

## **EXMOOR PARISH COUNCIL DRAFT MEETING MINUTES**

### **Thursday 31<sup>st</sup> July 2025 7.30pm at The Old School, Simonsbath**

**Present:** Parish Councillors – F Schott (Chair), J Wright JW, R Fisher RF, Somerset Cllr S Pugsley SP (for part of meeting), Clerk R Tomalin. **Members of the Public:** none

The meeting started at 7.33pm.

**62/25 Questions from the public:** None

**63/25 Apologies for Absence:** Cllr T Gowlland, Cllr C O'Connor, Somerset Cllr F Nicholson, Somerset Cllr S Pugsley will be late as attending other meetings

**64/25 Declarations of notifiable interest:** None

**65/25 Approval of the Minutes of the last meeting held on 02/06/2025:** These were proposed by JW and seconded by RF as a true and correct record of what took place and the Chair signed.

**66/25 Matters arising from the minutes of 02/06/2025:** discussed under agenda items as appropriate

The agenda was taken out of order while waiting for SP to arrive

**68/25 Highways:** (i) Salt Bins/Bags – RF has spoken to CO and they have agreed to try the wooden panelling around the salt bags when they arrive (ii) Bridge Damage – Clerk to follow up on repair & saplings (iii) Pot holes – various locations were discussed, Clerk to report

**69/25 Planning:** (i) 6/14/25/004 PINKERY CENTRE FOR OUTDOOR LEARNING, SIMONSBATH, MINEHEAD, TA24 7LL Application Under Regulation 3 of The Town & Country Planning General Regulations 1992 for the proposed replacement of existing artificial roof slate with natural slate, erection of 2 No. Flues for a burning stove, together with, the creation of a ground-floor external doorway where a window currently exists. Retrospective. Cllrs discussed the application and agreed to support it.

**70/25 Finance Report:** (i) Bank Reconciliation – current balance £15,658.26 – Chq 334 for the hire of WRC remains uncleared, as does Chq 338 British Red Cross donation (internal audit) (ii) Online Banking Authorisation – Clerk explained that applications for Bankline have now opened again, this would allow online access to the bank account to view transactions and balances. Payments can also be made online but would still require dual authorisation. Cllrs agreed to sign upto Bankline, but cheques would still be the preferred method of payment (iii) Invoices for July meeting – SALC Affiliation Fee (reimbursement to Clerk) **R Tomalin £66.51 Chq 339** - all **APPROVED** (iv) Cllrs also agreed to replace Chq 334 **Simonsbath & Exmoor Heritage Trust £260** (WRC hire) **replacement Chq 340** (v) Clerk has circulated a list of training courses available to Cllrs (vi) Authority-owned email address – in order to comply with the audit requirements in 2025/26 the PC needs to have a generic email address hosted on an authority-owned domain – gmail will no longer be acceptable. Our website provider has confirmed that our package includes one free email address. Cllrs agree to set up a new email address.

**71/25 Parish Maintenance** – (i) Defib Pads – the defib pads need to be replaced as they

will shortly expire. Cllrs approve the purchase of a set of pads from the Defib Store at a cost of £79.20. (ii) Phone Box – this is in need of painting

**72/25 Correspondence** – (i) Parish Prepared Survey – Cllrs spent some time discussing and completing the survey to highlight the potential hazards faced in the parish and help SC understand the risk of emergencies across the county and plan accordingly. WRC is available as a meeting place for the parish but it really needs back up power like a generator.

SP arrived during the survey discussion at 8.13pm

**67/25 Somerset Councillors Report:** (i) SC is moving into the second stage of its transformation and is looking to recruit an external consultant to assist (ii) ENPA Planning is going well and keeping up with application timescales (iii) Highways junction marking – due to some recent accidents the timescales for renewal of junction marking may need revising (iv) Boundary Commission – the consultation is now open for interested parties to comment on the proposed recommendations which would see the Exmoor parish in the Exmoor West division.

**73/25 Report from Simonsbath & Exmoor Heritage Trust** – the preparations for the installation of the kitchen have started but progress is slow.

**74/25 Report from other groups including Exmoor LCN, Henry Leigh Trust:** The next LCN meeting is 4<sup>th</sup> September where the winter maintenance programme will be discussed. RF will be on holiday so FS will attend. The next date for applications to the HLT is 31 August.

**75/25 Chairman's Notices** – none

**76/25 Items for September Agenda** – none at present

**77/25 Date and time of next meeting:** Thursday 25<sup>th</sup> September 2025 at 7.30pm. RF sends his apologies in advance

There being no further business the Chair closed the meeting at 8.50pm

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