toilets as a trial to see if this helps with donations. The Cleaners will check the code daily to make sure it does not get tampered with.	Clerk
23/144	To discuss the Community Review project and set up a working group The Parish Council have been approved funding for a community review project. It was agreed for Cllr Yiend to be the lead contact for this.	
23/145	<p>To consider any Planning matters. Cllr Levenson has heard that the developers are on track to submit their application in January and asked Councillors to give some thought on their own views on this application and views from parishioners as it is a big decision for which we need to think about all the implications.</p> <ul style="list-style-type: none"> i) To review and adopt the Planning Working Group Terms of Reference This was reviewed and agreed to adopt. 	
23/146	<p>Finance</p> <ul style="list-style-type: none"> i) To discuss the quotes for getting the gang mowers serviced and resolve whether to go ahead. This does not need to be done now until next year. ii) Grant and donation applications to consider for approval <ul style="list-style-type: none"> a) Sally Parish – First Aid Training The Clerk pointed out that in the Grants and Donations policy it says we can't make grants or donations to an individual. Cllr Foxwell suggested that Sally is a trustee of the Moorland Hall and if the application was done in the Moorland Hall's name, then it would be in line with our policy. The council have agreed to give the donation of £330.00 subject to Sally re-submitting the application in Moorland Hall's name. b) Exmoor Community Youth Club This application was discussed, Cllr Cook said it is really good for the children in the parish as there is not much for them to do around here. Councillors have asked to see more of a breakdown of what their budget is, and what they are doing for self-funding so they can see how much would be a good figure to donate. The Clerk will ask for this ready to be discussed again at the next meeting. iii) To resolve to pay for beanie hats to be sold at the Snowdrop Vallet Event and Banners from the Snowdrop Valley Account The Clerk shared information on the beanie hats which are £258 including VAT with the first order 	Clerk

	<p>having 5% off, which comes out at £4.90 each for 50 hats. Snowdrop Valley would look to sell the beanies for £10 each. It was unanimously agreed to go ahead with purchasing these. Cllr Norman got quotes for some advertising banners 3 x six foot banners and 1 x 12 foot banner for £120 +VAT for all four. It was unanimously agreed to purchase the banners.</p> <p>iv) To approve the salary payment for the Clerk to be paid in January and reported at the next meeting in February This was approved and for the Clerk to do this ongoing and to report the monthly payment at the next available meeting going forward.</p> <p>v) To receive and approve the schedule of payments and note receipts This was agreed to be paid.</p>	
23/147	To receive and acknowledge the draft minutes of the Snowdrop Valley Committee Meeting dated 21/11/2023. The minutes were received and noted.	
23/148	To receive and acknowledge the draft notes of the Finance and Risk Working Group Meeting dated 14/11/2023 The Notes were received and noted.	
23/149	To note the correspondence which Councillors have received in the correspondence report. The report was received and noted.	
23/150	<p>Items for consideration on the next Agenda.</p> <ul style="list-style-type: none"> i) Discuss implications of the Asset & Service Devolution – Cllr Yiend to advise on the best approach regarding hedge cutting going forward. ii) Kindness Rock Garden. iii) Update on advertising and sponsorship of the Bus Shelter and Public Toilets. iv) Update on Community Review Project. v) Exmoor Community Youth Club donation. 	Cllr Yiend

There being no other business, the meeting closed at 8.41pm

Signed:

Dated:

Appendix

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