

# Minutes of the Ordinary Cutcombe Parish Council Meeting held at 7.30pm on Tuesday 15<sup>th</sup> October 2024 at the Moorland Hall

**Present:** Parish Councillors Jon Levenson (Chair), Eric Norman (Vice Chair), Roger Foxwell, Claire Rooke

**In attendance:** Liz Stitt – Clerk, Cllr Frances Nicholson, Cllr Steven Pugsley, one member of the public

Item	Minutes	Action
	<b>Public Question Time.</b> No questions were raised.	
24/134	<b>To receive Apologies for Absence.</b> Cllr Yiend and Cllr Cook gave apologies to the Clerk.	
24/135	<b>To receive declarations of Interest.</b> Cllr Norman item 24/151 i) and 24/151 iv)	
24/136	<b>To approve the minutes of the Ordinary Parish Council Meeting of the 17<sup>th</sup> of September 2024.</b> These were approved and signed.	
24/137	<b>To receive the Clerk's Report.</b> This was received by Councillors. <ul style="list-style-type: none"> <li>i) Cllr Cook sent an update to the Clerk that she is going to go into the shop weekly to check for any notices for the noticeboard.</li> <li>ii) The clerk will reply to the email regarding the access land as Cllr Foxwell has spoken to the landowner regarding this.</li> <li>iii) The Clerk will find out from Somerset Council whether we can have eight Councillors on the council.</li> <li>iv) A resident is still having problems with Magna which the Clerk has been copied in on and will chase if needed.</li> </ul>	Clerk
24/138	<b>To receive the Chair's Report.</b> Tracy Forward sent an email thanking the Parish Council for helping to circulate the need for officers for the fete.	
24/139	<b>To receive reports from Somerset Councillors.</b> Cllr Pugsley and Cllr Nicholson reported that: <ul style="list-style-type: none"> <li>i) More budgets cuts have been expected from Somerset Council but what seems to be happening instead is the intention to reduce the number of staff by 1,000 and one of these areas to be reduced is highways.</li> <li>ii) The National Park Planning department has settled down really well under Joe White's leadership.</li> <li>iii) Cllr Norman asked about the rumours regarding housing developments in Minehead being sold to other cities to re-locate. Cllr Nicholson said the development of social housing is restricted to local people, but other private developers can sell it to who they like which is the choice of the developer.</li> <li>iv) Cllr Norman gave Cllr Pugsley an article regarding district council networks which he said may be of interest.</li> <li>v) The Dunkery View Planning application will hopefully go to the committee at the beginning of November or the beginning of December.</li> <li>vi) Cllr Foxwell gave concerns regarding the Exmoor National Park Authority going into partnership with the Somerset Wildlife Trust. The Somerset Councillors shared the concern and said other members do too so it is not going to be a done deal and everything will be looked at case by case.</li> <li>vii) Cllr Levenson asked whether it was worthwhile producing a survey of the gaps in good broadband and mobile phone signal which came out of the LCN Economic Sub-Group Meeting. Cllr Pugsley said it would be good for parishes to give a complete picture across Exmoor of what the coverage really is rather than what the companies tell us it should be. It was decided to add this to the next agenda to discuss further.</li> </ul>	
24/140	<b>To consider highways and transport matters.</b> Cllr Levenson read out the following updates that Cllr Yiend sent in: <ul style="list-style-type: none"> <li>i) Watercombe corner bend is to have the painting on the road of SLOW refreshed, also discussed with landowner in relation to trimming vegetation back.</li> <li>ii) I have the SID from Cllr Foxwell, but it seems one of the batteries gives a fault and won't charge - I need to find out who to speak to about this. The Clerk will try</li> </ul>	Clerk

	<p>and find the details of the company who the SID was bought from.</p> <p>iii) Hedge cutting in Cutcombe - I now have two quotes and have sourced an alternative person to provide a third - Apologies this has taken so long. Hopefully a decision can be made and the work done within the next 2 weeks.</p> <p>iv) Potholes reported on the junction of Higher Park Lane - No update</p>	
24/141	<p><b>To Consider any planning matters.</b></p> <p>i) <b>Planning Application 6/8/24/003LB North Hawkwell Farm, TA24 7UH. Listed building consent for the replacement of 2 no. timber windows.</b> After discussion it was proposed by Cllr Levenson and seconded by Cllr Foxwell to support the application with a show of hands unanimously agreeing.</p>	
24/142	<p><b>Update on Moorland Hall &amp; Recreation Ground.</b> Cllr Levenson read out the following updates that Cllr Yiend sent in:</p> <p>ii) Fire Alarm system, Security alarm and Fire extinguishers all serviced.</p> <p>iii) Awaiting third quote for adding showers to MH before a discussion and decision can be made.</p> <p>iv) With help from local self-employed individuals the MUGA is being looked at to create a list of equipment and works required to bring back to a suitable standard, they are happy to carry out the works once MH obtain the materials.</p> <p>Cllr Norman said he hopes the mowers have been put away for the winter properly in a shed. The Clerk will pass this onto Cllr Yiend.</p>	Clerk
24/143	<p><b>Discuss how the PC can help support with getting volunteers for the Fete.</b> The Parish Council has put notices up on the Website and Noticeboards and has asked for it go on Facebook. Cllr Levenson said that other than word of mouth this is the most we can do.</p>	
24/144	<p><b>Discuss how the PC can help support the Southern Exmoor Food Bank.</b> Cllr Nicholson gave an update on the food bank, and said they are looking to get funding for the development work through various channels. Cutcombe Parish Council has invited the food bank to apply for a donation through their grants and donations policy, as parishioners of Cutcombe do use it and there is a need for it in this parish, and they will look at ways of giving support to it when needed.</p>	
24/145	<p><b>Update on the Community Review Project.</b> Cllr Levenson read out the following updates that Cllr Yiend sent in:</p> <p>i) The full report is being finalised by SCC this week.</p> <p>ii) Steering Committee are meeting w/c 21st Oct to discuss and formulate the action plan. This will then be shared with the PC for discussion at the next PC meeting</p>	
24/146	<p><b>Discuss the Warm Space Initiative.</b> Discussion was had regarding Cutcombe having elderly and vulnerable residents in the parish and how they could be helped in cases of emergency. Due to the landscape of where the parish is situated there is the possibility of getting snowed in or having power cuts. Cllr Nicholson suggested to speak with the village agent who may be able to point the council to some information on grants and further information on what can be done. Cllr Foxwell said there is a need for some equipment in case of emergencies. Cllr Norman and Cllr Rooke will speak with David Weir and the village agent to see what can be done and how to take it forward and will report back at the next meeting.</p>	Cllr Norman & Cllr Rooke
24/147	<p><b>Discuss painting the village phone box.</b> BT has confirmed that the phone box is now on their list to be repainted, and the door will also be replaced which should happen anytime between April – September 2025. The Clerk will respond to the original person that flagged it up to the Parish Council.</p>	Clerk
24/148	<p><b>To adopt the new Risk Management Policy and Risk Register.</b> This was circulated to all Councillors to be reviewed. It was resolved to add in a section regarding cyber security/passwords and to adopt the new Risk Management Policy and Risk Register. [Cllr Nicholson and Cllr Pugsley left the meeting]</p>	

24/149	<b>To note correspondence which Councillors have received in the correspondence report.</b> This was received and noted.	
24/150	<b>To receive the notes from the FRWG meeting dated 17<sup>th</sup> September 2024.</b> These were received.	
24/151	<b>Finance:</b> <ul style="list-style-type: none"> <li>i) <b>Discuss the quotes for the storage shed/lean to.</b> [Cllr Norman left the room for this agenda item] Three quotes were obtained from Exmoor Welding, Outbuild and PFG Fabrications Ltd which were circulated to Councillors before the meeting. After discussion Cllr Levenson proposed to accept the lowest quote, which was from Exmoor Welding, Cllr Rooke Seconded the proposal and after a show of hands two Councilors voted for and one abstained from voting, so it was carried to go forward with this quote.[Cllr Norman re-joined the meeting]</li> <li>ii) <b>Discuss quotes for a new laptop for the Clerk.</b> Specific quotes have not been obtained for a new laptop, but it is looking likely to be in the region of around £800 - £1,000. The laptop needs to be bought from somewhere that can invoice the council. The clerk will go to the two computer shops in Minehead to see if one can be bought from there to include ongoing technical support. It was resolved to give delegated authority to the Clerk to buy a new laptop up to the value of £1,000.</li> <li>iii) <b>Discuss higher interest savings accounts for reserves.</b> The Clerk has spoken to the internal auditor who said that as long as there is no risk of losing any money in what may be considered a risky investment there are no restrictions on opening savings accounts. It was resolved for the clerk to send details of savings accounts to Councillors via email to be agreed.</li> <li>iv) <b>To receive and approve the schedule of payments and note receipts.</b> Cllr Foxwell queried the £100 donation to Cutcombe School for the Snowdrop Bulbs as it didn't come to the full council for approval. The Clerk explained that it was paid for under the Miscellaneous/Contingency section of the Snowdrop Valley Budget which was budgeted £200 for the year and so came within this budget section, and under the terms of reference for the Snowdrop Valley Committee they have delegated authority to spend and manage money within their budget. Cllr Foxwell suggested in the future it may be good for the school to go to the valley and thin out the Snowdrops which would save money. Cllr Foxwell asked for a recorded vote. Cllr Levenson, Cllr Norman and Cllr Rooke voted for, and Cllr Foxwell abstained from voting, so it was carried to approve the schedule of payments.[Cllr Rooke left the room]</li> </ul>	
24/152	<b>Items for consideration on the next agenda</b> <ul style="list-style-type: none"> <li>i) Discuss producing a communication survey of the gaps in good broadband and mobile phone signal.</li> <li>ii) Co-opt a new Councillor.[Cllr Rooke re-joined the meeting]</li> <li>iii) Warm Space Initiative.</li> </ul>	

There being no other business, the meeting closed at 8.52pm

Signed:

Dated:

#### Appendix:

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