

**WEMBDON PARISH COUNCIL**

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**APCM**

**Minutes of a meeting of Wembdon Parish Council meeting** that was held at St Georges School Wembdon on **13<sup>th</sup> May 2013** that commenced at **7.30pm** when the following business was transacted'

**Present:** Councillors M Solomon (Chairman) Cllr J Riddle (Vice Chairman) Cllr A Reed, Cllr D Bingham, Cllr T Thake. Cllr N Harrison and Cllr L Burge  
Cllr J Jackson

There were 3 members of the public, and District Councillor A Bown.

*"Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal opportunities (race gender, sexual orientation, marital status and any disability) Crime disorder and Human Rights"*

**01/13: Election of Officers and Working Groups**

The Chairman stood down at the commencement of the meeting and the clerk sought nominations for the position of Chairman for the year 2013/14  
There was only one nomination

**02/13 Cllr M Solomon** was nominated and agreed to stand for the forthcoming year.

Proposed, Seconded and elected unanimously by the meeting

**03/13** Cllr Solomon resumed his position as chairman of the Parish Council

**Election of Vice Chairman**

**04/13 Nomination of Cllr J Riddle**

Proposed and seconded and unanimously elected to serve for the forthcoming year.

**Election of Planning Committee**

Signature of Chairman

**05/13** Nominations of Cllr J Woods ,Cllr N Harrison ( Chairman) Cllr L Burge Cllr T Thake and Cllr D Bingham

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Proposed and seconded and duly elected to serve as the planning committee for the forthcoming year.

### **Election of Finance Committee**

**06/13** Nominations of Cllr M Solomon( chairman) Cllr A Reed and Cllr L Burge and the Clerk.

**07/13** It was resolved not to fill the vacancy on this committee until a further meeting.

The above nominations were proposed and seconded and unanimously elected to serve for the forthcoming year.

### **Working Groups for the Parish Council**

**08/13** Footpaths and verges

Cllr N Harrison , Cllr J Jackson and Cllr T Thake

**09/13** Allotments

Cllr T Thayer and Cllr N Harrison ( administrative support clerk)

**10/13** Highways and speed watch

Cllr A Reed, Cllr J Jackson Cllr T Thayer Cllr J Woods and Cllr T Thake

**11/13** Playing fields and Commons

Cllr D Bingham, Cllr T Thake and Cllr J Jackson

**12/13** Communications

Cllr D Bingham, Cllr J Jackson and Cllr T Thayer

**13/13** All of the working groups were proposed, seconded and elected to serve unanimously for the forthcoming year.

### **Additional responsibilities**

**14/13** Liaison with the Village Hall Trust

Cllr J Jackson

**15/13** Quantock Cluster Representative

Cllr A Reed

**16/13** Land Group

Cllr M Solomon, Cllr T Thayer and Cllr N Harrison

Signature of Chairman

### **17/13 Staffing**

Cllr M Solomon, Cllr L Burge, Cllr N Harrison, and Cllr A Reed

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### **18/13 Hinkley / Transport Forum**

Cllr A Reed

**19/13** All of the above additional groups were proposed, seconded and unanimously elected to serve for the forthcoming year

**20/13:** Apologies received from Cllr T Thayer the apology was accepted by the meeting

**21/13:** To Receive any declarations of interest. There were no declarations at this meeting

**22/13:** Confirmation of the minutes of the meeting held at St Georges School 8<sup>th</sup> April 2013 these were accepted unanimously as a true reflection of the meeting.

### **Working Groups Reports**

#### **Footpaths and Land**

**23/13:** It was pointed out that Andrew Sutton the current contractor has made a positive difference to the general look of field and verges and the Parish Council are pleased with the outcome

**24/13:** Andy Stevenson of the County highways and footpaths is sending an up to date digital map of the footpaths in Wembdon.

**25/13:** Following problems with road deterioration and minor flooding in areas. Cllr Harrison and Cllr Reed have walked around the Perry Green area and have also had contact with Lawrence Hackling of the County team. A drain problem has been identified as being the responsibility of the County but the verge on the asphalt side of the ditch is not their responsibility. It was decided in the first instance to place an article in the Parish Paper regarding land owners responsibilities for land and verges on their property. Ultimately the Parish Council will write to known owners of land where a problem exists Cllr Harrison and Cllr Reed will liaise on these matters

**26/13: Additional Dog Bins:** It has been agreed that this matter be moved on as a matter of some urgency and Cllr Thayer and Clerk will liaise on the matter prior to next meeting

#### **Highways and Speed watch.**

Signature of Chairman

**27/13:** Residents in Downhall Drive to receive a letter from the Parish Council regarding a drain issue at the bottom of Downhall

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**28/13:** Efforts to get more Volunteers for Speed Watch is ongoing Cllrs agreed to volunteer to work with members of speed watch team to help increase participation and to join the team on regular occasions

**29/13** A suggestion to ask County for 30mph Repeater Signs on the NDR is unlikely to be supported as the matter has been raised previously and the County view is that the Lit up nature and positioning of street lights is indicative of the speed limits.

**29/13: Action Points:** ( a ) A Further request for volunteers Parish Paper  
( b ) Letter to residents Downhall Drive

### **Playing Fields**

**30/13** It was agreed to appoint GB Sports to carry out the annual inspection at a rate of £66.00. The issues that need looking at particularly are Surface issues, the older children's swings / Chains and the seating on the baby swings. It was agreed that we should request a quote any remediation the work from GB Sports. It was generally agreed that the playing fields are looking tidy.

### **Allotments.**

**31/13:** Quotes have been requested for new fencing with 9 gates. Also a query on Contractor Andrew Sutton's Schedule of work. The track to the allotments may be included on this contract but if not a Give a Morning is suggested to deal with it. John Simpson is prepared to rotivate the plots that need it, prior to renting to new tenants

**32/13:** The allotments are now all let for the current year and all invoices and agreements have been sent to new holders

### **Communications.**

**33/13: Website:** This new site is now live but there is still some populating of data needed and also the transfer checks on data from current site.

**Action Point:** Cllrs Bingham and Thayer to organise a plan to ensure that this is completed as swiftly as possible

Signature of Chairman

**34/13: Newsletter:** Edition 7 now fully distributed and has been very well received however Cllr Jackson pointed out an error regarding the Cottage Inn which was not burnt down as suggested in the article rather that it

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was dismantled brick by brick apology offered and to be corrected in the next edition

### Correspondence Items

**35/13:** Election results from County Elections ( Information)

**36/13:** GB Sports monthly report for April

**37/13:** Quantock Cluster Agenda

### Finance and to Agree Payments

**38/13:** Payments

Clerks Salary for May 2013 £400.40

Tax / Ni Payments for May 2013 £100.00

GB Sports March Invoice April £ 18.00

Parish Centre Hire £ 59.50

Andrew Sutton Contract Feb/March / April £ 994.00

SCC Room Hire £ 235.20

Parish Magazine Printing Edition 7 £ 375.00

Parish Council .Net website fee 2012/13 £ 200.00

Richard Young internal auditor 2012/13 £ 20.00

Parrett Drainage Board Rate 2013/14 £ 5.21

Zurich Insurance premium 2013/14 3year Fix £ 684.24

**39/13:** Resolution to approve Insurance premium

**40/13:** It was resolved to approve the above Payments

**41/13:** The annual accounts previously circulated were approved and duly signed in the presence of the meeting by Cllr M Solomon

**42/13:** The External audit document was agreed and signed by the Chairman Cllr M Solomon

### Planning Committee

The Planning committee meet immediately after this meeting

### Matters of Consideration

**43/13:** No matters relating to Village Hall Trust

Signature of Chairman

**44/13:** Quotes for New Notice boards received from Glasdon and Green Barnes. The quote from Glasdon of Post Mounted board for both the new sites of the village green and the junction of Trinity Way and Homberg way was accepted as **£ 692.06** + Vat.per unit. Quotes for installation of the units will be sought with D Sampson. Once the new boards are in place

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then the two smaller units at Wembdon Hill and the Parish centre will be removed and one transferred to Allotment site.

**45/13:** A neighbourhood plan initial meeting will be held on 15<sup>th</sup> May to consider the various options and costs involved in preparing a Neighbourhood plan. Amanda Goddard of SDC will become involved at a later date if a decision is taken to proceed.

### **Matters of report**

#### **Agenda Items for June 2013 none reported**

**The meeting ended at 9.pm** and the next meeting on May 13<sup>th</sup> 2013 in St Georges School Wembdon at 7.30pm.

Signature of Chairman