

## WEMBDON PARISH COUNCIL

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**Minutes of a meeting of Wembdon Parish Council** held at St George's School Wembdon on 15<sup>th</sup> May 2017 that commenced at 7.30pm when the following business was transacted

**Present:** Cllr M Solomon (Chairman), Cllr D Gliddon, Cllr J. Hall, Cllr J Jackson, Cllr A Reed, Cllr J Riddle, Cllr T Travis, Cllr R Webber and Cllr J Woods.

**Parish Clerk:** Tony Jay      **Police:** None

**17.17 To elect a Chairman of the Parish Council for 2017/18.**

Cllr J Riddle chaired this item.

**Resolved:** To appoint Mike Solomon as Chairman

**The resolution was properly proposed and seconded (6 in favour, 1 abstention)**

**18.17 To request the Chairman to sign a declaration of acceptance of office.**

The Chairman signed the declaration of office.

**19.17 To receive the Chairman's welcome to the meeting.**

The Chairman welcome everyone to the meeting.

**20.17 To elect a Vice-Chairman of the Parish Council for 2017/18.**

**Resolved:** To appoint Neil Harrison as Vice Chairman

**The resolution was properly proposed and seconded (Unanimous)**

**21.17 To request the Vice-Chairman to sign a declaration of acceptance of office.**

The Vice Chairman was not present. The Clerk will arrange for the declaration to be signed.

**22.17 To consider the co-option of new Parish Councillors.**

Proposers and seconders were invited for the first casual vacancy for a Parish Councillor to represent Wembdon Victoria Ward.

Signature of Chairman

**Resolved:** To co-opt Thomas Travis to the Parish Council

**The resolution was properly proposed and seconded (Unanimous)**

Cllr T Travis signed the declaration of office and joined the Council.

Proposers and seconders were invited for the second casual vacancy for a Parish Councillor to represent Wembdon Victoria Ward.

**Resolved:** To co-opt Jodene Hall to the Parish Council

**The resolution was properly proposed and seconded (7 in favour, 1 abstention)**

Cllr J Hall signed the declaration of office and joined the Council.

**23.17 To receive any apologies for absence**

Apologies were received from Cllr N Harrison.

**24.17 To receive declarations of any pecuniary, prejudicial or personal interests on items relating to this agenda.**

No declarations were received.

**25.17 To appoint members to serve on the following committees and working groups: Planning; Finance and General Purposes; Footpaths and Verges; Highways; Playing Fields; Allotments; Communications; Parish Paper; Wembdon Parkland; SID, Speedwatch, Traffic Management.**

**Resolved:** To appoint the following committees and working groups (Cllr initials, leader in bold):

Planning:	<b>NH</b> ; DG; JW; RW
Finance and General Purposes:	<b>MS</b> ; NH; AR; JR; JW
Footpaths and Verges:	<b>RW</b> ; DG
Highways:	<b>RW</b> ; AR; NH
Playing Fields:	<b>MS</b> ; JJ; JR
Allotments:	<b>NH</b> ; JW
Communications:	<b>DG</b> ; JW
Parish Paper:	<b>JJ</b> ; AR
Wembdon Parkland:	<b>MS</b> ; JW; NH
SID, Speedwatch, Traffic Management:	<b>MH</b> ; NH; DG; JJ

**The proposal was properly proposed and seconded (Unanimous)**

**26.17 To appoint members to serve on the following liaison groups: EDF/Hinkley Point; Quantock Cluster Group; Bridgwater Cluster Group; St. Georges School Traffic Team; Neighbourhood Plan and Village Hall Trustee.**

**Resolved:** To appoint the following representatives:

EDF/Hinkley Point liaison team	Anne Reed
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Signature of Chairman

Quantock Cluster Group	Anne Reed, Jo Jackson
Bridgwater Cluster Group	Julia Riddle
St. George's School Traffic Planning Team	Julia Riddle
Neighbourhood Plan	Anne Reed, Neil Harrison
Village Hall Trustee	Neil Harrison

**The proposal was properly proposed and seconded (Unanimous)**

**27.17 To approve as a correct record the minutes of the meeting of the Parish Council held on 24th April 2017.**

**Resolved:** To approve the minutes as a correct record.

**The resolution was properly proposed and seconded (6 in favour, 3 abstentions)**

**28.17 To approve the Annual Governance Statement for the year ending 31<sup>st</sup> March 2017 (s.1 of the Annual Return 2016/17)**

**Resolved:** To approve the Annual Governance Statement

**The resolution was properly proposed and seconded (7 in favour, 2 abstentions)**

**29.17 To approve the Annual Accounting Statements for the year ending 31<sup>st</sup> March 2017 (s.2 of the Annual Return 2016/17)**

**Resolved:** To approve the Annual Accounting Statements.

**The resolution was properly proposed and seconded (7 in favour, 2 abstentions)**

**30.17 To receive the Clerk's report.**

One of the residents of the properties 41 to 47 Church Road has written in with regards to the Council owned land with the potholes outside these properties. She would not like to buy this land, and would not be prepared to contribute to its maintenance. Two of the other residents had indicated that they would like to purchase the land for a small fee. Therefore there was not a unanimous decision from the residents.

A letter has been received from one of these residents detailing the history of this piece of land.

A Land Registry search has revealed that the ownership of the land had not as yet been registered.

A discussion took place regarding the future of this land, which will be added as an agenda item for the next Parish Council meeting.

A site meeting with County Highways has taken place regarding the possibility that they adopt the footpath on Wembdon Hill from approximately

Signature of Chairman

100m up from the Hollow Lane junction, down to approximately 50m below this junction. If the footpath was to be adopted by SCC then the potential for installing dropped kerbs became possible.

The Chairman outlined the procedures involved in this proposal, which would take a number of months. As an interim measure some tarmacked temporary dropped kerbs would be installed.

Cllr Hall gave her apologies and left the meeting at this point.

**31.17 To receive a Police report regarding crime reports and crime statistics.**

There was no Police presence and no report had been received.

**32.17 To receive a report from Cllr Webber on the Footpaths and Verges.**

The kissing gate on the Parrett Trial mentioned in minute 7.17 from the previous meeting was discussed. SCC has said that this is the responsibility of the landowner to repair. The meeting was told that the landowner is Mr Ian Walker who lives in Southwick Farm, Mark. The Clerk will pass this information to SCC.

**33.17 To receive a report on Highways and Speedwatch.**

The recent pothole repairs on Wembdon Rise were discussed. One pothole could be and was fully repaired, as the road did not need to be closed for this to happen. The other pothole repair will require that the road be closed for a period for a full repair to take place. This will be arranged; however in the meantime a temporary repair has taken place.

**34.17 To receive a report on the Playing Fields.**

The missing binoculars from the children's play area have been recovered. Sutcliffe (the installers) have been asked for two quotes. One for the materials required for us to do the work, and one for Sutcliffe to carry out the whole repair.

Cllr Webber said that he will see if he could carry out the repair, if the materials are purchased. The purchase of the necessary materials was approved.

**35.17 To receive a report from Cllr Harrison on the Allotments.**

SDC has been asked to empty the litter bin at the allotment.

**36.17 To receive a report from Cllr Jackson regarding communications.**

The next Parish paper will be published at the end of May or early June.

There should be more adverts in the next paper.

**37.17 To receive an update on the Village Green and Village Hall project from Cllr Solomon.**

Signature of Chairman

The official opening of the hall will be held on July 21<sup>st</sup>, where local dignitaries will be present to witness the official opening ceremony. The public opening of the hall will take place on July 22<sup>nd</sup> where many events will be taking place.

The hall is now in the possession of The Trust. Operational briefings are taking place, along with some snagging work.

Tables, chairs, kitchen equipment etc. will be arriving shortly.

The cricket club are already using the facilities. Many people have commented how lovely it is to see cricket being played on the Village Green, which creates a true village atmosphere. The junior football club have also begun playing matches.

The hall will be available for Parish Council meetings from early June onwards. The Clerk will inform the school that we will no longer need their facilities, and will thank them for letting the Parish Council rent their hall in the past.

**38.17 To consider possible actions by the Council to maintain and generally improve the “Wembdon Streetscene”.**

No actions were suggested.

**39.17 To consider whether there are the correct number of notice boards in the village.**

**Resolved:** To move the notice board that used to be on the Notaro estate to the Village Hall. This will be installed on posts. Also to move the small unused notice board on Wembdon Hill to the allotments, for allotment related matters to be displayed.

**The resolution was properly proposed and seconded (Unanimous)**

Cllrs Travis, Webber and Woods agreed to arrange for the Wembdon Hill notice board to be moved.

**40.17 To consider a request to install mobile goal posts, other play equipment and benches at the Village Green.**

This item was postponed to a future meeting.

**41.17 To review the following Parish Council policies: Standing Orders; Financial Regulations; the Asset Register; the Risk Schedule.**

**Resolved:** To approve the policies with a minor amendment to the asset register, the addition of the Speed Indicator Device.

**The resolution was properly proposed and seconded (Unanimous)**

**42.17 To approve the introduction of a Complaints Procedure; Grievance and Discipline Procedures, a Press and Media Policy and a Vexatious Correspondence and Complaints Policy.**

**The resolution was properly proposed and seconded (Unanimous)**

Signature of Chairman

**43.17 To consider changing the day of the monthly Parish Council meeting from the third Monday of each month to the second.**

It was agreed to change the date from the third Monday of the month to the second Monday, commencing September 2017.

**44.17 To consider the administration of the Parish Council's website**

A local resident has offered to revamp the Parish Council website for no charge. The Chairman will have exploratory discussions with him.

**45.17 To consider a financial update and to approve payments:**

(a) Statutory Payments as per agreement under minute no 324/13

(b) Non Statutory Payments List:

Cheque no	Payee	Detail	Amount
300638	Richard Young	Internal audit fees	£50.00
300639	St. George's Centre	Room hire	£8.00
300640	Zurich Municipal	Insurance	£688.99
300641	Land Registry	Land registry search fees	£47.94
300642	P. Taylor	PDF merging software	£20.00

A budget update sheet had been pre circulated to members

**Resolved:** To approve the statutory and non-statutory payments.

**The resolution was properly proposed and seconded (Unanimous)**

**46.17 To consider matters of report:**

(a) Agenda items for the next meeting

Cllr Reed will provide an update from her attendance at recent EDF / Hinckley Point meetings.

(b) Chairman

No matters to report

(c) Clerk

No matters to report

(d) Members

There is still debris on the corner at Wembdon Rise / Wembdon Hill. District Cllr Dyer had said that he would arrange for this to be removed. The Clerk will remind Cllr Dyer of this.

Signature of Chairman

The trees are overhanging the road at the Wembdon Rise / Church Road junction, which causes a visual obstruction for motorists. Cllr Webber said that he would inspect this, and inform the Clerk what action needs to be taken. The Clerk said that he would need the address of the property in question in order to write to the owner.

Cllr Jackson thanked all of the visiting speakers at the Annual Parish Meeting, who gave very interesting presentations.

Councillors thanked Cllr Jackson for organising an excellent Annual Parish Meeting.

**47.17 Date of next meeting:** 19<sup>th</sup> June at the new Wembdon Village Hall.

The meeting closed at 9.12pm

Signature of Chairman