

EXMOOR PARISH COUNCIL DRAFT MEETING MINUTES

Thursday 30th March 2023 7.30pm at The Old School, Simonsbath

Present: Parish Councillors – F Schott (Chair), T Gowlland TG, A Chapman AC, J Wright JW, C O'Connor CO, County Cllr F Nicholson FN, District & County Cllr S Pugsley SP (for part of meeting), Clerk R Tomalin. **Members of the Public:** none

The meeting started at 7.34pm.

23/23 Questions from the public: None

24/23 Apologies for Absence: SP will join later

25/23 Declarations of notifiable interest: None

26/23 Approval of the Minutes of the last meeting held on 26/01/2023 and the Emergency Planning Meeting held on 16/02/23 These were proposed by Chair and seconded by AC as a true and correct record of what took place and all agreed; the Chair signed the minutes.

27/23 Matters arising from the minutes of 26/01/2023 & 16/02/23: none

28/23 District and County Council reports: The scope and interests of the existing Exmoor Panel will need to be widened when it is reconstituted as the Exmoor LCN. Members will need to be Cllrs as they will need to speak for and make decisions on behalf of their Parish Council, however Clerks will be welcome. Membership may be extended to local community groups, for example Exmoor Young Voices, Exmoor Hill Farming Network, the voluntary & education sectors. The final Panel meeting will be held on Tuesday 25th April.

ENPA has undertaken a Governance Review and will recommend at the next Authority meeting that they will meet bi-monthly rather than most months, this will also mean the Planning Committee may move to bi-monthly meetings. The election of Parish representatives to ENPA will take place in May/June, the process is being run by SALC. Nominations are due by 25th May, hustings take place on 31st May and ballot papers need to be returned between 1st & 14th June. In order to be able to discuss the nominations and complete the ballot paper Cllrs agreed to move the May meeting back by one week to 1st June.

29/23 Planning: (i) Simonsbath Conservation Area proposal – a paper has been submitted to the ENPA meeting next week proposing both Simonsbath and Winsford are designated as conservation areas. The Cllrs discussed the best way to respond and agreed a strong presence at the meeting would be preferable. Chair will speak on behalf of the PC and statements from local businesses and residents will be read out. It was noted that due to short notice and confusion over the process for speaking many parishioners would not be able to attend. The Cllrs have and will continue to contact parishioners prior to the meeting to make sure that opinions have not changed (ii) Winstitchen Mast proposal - the existing application for a mast at Winstitchen Cross has been withdrawn, however a new application is expected at Cloven Rocks. Cllrs have already received concerns from parishioners about the very close proximity to residential dwellings and utilities, as well as the impact on the bats which live in the woods. No formal application to ENPA has been made as yet and no pre-consultation information received by the PC. The Cllrs noted that the applicant had not acknowledged or answered any of the points raised by the PC in its prior pre-consultation engagement.

30/23 Finance Report: (i) Bank Reconciliation – current balance £8,712.48 - cheques cleared since last meeting: Chq 297 £209.60 R Tomalin, Chq 298 £48 HMRC PAYE, Chq 299 £200 Exmoor News (ii) Invoices for March meeting – Reimbursement of Leaving Gifts **Cllr Gowlland Chq 300 £41.85**, Clerks

pay and expenses Jan – Mar 23 **R Tomalin Chq 301 £209.60**, PAYE Jan - Mar **HMRC Chq 302 £48.00** – all APPROVED (iii) Bank Mandate – Clerk has now been added to the bank mandate as an authorised signatory. The Cllrs reviewed the list of authorised signatories and agreed that Alan Vigars and Trudie Hawkins should be removed. The minutes will need to be signed at the next meeting before Clerk can submit the necessary forms. TG should also be added as per previous discussions, Clerk to check whether this has been completed or whether a new request needs to be submitted (iv) Online Banking with Natwest – Clerk reported that Natwest are now offering an online banking facility which allows two signatories to authorise a payment. One sets up the payment and the second reviews and submits it. Cllrs agreed the Clerk could proceed with the online banking application (v) Hire of WRC by PC – the PC has been using WRC for meetings since it has been refurbished, no hire charges have been paid as the PC made a donation to S&EHT some time ago. Clerk explained village hall hire was a normal expense for a PC. Cllrs agreed to pay a hire charge of £20 per meeting starting from 1st April 2023 (vi) Purchase of Defib & Cabinet – Clerk explained that she could no longer find the cabinet which ran from a 9V battery, all cabinets required mains electric, so she must have been mistaken. Chair to enquire whether the cabinet can be added to the power supply for the light over the noticeboard.

CO left the meeting at 8.30pm.

31/23 Highways: Some of the potholes on the South Molton road have been fixed but there is still one at the top. The road outside Rose Cottage still needs repairing, Clerk to report again. The young sycamore trees growing along the bank and out of the bridge need urgent attention. The trees along the South Molton road need trimming, Cllrs believe these are on ENPA owned land which is rented out. Clerk to contact ENPA in the first instance.

SP joined the meeting at 8.33pm.

Jobs for the Highways Steward include the gully at Goat Lane on the Challacombe road and the bushes at Exehead Gate & Brendon Two Gates. A green van has also been abandoned at Kinsford Gate – FN/SP to make enquiries as to where this should be reported.

32/23 Village parking Updates on parking in the village – no further updates from the Small Improvement Scheme (SIS) have been received. Cllrs noted that the sawmill car park is still being used by the contractor to park his vehicles. Chair has a meeting with Rob Wilson-North tomorrow, so hopefully there may be news.

33/23 Parish Maintenance – (i) Defib Update – see **30/23** (ii) Maintenance Day – Cllrs noted that the road signs had been cleaned, but not sure by who, possibly the Highways Steward. The phone box could do with some maintenance and there is a lot of leaf build up. The 8th May is Volunteering Day, so a village tidy up may be appropriate.

34/23 Coronation Celebration Plans – the current plan is for the inn to show the coronation on the Saturday. Communal lunch (bring a dish) will be at WRC on the Sunday with village games, cake & crown competitions.

35/23 Correspondence – all correspondence has been forwarded to Cllrs. (i) Neighbourhood Watch – Cllrs will see if anyone is interested in setting up a group in the parish (ii) Citizens Advice – Clerk explained that the local CAB have offered to come to talk to the PC, however Cllrs thought the Exmoor Panel may be a better option as they will reach a wider audience. (iii) West Somerset Flood Group May meeting – AC offered to attend the meeting on May 24th at Winsford

36/23 Report from Simonsbath & Exmoor Heritage Trust – no further update regarding the National Lottery bid, however Chair is meeting with RWN tomorrow.

37/23 Report from other groups including Exmoor Panel, Exmoor Consultative Forum, Henry Leigh Trust, Bus Forum: Exmoor Panel discussed under **28/23**. The March Consultative Forum was cancelled and the format of this meeting is being reviewed by ENPA. The closing date for the next application round for HLT is 31 March.

38/23 Chairman’s Notices – none

39/23 Items for next Agenda – Audit, Code of Conduct, Standing Orders, GDPR, Aims & Objectives, Financial Regulations. The “May” meeting will include the Annual Parish Meeting and the Annual Meeting of the Parish Council

40/23 Date and time of next meeting: Thursday 1st June 2023

There being no further business the Chair closed the meeting at 9.28pm

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