

DUNSTER PARISH COUNCIL
MINUTES MONDAY 9TH OCTOBER 2017.
TITHE BARN, DUNSTER

Present: D Challoner (Chair), A Vicary, C Oliver, G Lamacraft, C Ell, G Dibble, G Witherford, A Webber, A Bevan.

P Pilkington (WSDC), 3 members of the public

Apologies: G Ebborn, J Halbert, C Lawrence (SCC)

Minutes of the Last Meeting: RESOLVED as an accurate record. Proposed G Dibble, seconded G Lamacraft

Declarations of Interest: None

Dispensations: None

Public Question Time: Mrs and Mrs Westlake expressed their concern regarding the lack of a pavement from the new Marsh Farm Development and the A39 and also regarding the lack of visibility at the junction with the new development and Station Road, Marsh Street because of the existing wall. The Chair explained that DPC is working with Cllr Lawrence regarding the pavement. The Clerk will write to Highways and Cllr Lawrence regarding the visibility at the junction. Mr Westlake also stated that Strongvox own the Pill Box, which will soon revert to be owned by the Castle Fields Estate Company. The Pill Box needs to be preserved as a unique and Historic Structure, and needs to be maintained and preserved, rather than just being fenced. Clerk and Cllr Pilkington to write to Strongvox.

Reports: Cllr Lawrence submitted a written report, the Chair read out the pertinent points. SCC and its Highways Contractor are using new equipment for resurfacing, which should be faster than the traditional patching gangs. The National Adoption Week launches on 16th October and will encourage people to consider adopting a child. Library Services, a consultation will be launched shortly to feed into a three year plan to redesign the service and place it on a sustainable financial footing for the long term future. Cllr Pilkington reported that WSDC have listed Park Street and Dunster Steep Car Parks as part of their Asset sales. If Dunster Parish Council wish to submit a representation, it can be submitted to him. Cllr Pilkington noticed that the lighting by the steps in Dunster Steep Car Park is not working. He was advised that he needs to contact Western Power.

Police Report- Circulated by email. 14 calls were made to the Police in September. Theft x1 (Hand bag from the village), Road related x2, Other agencies x1(environment agency), Abandoned 999 x3 (all same person), Concern for Welfare x3 (one includes the gentleman who had a heart attack on Dunster Steep), ASB x1 (quad bikes reported in on Dunster beach car park), RTC x1(Yarn market), Suspicious x2.

Matters Arising:

Dunster Steep Toilets

D Challoner asked whether DPC is intending keeping the toilets open and manned through Dunster by Candlelight? G Ebborn has asked for assistance from Dunster Tourism Forum and DPC is waiting for an answer.

There are new time and day Notices which have been displayed in the toilets

Reminders have been sent to all non-resident business owners requesting donations for the toilets.

- a. **Retail Unit.** G A Sully & Sons, will be completing the outstanding works in the retail unit in the next 2 weeks. There has been a query from ENP Planning Dept, regarding access to the proposed retail unit. G Lamacraft will advise the Clerk on the planned course of action. The lighting in the toilets are now on 24/7 for safety. 2

quotes have been received from Electricians to install sensor lighting, and a further 2 are due as the specification has been altered. G Dibble has obtained 2 estimates for potential income for letting the retail unit. Webbers guide is £5,000-£6,000 and Chanin and Thomas £6,000 - £7,000. Chanin and Thomas would be happy to work with DPC to find and manage the property. Quotes have been received to prepare the lease. Thorne Segar quoted a starting figure of £850.00 plus VAT and Risdon Hosegood have quoted £645.00 including VAT using a Law Society Standard in Part Lease. DPC will need to decide the length of the lease to be prepared. D Challoner proposed forming a sub-committee to deal with all aspects of the Retail Unit, with no delegated powers, but to report back to DPC in full in order for decisions to be made.

Sub-committee Members G Lamacraft, G Dibble, C Ell, D Stanyon (Clerk)

Proposed G Witherford, seconded C Oliver RESOLVED

- b. **Emergency Repairs Protocol.** Following advice from SALC, "It is never appropriate for an individual councillor, including the chairman, to authorise expenditure as this is prohibited by law but the clerk can act under delegated authority as an individual and can therefore incur expenditure on behalf of the council outside of a meeting, should he or she deem the matter to be urgent". Therefore the Financial regulations need to be amended. Clerk will amend the wording.
- c. The Clerk has obtained guidance from HMRC and VAT does not have to BE declared on the Dunster Steep Toilet income.

2. Higher Marsh Farm Development

CLlr Lawrence has completed the SIS application for further funding for the pavement.

3. Bremis Road Telephone Box: To date, no date have been provided by BT for the power to be disconnected.

4. Fencing on Land at The Ball: G Lamacraft queried whether rails/fencing was needed, or whether posts would be adequate? It was agreed to erect the posts, and add rails later if necessary. One quote has been received to erect the posts and 2 more quotes are needed. G Lamacraft will organise.

5. West Street pavement East Side: Dunster Working Group has not been able to proceed with the planned paving, despite all efforts, as information from SCC has not been forthcoming. DWG are meeting on 8th Nov 2017 and if there is not a positive response from SCC by that date DWG will have no choice but to consider abandoning all efforts to proceed with West Street cobbles repairs.

6. Packhorse Bridge Update: D Challoner will be in a position to report in more detail in November

7. N.T. Sign Dunster Station: No response has been forthcoming from the NT. Clerk will follow up again.

8. West Somerset College Farm: Following a request for information regarding the unit the Headteacher wrote to DPC advising that the resources on the site are still being used to provide teaching for some students and there are no definite long term plans for the site other than for the use of current classroom and greenhouse resources when and where appropriate to support the curriculum. Matter closed.

9. Forestry Commission, Nutcombe Bottom: A successful meeting was held with DPC Councillors and A Harris and N Salter of the Forestry Commission. All maintenance and repairs will continue as before.

10. Hole under wall in St George's Street: This has now been repaired by SCC. Matter closed.

11. Sign outside the Retail Unit, Dunster Steep: No response has been received from Mr A Brunt. C Oliver has spoken to him regarding the condition of the sign.

12. Christmas Dinner: The balance of the money, £22.00, to be paid to G Witherford by the end of October. Kevin Sully will be invited.

AGENDA ITEMS

13. Listed Building, Dunster. It was raised whether more properties in Dunster should be listed? Dunster is within a Conservation Area, except Hangers Way and West Close, and any planning issues should take this into account. Clerk to obtain a map of the conservation area and refer to this in all future planning applications.

14. Football Club, Pavilion Extension: Mr P Webber has written to DPC correcting incorrect information published in the May Minutes. The correction is as follows. Mr Webber is waiting for confirmation of the ownership of the land leased by DPC and if the new owners will let the pavilion be extended. DPC were looking in to this. The Football Club is the organization looking into the extension and they do not have any plans or planning permission and have not applied for any grant.

Accounts Report:

| | | |
|---------|------------------|--|
| Chq 962 | SSE Electricity | £122.39 (sub meter reading claimed back from WSDC) |
| Chq 963 | Spot on Supplies | £54.00 Toilet rolls |
| Chq 964 | Initial Rental | £92.30 (Dunster Steep toilets-includes a credit of £52.00) |
| Chq 965 | D Stanyon | £504.40 Sept salary and home working allowance |
| Chq 966 | D Stanyon | £24.99 ink cartridges |
| Chq 967 | J & W Cleaning | £594.00 Sept cleaning Toilets |
| Chq 968 | D Williams | £ 599.86 Aug and Sept grass cutting cemetery |
| Chq 969 | Grant Thornton | £270.00 External audit |
| Chq 970 | WSDC | £522.05 Rates Toilets (80% rate relief) |
| Chq 971 | SALC | £199.31 Annual membership |

Proposed A Vicary, seconded C Oliver RESOLVED

Budget Figures were circulated and approved.

Proposed G Witherford, seconded G Lamacraft RESOLVED

Correspondence:

St Margaret's Hospice request for a donation. It was agreed that as Dunster by Candlelight supports St Margaret's Hospice, that the village contributes adequately.

ENP Draft Exmoor National Park Partnership Plan 2018-2022. This was circulated and Councillors can make their representations if they wish to.

Items on report:

A Webber requested how often the grass is cut on Dunster Steep. It is cut twice/year.

G Witherford advised that D Williams will start to level the graves at the end of October

The Flag at Dunster Steep is looking worn and he will tidy it up.

A leaving function for K Sully will be held jointly with c Ell, who intends to leave DPC May 2018

The Pound, 39 West Street is now looking very untidy. Unfortunately as this was sold with the property DPC no longer has any influence over the condition of The Pound.

C Ell requested if any-one knew the owner of the Coach Road and Grabbist. Clerk will pass on the contact details for Lucy Back, Savills.

Yellow lines are possibly needed outside the Higher Marsh development and DPC have agreed to review this as soon as the whole development is completed.

G Lamacraft pointed out that temporary yellow lines between The Priory and Priory Thatch, which had been painted then blacked out are now showing through. Clerk to contact Highways to advise that they need blacking out again.

C Oliver had been asked about bike stands in the Village as a lot of bikes are being leaned against buildings and on windows. DPC has reviewed this in the past and the cost to install bike stands is prohibitive.

Clerk to look into the procedures for Parish Councils when the Queen dies.

D Challoner: Requested a list of any/all road signs which need clearing or cleaning to be provided for the November meeting, so the Clerk can write to Highways.

Dunster by Candlelight want to donate the village Christmas tree to DPC after Candlelight has ended. DPC Insurance will cover this, by the Clerk is still waiting for correspondence back from DbC to confirm that they will take full responsibility for removing the tree after the festive season. Matter ongoing.

There is a Clean-up of the perimeter of Dunster Marsh Playing Field on 4th November at 9.30 a.m.

The Yew Tree maintenance in the Old Cemetery is planned for 21st October.

Meeting closed 9.20 p.m.