

# DUNSTER PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD At DUNSTER TITHE BARN ON  
09<sup>th</sup> May 2023 7.00pm

## Attendees

**Councillors:** Geoff Dibble (Chair), Kevin Sully, Jackie Meakes, Carol Ell, Alan Vicary, Tony Melnyk, James Morley and Chris Oliver

**Clerk:** Mrs Sarah Towells

**Other:** Marcus Kravis (SC)

## Apologies

**Councillors:** Tessa Williams and Peter Finney

**Other:** Christine Lawrence (SC)

**23/01 Election of Chairman and receipt of acceptance to office:** Cllr Dibble was unanimously voted in as Chair and duly signed the acceptance to office.

**23/02 Declaration of acceptance to office of members:** All members present signed. Cllrs Williams and Finney would sign next month.

**23/03 To note apologies for absence:** As noted above.

**23/04 Any New Declarations of interest and dispensations:** Cllr Morley is a Trustee of the Village Hall; he will update Somerset Council with the details.

**23/05 Minutes of the Meeting held on 11<sup>th</sup> April 2023 for approval:** It was resolved to approve the minutes.

## **23/06 Appointment of Councillors to Committees/Groups/Representatives:**

23/06.1 Finance Committee: Cllrs Morley, Williams, Dibble and Finney were voted onto the Finance Committee.

23/06.2 Allotment Group: Cllrs Ell, Sully, Meakes and Dibble were voted onto the Allotment group.

23/06.3 Cemetery Group: Cllrs Oliver, Sully, Vicary and Meakes were voted onto the Cemetery group.

23/06.4 Planning Group: Cllrs Oliver, Vicary, Meakes and Finney were voted onto the Planning Group.

23/06.5 Buttercross Orchard: Cllrs Sully and Vicary were voted onto the Buttercross Orchard.

23/06.6 Climate Group: Cllrs Finney, Williams and Meakes were voted onto the Climate Group.

23/06.7 Personnel Committee: Cllrs Ell, Finney and Dibble were voted onto the Personnel Committee.

23/06.8 Grievance Committee: Cllrs Vicary, Meakes and Oliver were voted onto the grievance Committee.

23/06.9 Disciplinary Committee: Cllrs Melnyk, Sully and Morley were voted onto the Disciplinary Committee.

23/06.10 Dunster Working Group: Cllr Melnyk, Oliver and Ell were voted onto the Dunster Working Group.

## **23/07 Appointment of Councillors as representatives on outside bodies:**

23/07.1 Marsh Playing Field: Cllrs Vicary, Finney and Meakes were voted as representatives of the Marsh Playing Field.

23/07.2 Packhorse Playing Field: Cllrs Dibble and Ell were voted as representatives of the Packhorse Playing Field.

23/07.3 Village Hall: Cllr Morley was voted as the representative of the Village Hall.

**23/08 Agreeing to subscribe to outside bodies:** It was resolved to continue to subscribe to SLCC and SALC.

**23/09 Review of Standing Orders:** It was resolved to note no amendments were necessary and therefore the standing orders were adopted.

**23/10 Review of Code of Conduct:** It was resolved to note no amendments were necessary and therefore the Code of Conduct was adopted.

**23/11 Review of Financial Regulations:** It was resolved to note no amendments were necessary and therefore the Financial Regulations were adopted.

**23/12 Review of Risk management:** It was resolved to note no amendments were necessary, so it was resolved the Clerk and Chairman could sign the risk register.

**23/13 Somerset Councillor Report:** Cllr Kravis reported the transition to a unitary Council seems to have gone well. The policies from the five councils would be harmonised to produce just one. The licensing policy would be looked at first.

#### **23/14 Accounts**

23/14.1 Approval of expenditure: It was resolved to pay the payments on the attached list.

23/14.2 Current account expenditure analysis for April 2023: It was resolved to defer this to next month as the Clerk had not received a bank statement.

23/14.3 Bank reconciliation for April 2023: It was resolved to defer this to the next meeting.

23/14.4 Buttercross Orchard balance: The Clerk had received updated figures.

23/14.5 Budget Monitoring: It was resolved to defer this to the next meeting.

23/14.6 PAYE figures for April 2023: These were checked and signed by Cllr Meakes.

#### **23/15 Planning:**

SC	3/21/23/034	Butlins, Minehead TA24 5SH	Erection of temporary staff accommodation village comprising of snoozepods, common room units and associated landscaping for a period of 5 years	It was resolved no objections
ENP	6/10/23/011	Dunster castle, Dunster, TA24 6SL	Proposed installation of additional ticket machine to car park	It was resolved no objections

**23/16 Toilets:** The Clerk had asked Chapel Roofing to look at the roof.

**23/17 Cemetery:** There was nothing to report.

**23/18 Allotments:** A letter had been received from Wessex water regarding the taps at the allotment. It was resolved Cllr sully would deal with it.

#### **23/19 Correspondence:**

A request from a parishioner had been received to plant a memorial tree in or around the cemetery: It was resolved not to allow this.

Insurance renewal quote form BHIB: It was resolved to accept the quote.

#### **23/20 Highways:**

23/20.1 Old A39- Gate and post and rail fence:

23/20.2 Drainage on High Street:

23/20.3 Marsh Lane Street Sign and The Ball Street Sign:

23/20.4 Church Lynch Gate – Parking Bays:

23/20.5 Bridge at Knowle Lane:

23/20.6 Blocked drains on West Street:

23/20.7 Yellow box on West Street Requires painting:

23/20.8 Blocked Gully opposite 19 St Georges Street:

23/20.9 Trees at Dunster Steep need cutting back:

23/20.10 Man fell outside cobblestones:

23/20.11 Deep clean cobbles etc:

As there was no update or response from the Somerset Council it was resolved to send the above to Mike Rigby who is the portfolio holder.

**23/21 Additional Defibrillators:** It was resolved to note the primary school would like one outside of the school.

**23/22 Dunster Parking Review:** There was no update.

**23/23 Marsh Bridge – Riverbank Overgrown:** Cllr Vicary reported that the environment agency would no longer be able to conduct the works due to Health and Safety and would investigate hiring a contractor to do the work.

**23/24 Riverbank need clearing by the Mill:** Same as item 22/23.

**23/25 Village Hanging Baskets:** These would be arriving at the end of May.

**23/26 Village Planters:** It was resolved to ask Bish if these could be planted up.

**23/27 Parish Assembly:** Would be held next Tuesday in Tithe Barn at 7pm.

**23/28 Scaffolding opposite Luttrell Arms:** It was resolved to note that the County Council thought it would be better not to have traffic lights.

**23/29 Items to Report and matters for the next meeting to be held on Monday 12<sup>th</sup> June 2023:**

Five rotten posts on Sea Lane fencing around the river.

Cllr Finney reported that we missed out on funding for a water drinker.

Phone box on Park Street is looking very neglected and requires work.

Meeting closed 8.20 p.m.

Signed ..... Date.....