

WEST QUANTOXHEAD PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council Meeting
held on Wednesday 7th May 2025 at 7.30 pm in West Quantoxhead Village Hall

Attendees:

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| WQPC Councillors: | P Mote (Chairman), P Gibbons, M Philipson, W Robinson and H Stamp |
| Somerset Councillors: | Woods |
| Avon & Somerset Constabulary: | None |
| Clerk: | Mrs Michelle Francis |
| Public: | One member |

Apologies:

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| WQPC Councillors: | A Cottrell and S Sherry |
| Somerset Councillors: | Davies |
| Other | - |

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| 25/01 | Election of Chairman Cllr Mote was unanimously elected as Chairman and duly signed the Acceptance of Office Proposed Cllr Gibbons, seconded Cllr Philipson |
| 25/02 | Apologies for absence as noted above and reason for absence approved |
| 25/03 | Declarations of Interest There were none |
| 25/04 | Election of Vice Chairman Cllr Sherry was unanimously elected as Vice Chairman Proposed Cllr Mote, seconded Cllr Philipson |
| 25/05 | Appointment of Councillors to Committees |
| 25/05.1 | Cllr Sherry was elected as the Village Hall representative |
| 25/05.2 | Cllr Philipson was elected as the Quantock Hills representative |
| 25/06 | Confirmation of continued eligibility and re-adoption of the General Power of Competence <i>"That West Quantoxhead Parish Council resolved that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions Order 2012), resolves that the Council is eligible to adopt and to exercise the General Power of Competence due to having 2/3 elected members and qualified Clerk".</i> Proposed Cllr Gibbons, seconded Cllr Robinson and unanimously resolved |
| 25/07 | Readoption of Standing Orders and Code of Conduct It was unanimously resolved to re-adopt the Standing Orders and re-adopt the Code of Conduct Proposed Cllr Stamp, seconded Cllr Philipson |
| 25/08 | Approval of the Minutes of the Meeting held on 5th March 2025 It was unanimously resolved to approve the minutes of the meeting |
| 25/09 | Matters from the Minutes – there were none |
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| 25/17 | Audit for Year Ending 31st March 2025 |
| 25/17.1 | It was unanimously resolved to submit the Certificate of Exemption – Proposed Cllr Philipson, seconded Cllr Stamp |
| 25/17.2 | The Annual Governance Statement for 2024/2025 - deferred |
| 25/17.3 | The Annual Accounting Statement - deferred |
| 25/17.4 | The Accounting Statement to be signed - deferred |
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| 25/18 | Village Defibrillator |
| 25/18.1 | <p>The Fizz and Canapes had been well supported and £200 had been received from the Village Community Group. The Defibrillator was available for use and had been registered with the Ambulance service.</p> <p>Overall, the fundraising events had been very successful, with donations, a total of £1,725.00 had been raised. Cllr Gibbons was thanked for all her hard work.</p> |
| 25/18.2 | It had previously been acknowledged the spare funds would be donated to British Heart Foundation. It was agreed to wait until costs had been finalised, which included the installation and running costs, such as, spare pads, electric, batteries |
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| 25/19 | Bleed Kit |
| | It was resolved to purchase a Bleed Kit, to be installed alongside the Defibrillator, at a cost of £199.00 + vat, using the money which had been raised Proposed Cllr Mote, seconded Cllr Gibbons |
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| 25/20 | VE Day – Thursday 8th May 2025 |
| | Cllr Stamp advised all was ready for the Beacon lighting, meet at 7.30pm in Staple Plain car park, with the lighting at 9.30pm. The church bells would be rung at 6.30pm |
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| 25/21 | Volunteer Path Liaison Officer |
| | Cllrs Robinson and Mote volunteered to undertake this role, further information would be sought and forwarded |
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| 25/22 | Staple Diet |
| | Cllr Stamp volunteered to write the article for the next edition. |
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| 25/23 | Matters for the next meeting |
| | Please advise the clerk if any arise |
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| 25/24 | FUTURE MEETING DATES |
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| | 2 nd July 2025; 3 rd September 2025; 5 th November 2025 |
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| | The meeting closed at 8.35 pm |
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Signed

Dated