

WEST QUANTOXHEAD PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on 13 January 2016

PRESENT: Councillors G Tizzard (Chairperson), T Dunn, N Purcell-Herbert, Mrs P Tolley and Mrs S Sherry.

IN ATTENDANCE: Mrs C Richards (Clerk), County Councillor H Davies.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor R Hughes, District Councillor S Dowding and PCSO Peter Bolton.

2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

Councillors signed a Dispensation Form in relation to setting of the precept to cover the period 13 January 2016 to 31 May 2019. Councillor Hughes would be asked to sign at a future meeting.

3. MINUTES OF THE MEETING HELD ON 11 NOVEMBER 2015 & MATTERS ARISING:

- 3.1. Telephone Box. This has now been moved to the Village Hall site. Questions were asked as to who would be undertaking and paying for the works to shelve and paint the telephone box and it was resolved to ask the Village Hall Committee if it was their intention to carry out and pay for these works.
- 3.2. Somerset County Council Subsidised Local Bus Services & Discretionary Concessionary Fares. The Clerk confirmed a letter of objection had been sent on behalf of the Parish Council.

Subject to noting the above, the Minutes of the Meeting held on 11 November 2015 were approved and signed.

4. CASUAL VACANCY

The casual vacancy had been advertised and if no electors requested an election before 25 January 2016, the Parish Council could co-opt at its next meeting.

5. REPORTS:

- 5.1. **Police Report:**
PCSO Peter Bolton was unable to attend, however he had submitted a written report which had been circulated prior to the meeting.
- 5.2. **Somerset County Council:**
County Councillor Davies updated on matters of interest.
- 5.3. **District Council:**
District Councillor Dowding was unable to attend, however the Clerk read out his report.
- 5.4. **Watchet, Williton & Quantocks Area Panel:**
Councillor Tizzard advised he had spoken to David Peake, SCC Highways, regarding the road surface at Wibble Farm, the dip in the road in The Avenue and the white lining required on the Doniford Road.

6. CORRESPONDENCE: (full list pre-circulated)

The correspondence log was noted.

7. FINANCES:

- 7.1. **Financial Statement:** for 13/1/16:

Petty cash balance at 11/11/15	£ 1.42
Petty cash cheque cashed	£ 20.00

Stamps	£ 6.48
Village hall meter	<u>£ 2.00</u>
Balance @ 13/1/16	£ 12.94

Bank balance as at 1/12/15 (confirmed by bank statement #23) £3969.08

7.2. Clerk's Hours

The Clerk's timesheet of 16 hours at £10.261 per hour was agreed.

7.3. Cheques authorised at this meeting:

Chq. No. 000058 Peter Sherring, Invoice No. 0174	£583.20
Chq. No. 000059 Clerk's Salary (12.11.15-13.1.16)	£131.34
Chq. No. 000060 Clerk's Income Tax	<u>£ 32.83</u>
	£747.37

Bank balance as at 26.1.16 (confirmed by bank statement #23) £3221.71

7.4. Parish Precept Estimate 2016-2017

It was resolved to set a precept of £2,591 for the 2016-2017 financial year.

8. NEW PROCESS FOR AUDIT FROM 2017

Councillors resolved to defer this item until the next meeting.

9. PARISH COUNCIL WEBSITE

Councillors discussed the three quotations received and it was resolved (1) to accept the quotation from Edward Martin Computers, Williton, at a price of £495.00 + VAT for website set up, design and initial tuition plus £6.75 + VAT per month for hosting the site and resolved (2) that Councillor Mrs Sherry and the Clerk would arrange a meeting with Edward Martin Computers to discuss the Parish Council's requirements. The Clerk advised that the Parish Council could apply for grant funding towards the website as part of the transparency funding process and she was asked to complete the necessary paperwork.

10. GRASS CUTTING 2016

Councillors discussed the two quotations received and it was resolved (1) to accept the quotation from Andrew Godfrey, resolved (2) the Clerk would write a letter of confirmation to Mr Godfrey and resolved (3) the Clerk would write to the unsuccessful contractor.

11. PLANNING UPDATE

11.1. Applications: None.

11.2. Decisions:

3/38/15/004, Home Farm Holiday Centre, The Belt, St Audries, West Quantoxhead, TA4 4DP: replacement of above ground sewage treatment works with below ground sewage treatment works (Granted by SCC as waste authority).

3/38/15/007, 7 Bracken Edge, West Quantoxhead, TA4 4DH: Extension of utility room to the rear (Granted).

District Council Dowding in his report previously read out by the Clerk, had expressed concern at the planning application at Mayfair, Weacombe Road, and it was resolved that Councillor Tizzard would speak to the Building Control Manager at West Somerset Council on this matter.

12. HIGHWAY MATTERS

It was resolved to place another item in "Staple Diet" newsletter asking residents to contact Councillor Dunn if they would like a bag of salt, which could be delivered upon request.

13. FOOTPATHS: None.

14. CLEAN FOR THE QUEEN 2016

It was noted that as part of the Queen's 90th birthday celebrations the public were being asked to participate in a Clean for the Queen over the weekend of 4th-6th March. A Patron's Party would also be held in London on 12th June.

15. STOGUMBER NEIGHBOURHOOD PLAN

The Parish Council had no comments to make on the Plan.

16. SOMERSET VILLAGE AGENT STAKEHOLDER SURVEY

It was resolved that the Clerk would complete the survey accordingly.

17. PARISH ASSEMBLY 2016

It was resolved (1) to hold the Parish Assembly on 6 April 2016 at 7.00 pm in the Village Hall and resolved (2) to invite Ian Liddell-Grainger, MP, to be the guest speaker.

18. FUTURE MEETINGS:

9 March 2016	7.30 pm
6 April 2016 (Parish Assembly)	7.00 pm
11 May 2016	7.30 pm
13 July 2016	7.30 pm
14 September 2016	7.30 pm
9 November 2016	7.30 pm

The meeting closed at 8.40 pm.

Signed:
Chairman

Date: