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:

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:

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

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
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25/06	Confirmation of continued eligibility and re-adoption of the General Power of Competence
	"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".
	Proposed Cllr Gibbons, seconded Cllr Robinson and unanimously resolved
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25/07	Readoption of Standing Orders and Code of Conduct
20/01	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 5 th 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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25/10	Reports
25/10.1	Avon and Somerset Constabulary – The latest newsletter had been forwarded to members. It
25/10.2	was noted that PCSO Marlow was leaving soon. <u>Somerset Council</u> – The written reports received from Cllrs Davies and Woods had been
20/10.2	forwarded to members – noted
	Cllr Woods highlighted the upcoming closure of Junction 26 and the A38 link road, due to
	commence in June, expected to last for 14 weeks
25/10.3	Quantock Hills JAC – Cllr Philipson reported on the recent meeting, the main points covered
	were:
	 Targets & Outcome framework; SSSI around Weacombe was below standard and would
	be reviewed and reassessed.
	uplift in planning with more staff and enforcers in particular Agriculture buildings
25/10.4	 Farming and protected landscape funding renewed for coming year Local Community Network – Asked to look at resilience and best practise to have an emergence
25/10.4	plan in place. There was a drop-in session in Minehead which Cllr Philipson would attend. SID
	(speed indicator devices) would cost in the region of £2.5k - £3.5k. This could be considered for
	next budget setting
25/10.5	Local Plan Stage 1 – Cllr Philipson had attended a explore phase workshop at Deane House
	which had focussed on planning, noting 60,000 homes in 15 years was the target for Somerset.
	The plan, when adopted, would cover until 2045; 33% of residents would be 65 or over by 2040
	and the need for infrastructure was highlighted, public transport, schools etc.
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25/11	Correspondence
25/11.1	It was resolved to note the contents of the correspondence log.
25/12	Finances
25/12.1	Current Financial Statement – The current account balance as of 07.05.2025, was £10,722.88,
_0,	which included ringfenced funds for the Defibrillator of £1,819.62.
	Consideration would be given to bank charges and online banking
25/12.2	Bank Reconciliation – it was agreed the Chairman would sign the reconciliation and was duly
	undertaken.
25/12.3	There were no invoices to be authorised.
	The grass cutting invoice would be requested before the next meeting
25/13	Planning
25/13.1	There had been no new applications
25/13.2	There had been no new decisions
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25/14	Insurance Renewal
	Quotations were being sought
25/15	Highway Matters
25/15.1	Corner of Luckes Lane – there had been another accident since the last meeting. Cllr Philipson
20/10.1	had spoken with officers at the recent LCN Highways meeting, who advised there was a
	problem with the contractors.
25/15.2	The Avenue – There had been no response from Highways, Cllr Philipson agreed to report
	online to Somerset Council
25/15.3	SID (Speed Indicator Device) - it was resolved to remove from the agenda until November
	Cllr Mote would report again the overgrown hedge on the A39
25/16	Parish Assembly
	As the date had not been submitted to Staple Diet, it was resolved to change the date to Wednesday 18 th June 2025. Leaflets would be delivered with the Staple Diet
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25/17	Audit for Year Ending 31 st 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
25/18	Village Defibrillator
25/18.1	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.
	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.
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
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
25/20	VE Day – Thursday 8 th May 2025
25/20	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
25/21	Volunteer Path Liaison Officer
23/21	Cllrs Robinson and Mote volunteered to undertake this role, further information would be sough and forwarded
25/22	Staple Diet
	Cllr Stamp volunteered to write the article for the next edition.
25/23	Matters for the next meeting
	Please advise the clerk if any arise
25/24	FUTURE MEETING DATES
	2 nd July 2025; 3 rd September 2025; 5 th November 2025
	The meeting closed at 8.35 pm