

DUNSTER PARISH COUNCIL

MINUTES OF MEETING HELD MONDAY 15TH JANUARY 2018 7.00 P.M.
TITHE BARN, DUNSTER

PRESENT: D Challoner (Chair), G Ebborn (Vice-Chair), C Oliver, A Bevan, G Lamacraft, A Vicary, G Witherford, G Dibble, A Webber, C Ell, D Stanyon (Clerk)

Cllr Lawrence (SCC), P Pilkington (WSDC), 1 member of the public.

APOLOGIES: J Halbert has tendered his resignation as Parish Councillor. Clerk will start the Casual Vacancy process.

MINUTES OF LAST MEETING: The Minutes from the meeting held on 11th December 2017 were signed as a correct record. Proposed G Dibble, seconded C Ell. RESOLVED

DECLARATIONS OF INTEREST: None

DISPENSATIONS: None

PUBLIC QUESTIONS TIME: No comments

REPORTS:

Cllr Lawrence has been provided with a "tablet" which means that she has gone paper free which will result in savings. Balancing the SCC finances is proving challenging and the Council Tax **may** be increased to meeting increasing pressures. There are plans to build new schools, including 3 autistic Units, 2 placed near Taunton and 1 in Yeovil.

Cllr Lawrence reported that works to the wall to the entrance to Marsh Gardens is nearly complete.

The pavement to the A39 is still planned to be done. Cllr Lawrence will keep the pressure on with Alan Jones SCC, but costings still have to be done.

MATTERS ARISING:

Dunster Steep Toilets. D Challoner reported that a gentleman was trapped and the emergency phone number went to voice mail. The gentleman was released by D Challoner and A Vicary. The Clerk will check the emergency phone, top up and D Challoner will ensure that the phone is used, and also provide The Lunch Box (who hold the emergency phone) with a full list of Councillor contact details.

There are 2 broken toilet seats in the Ladies and D Challoner will purchase 2 cheap replacement seats and fit.

The broken fence outside the toilets is still awaiting repair. WSDC are currently investigating ownership of the fence. Clerk to chase.

- a. Electrical Lighting update: 2 quotes have now been received from G A Sully £ 638.00 plus VAT and Chris Webber Electrical £ 500.00 (plus £60.00 VAT). G A Sully also submitted a cheaper option to fit timeclocks instead of LED lights with sensors (586.00 plus VAT). Other local electricians were approached to quote but declined. The Clerk pointed out that there was not a budget set for this amount and it was agreed that the costs can be taken from the reserve account if necessary.

It was discussed and agreed to proceed with the installing the lighting, with an outside sensor light being added outside the Gents toilet for H & S purposes. Proposed G Lamacraft, seconded C Oliver. 6 Councillors voted for the proposal, 3 against. RESOLVED.

It was discussed and agreed to instruct Chris Webber Electrical to carry out the works.

Proposed C Ell, seconded C Oliver. RESOLVED. Clerk will instruct C Webber.

- b. Retail Unit Update: 2 Quotations have been received from G A Sully and Sons and Paul Radford Building Services. Sweetlands Builders were chased for their quotation but DPC has not received it. There were 2 specification options. Option one for a full refurbishment and option two for a basic refurbishment with a prospective tenant completing the final works themselves.

G A Sully Option 1 - £ 11828.00 plus VAT. Option 2 - £ 10453.00 plus VAT.
Paul Radford Option 1 - £15862.73 No VAT Option 2 - £8754.91 No VAT

The Management Agents Fee quotations and expected rents received from Chanin and Thomas, Webbers and Pointers were read out.

In brief-

Pointers anticipate an annual rent of £5,000.00 for a fully refurbished unit. £3,500 first year's rent for a partial refurb. Tenant Find service 75% of first month's rent plus VAT

Chanin and Thomas provided a detailed response. Anticipated annual rental £6,000 to be considered for a fully refurbished unit. Letting only basis 10% plus VAT of first year's rent. Fully managed service £300.00 plus VAT, with an ongoing fee of 10% plus VAT, of the rent.

Webbers anticipate an annual rent between £3,500 - £4,000.00. Fee for letting the property and advice 10% of one year's initial rent.

The Clerk expressed concerns regarding the financing of the Retail Unit project and requested that a full combined Finance and Retail Unit be held asap, in order to discuss in full and submit a report to the full council.

G Lamacraft proposed appointing Chanin and Thomas as they have proposed a higher rental income and to discuss all options available in term of finding a prospective tenant. Seconded G Witherford. RESOLVED. Clerk will advise Chanin and Thomas.

A meeting has been agreed for 24th January 2018, 2.30 p.m. for the Finance and retail Committee to meet. Clerk to see if David Lethaby is able to attend to provide advice and information.

VOA: G Lamacraft has completed the forms for a rateable valuation assessment for the Dunster Steep Toilets and the Retail Unit. A reply is anticipated within 12 weeks. Matter ongoing.

HIGHER MARSH FARM: This development is now complete. The road markings are very poor and new road markings are expected to be completed as soon as the development has been signed off. Clerk to contact SCC for confirmation.

The Pillbox has now been advertised for auction through Clive Emerson Property Auctioneers, with a guide price of £25 - £50,000. Cllr Pilkington will contact the Conservation officer WSDC, to ensure that any potential sale and development is kept within its listed building status.

LAND AT THE BALL: Matter ongoing. Waiting response from Land Registry

WEST STREET PAVEMENT- EAST SIDE: Cllr Lawrence has spoken to Mark Blisset and Alan Jones. They are waiting for a response from G Lamacraft, but he has not received any communications from them. He will check.

NT SIGN DUNSTER STATION: John Lax has sent the map to the signage company. Matter ongoing and to monitor.

DUNSTER PARISH BOUNDARY: Having looked at the costs and possible boundary changes in the future, it was decided not to pursue this. Clerk to inform Carhampton PC of DPC decision.

MILL GARDENS BARRIER: It was established that DPC installed the padlocks and ENP wish to know whether we would like padlocks fitted after the barriers have been widened. DPC does want padlocks fitted. Clerk to advise ENP.

VEHICLE PARKED CHURCH STREET: The local PCSO needs to have the vehicle registration and will refer this to the Parking Services Team. Registration number to be passed to the Clerk.

AGENDA ITEMS:

SEWERAGE PROBLEMS, STATION WORKS. A Vicary confirmed that Marsh House is also affected. He has been in contact with Wessex Water and they are planning putting a camera down the drains for further investigations. As raw sewerage was overflowing in the area on 25th December 2017, Cllr Pilkington will raise this issue with Environmental Health WSDC. Clerk to write to Wessex Water requesting further information and that DPC be kept informed of progress and plans to rectify the problem.

ALLOTMENTS: The Clerk advised that there are currently 6 people on the waiting list and currently K Sully is not able to mark out the plots, due to the conditions. The plots will be ready for cultivation by 1st April 2018. K Sully will be contacting prospective tenants and will advise the Clerk accordingly.

FINANCE:

A quote has been received from C J Lynch £385.00 plus VAT, to repair the potholes on the road to the Cemetery and Allotments. There are no other local contractors available to do this work.

It was proposed by C Ell, seconded by A Webber to accept the quotation. Clerk to instruct C J Lynch

The following expenditure was approved. Proposed G Ebborn, seconded A Vicary.

Chq 996	J & W Cleaning £585.90	Dec cleaning
Chq 997	SSE Electricity £203.89	Dunster Steep Toilet electricity. WSDC to be part invoiced
Chq 998	WSDC £ 5.00	Rent Playing Fields
Chq 999	N S & I £6843.45	Transfer to deposit account as per Dec meeting.

Proposed Expenditure.

A Vicary needs to order the hanging baskets immediately, from Bristol City Council, as they would be able to deliver with Minehead Town Council's order. The Clerk outlined the statutory requirements and DPC Financial regulations regarding placing an order and asked whether the Village Society would be kindly making a donation as in previous years. A Webber will advise the Clerk. A Vicary will find out more information on how many hanging baskets are required, how much they are, whether the Village Society can place an order directly via Minehead Town Council? A Vicary will contact Bristol City Council asap and advise the Clerk or the Chairman of the results.

CORRESPONDENCE: Was read out by the Chairman. List attached.

G Lamacraft will attend the Exmoor Consultative Forum meeting

G Ebborn proposed nominating Cllr Ell to be included in the draw to Buckingham Palace Tea Party nomination through Somerset Association of Local Councils. Clerk and G Ebborn to complete the application.

ITEMS ON REPORT:

G Witherford reported that there is still a few graves which need levelling, raising by D Williams.

G Witherford has reported the fly-tipping in Marsh Lane

G Witherford reported that Riverside Walk needs attention on both sides of the bridge as it's in a poor state. Clerk to report to Glenn Martin SCC

A Vicary has requested that the Riverside Walk be added to the contract for weed-spraying by Paul Storey as he can no longer purchase the spray. C Ell will contact Paul Storey for a quotation for 2 sprays per year and DPC to put a 3 year contract in place.

A Bevan enquired who is responsible for the upkeep of the ground on Dunster Steep. It needs tidying up. D Challoner and A Vicary will do this in the next 2 weeks.

C Ell asked for clarification of how many spaces the St George's School have for parking at the allotment, as allotment holders have been unable to park at times. Clerk to check and advise.

C Ell reported that a lot of 4 x 4's are parking on the opposite side of the Packhorse Bridge and is turning it into a quagmire. It is not known who owns the land. Clerk to write to all relevant parties with a view to DPC adopting the land, if no-one claims ownership.

D Challoner will speak with G Witherford regarding signage at the underpass.

D Challoner raised the correspondence regarding the DPC contribution towards Speed Indicator Devices. Cllr Lawrence advised that SCC are still in the process of deciding what exactly will be gathered and /or reported by installing SIDs and she will look into this and report back at the 4next meeting.

G Witherford was thanked for the organizing the Christmas Dinner, which was very successful.

Meeting closed at 9.15 p.m.

Signed.....

Date.....