

WEST CREWKERNE PARISH COUNCIL

Incorporating Clapton, Hewish, Woolminstone, Roundham & Henley Manor

Minutes of the Ordinary Council Meeting held

Present: Cllrs J. Borland, C. Broom, J. Archer, and J. Holt.

Also in attendance were County Councillors Steve Ashton and Mike Best, one member of the public and Clerk to the Council R. Richards

258 Members to receive apologies for absence and to approve the reasons given

No apologies as all Councillors are present

259 To receive any Declarations of Interest (pecuniary or non-statutory Interests)

Cllrs Borland and Broom both declared a personal interest in Item 263

260 Open Forum including Somerset Councillors Reports

Members of the public can ask questions of, raise concerns, or make comments regarding the Parish Council. A speaker in the Open Forum may only represent his, her or their own point of view and shall not speak for more than 3 minutes. Issues raised may be referred to the Clerk to respond to within 10 working days or listed on a subsequent agenda.

261 Approve the Minutes of the Ordinary Council Meeting held 26th September 2024

Resolved: Members approved the Minutes of the meeting held 26th September 2024

Proposed: Cllrs Borland **Seconded:** Cllr Archer **Vote:** 4-0-0

262 Outstanding Items Update

- a) Update on the SID Funding – Still awaiting the cheque
- b) Update on the bank signatory application – Nat West now have all the relevant information. Cllr Borland is following this up.
- c) Update on SALC's Health and Wellbeing Programme and grant opportunities – One person in the area has shown interest and applied to Wayford Parish Council

263 Planning Matters

West Crewkerne Parish Council is a Statutory Consultee for Planning Applications and as such does not make the final decision on any application. Any decisions and comments made by the Parish Council will be reported to the Planning Officer. Somerset Council is the Planning Authority and will issue the final decision notice.

- a) Members to resolve Applications received:
 - Application Reference: 24/02171/FUL
 - Applicant: Mr And Mrs Simon Barrett
 - Location: Higher Bridge Farm Axe Road Drimpton Beaminster Dorset DT8 3RJ
 - Proposal: Construction of a No. 7 Bay Portal Framed Farm Building for the Accommodation of Livestock
 - Observations required by: 3rd December 2024

No resolution was reached as two councillors had declared an interest meaning the council was not quorate.

- b) Applications Decisions received: None
- c) Applications Awaiting Decision: None

264 Finance

Proposals:

- a) Members to note the November schedule of payments and approve the last two months bank reconciliations

Resolved: Members noted the payment schedule and approved the bank reconciliations for September and October **Proposed:** Cllr Borland **Seconded:** Cllr Broom **Vote:** 4-0-0

265 Document Review

Proposal: Members to review and adopt the following policies:

- a) Disciplinary Procedures
- b) Grievance Procedure
- c) Dignity At Work
- d) Homeworking Policy

Resolved: Members reviewed and adopted all four policies

Proposed: Cllr Archer **Seconded:** Cllr Broom **Vote:** 4-0-0

266 Report from the Joint Burial Committee

The following report was provided by Julia Borland, Vice Chair Joint Burial Committee

The cemetery is subject to vagaries of the weather and during the past fortnight the snow, albeit only being around for a couple of days, weighed heavily on two branches of the large healthy Cedar tree causing two of the limbs to break. These have now been removed. However, Storm Bert with its very strong winds and heavy rain would appear to have had no adverse effect. At the September meeting quotes were discussed and agreed for path improvements. This work would be fully covered by the earmarked reserves for cemetery paths. Also discussed was the cemetery maintenance contract for 2025. Progress towards the unveiling of the Spitfire memorial plaque in March 2025 is nearing completion. There would be a short daytime ceremony followed by refreshments; this will be to coincide with the visit of the pilot F D Schofield's son to the UK. At a recent tour of the cemetery grounds, it was noted that there seemed to be proliferous memorial benches throughout the grounds. Some appear to have been placed there without any discussion or agreement. A policy is in the process of being drafted for memorial benches and trees. The next meeting of the Joint Committee is on Tuesday 3rd December at 18.45pm in the Town Council Chamber.

267 Highways Matters and Flooding Issues

The cause of increased instances of flooding along the Cathole Bridge Road to Roundham was discussed in full as were the gullies and drains from Hewish crossroads through to the junction of Dunsham Lane with Clapton. Several suggestions were made on how to alleviate the flooding including; writing to the land owner asking them to clear ditches, paying for an additional drain and gully cleaning (if funds allow) and speaking to the Environment Agency about making improvements to the river

268 Public Rights of Way – Nothing to report

269 Clerk's Report and Correspondence –

- Email sent to Highways regarding the recent flooding at Cathole Bridge Lane and through Clapton
- Polite reminder sent to the Police Community Trust in regards to the agreed SID funding. They responded that the cheque was in the process of being countersigned and should be with us shortly

Confidential Items

Proposal: Under Standing Orders 3d and 10xi the Parish Council resolves that in view of the confidential nature of the business to be transacted (legal, personal, or commercial), the press and public be excluded and they are instructed to withdraw.

270 NJC 2024/25 Pay Agreement to be discussed and new salary agreed for the Clerk

Resolved: Members agreed to increase the Clerks salary to reflect SCP 18 backdated to 1st April 2024

Proposed: Cllr Borland **Seconded:** Cllr Archer **Vote:** 4-0-0

271 Date of Next Meeting: 23rd January 2025

Meeting ended at: 8.00pm