

DUNSTER PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD At DUNSTER TITHE BARN ON Monday 14th July
2025 7.00pm

Attendees

Councillors: Geoff Dibble (Chair), Carol Ell, Alan Vicary, Peter Finney, Tony Melnyk, Steve Harris and Chris Oliver

Clerk: Mrs Sarah Towells

Other: Annabel Braven

Apologies

Councillors: Kevin Sully, Matt Griffiths, Tessa Williams and James Morley

Other: Chrisine Lawrence (SC) and Marcus Kravis (SC)

Cllrs absent without apology: None

25/73 To note apologies for absence: As noted above.

25/74 Any New Declarations of interest and dispensations: There were none.

25/75 Minutes of the meeting held on 9th June 2025 for approval: It was resolved to approve the minutes.

25/76 Somerset Councillor Report: There was no report.

25/77 Accounts

25/77.1 Approval of expenditure: It was resolved to pay the payments on the attached list. No invoice had been received from Taun-Tech for the installation of the CCTV at a cost of £850 plus VAT but it was resolved the Clerk could pay this once she had the invoice.

25/77.2 Current account expenditure analysis for June 2025: It was resolved to note the figures, and Cllr Finney would sign these.

25/77.3 Bank reconciliation for June 2025: It was resolved to note the bank reconciliation which would be signed by Cllr Finney.

25/77.4 Budget Monitoring: It was resolved to note the budget monitoring which would be signed by Cllr Finney.

25/77.5 PAYE figures for June 2025: It was resolved to note these were correct and a payment of £61.94 would be sent to HMRC.

25/78 Planning:

25/78.1 To consider the following planning applications:

ENP	6/34/24/003	Proposed erection of replacement two storey rear extension (retrospective)	It was resolved there were no objections to this application
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25/79 Review of Asset Register: It was resolved to note the CCTV system would be added to the register.

25/80 Toilets: The Clerk reported the builder had put up the hanging baskets brackets at no charge to the Council. Work had started on the renovations of the two toilets so only one would be available for a couple of weeks.

25/80.1 Donation boxes: It was resolved to ask Allerford Forge to make the box.

25/80.2 CCTV – update: The Clerk reported the system had been installed and was working very well.

25/81 Cemetery:

25/81.1 Report from cemetery Group regarding Phase two of the works: The group explained that instead of using the entire field it was better to split it into 3 parts and do part one first. It was resolved to ask Chris Sully for a quote for the fencing around the first part of the new cemetery.

25/81.2 New gate cemetery 1: It was resolved to accept G A Sully & Sons quote for the new oak post at a cost of £378 plus VAT.

25/81.3 Metal entrance gate in cemetery 2: It was resolved to note no quotes had been received.

25/82 Allotments: The Clerk reported 3 letters had been sent to plot holders that were not keeping their plots in line with the tenancy agreement. Two had made improvements and the other had given up the plot leaving 4 vacant plots. It was resolved to put vacant plot availability into the parish Magazine.

25/83 Buttercross Orchard: Cllr Harris reported the whole Orchard had been strimmed.

25/84 Riverside Walk: Cllr Vicary reported that both signs had broken. It was resolved to order replacements.

25/85 Correspondence:

25/85.1 Email – APPG call for evidence on access to nature – an opportunity to stop off roading. It was resolved to return the survey supporting this.

25/86 Review of Risk Register: It was resolved to note there were no updates.

25/87 Highways:

25/87.1 Light on priory Green: The Clerk reported she had spent several hours trying to sort this, by email, text and telephone and was informed it would be looked into. It was resolved to remove this item from the agenda.

25/88 Community/Neighbourhood plan/Top 5 priorities: It was resolved to note the group had not met so there was no update.

25/89 Consider quotes for changing to ‘. gov.uk’ website and emails: It was resolved to defer this item to the next meeting.

25/90 Elect a Vice Chair: It was resolved to defer his to the next meeting.

25/91 VE Day: It was resolved to grant £250.00 to the Village Society to support the event.

25/92 Memorial Hall: It was resolved to defer this to the next meeting.

25/93 Tithe Barn Rent: It was resolved to ask the Tithe Barn to invoice The Parish Council £500.00 a year for room hire to run from 1st April to 31st March each year.

25/94 River rats: - Agree Succession Plan: Cllr Finney would put the details together and the Clerk would then produce an advert and job specification to be approved by Full Council and then filed until it was required.

25/95 Defibs: It was resolved the Clerk would look at the British Heart Foundation and report back to the next meeting. It was resolved two more were required down Dunster marsh and one near Park Street.

25/96 Defib training: It was resolved to hold a session in the Tithe Barn on 17th September, time to be agreed with the trainer.

25/97 Report from LCN Transport meeting: Cllr Finney attended the meeting and reported the following: New appointment announced - Neil McWilliams Area Highways Manager for West Part of the County.

The Report It Function is monitored by Duty Officers. Schedule number given for each Report giving easy tracking and follow up. Stressed that this system is used.

Knowle Lane patching work commencing 14th July due for completion 25th July. More widespread Surface dressing being scheduled for commencement in September.

Meeting held with Dunster Estate and Brenda Maitland Walker (chair for LCN) to discuss unrealistic requirements for the continued cycle/pedestrian route for Dunster to Carhampton for the proposed path width of 3 metres with a verge width of 2 metres. Dunster Estate considering proposals. Proposed speed limit changes for A39 Dunster to Carhampton, namely 60mph reduced to 50mph and a 40mph lead into the 30mph zone.

Completion of cycle route from Marsh Lane to Dunster. Voiced appreciation for the vastly improved traffic management in place during this time and timely completion.

Parking review to be undertaken this year including Sunday charging.

I reported Damage to buildings through speeding and heavy vehicle traffic going through Dunster.

Suggested that we should attend the Exmoor LCN and raise it with ENPA.

Expressed debris and mess going through A39 underpass.

New IT system being trialled pre-launch. This will be available to all Parish Councils and allow for a track of Highway activity, where, and completion status. Short overview given and could be a useful tool to use.

25/98 Bus Shelters: Andy Cooper would repair the bus shelters using the planks saved from the old bus shelter.

25/99 Items to Report:

The yellow lines desperately need repainting on Church Street.

The wall on the left-hand side of St Georges Street has trees growing in it and is covered in ivy.

The holes in the kerb used to drain water are completely blocked along the A39 on the left-hand side going into Minehead.

25/100 Matters for the next meeting to be held on Monday 11th August 2025:

Elect a Vice Chair

Memorial Hall

Defib update

SID's

25/101 Close Meeting: The chairman declared the meeting closed 20.55 p.m.

Signed Date.....