

EXMOOR PARISH COUNCIL DRAFT MEETING MINUTES
Thursday 25th September 2025 7.30pm at The Old School,
Simonsbath

Present: Parish Councillors – F Schott (Chair), T Gowlland TG, J Wright JW, C O'Connor CO, Clerk R Tomalin. **Members of the Public:** none

The meeting started at 7.32pm.

78/25 Questions from the public: None

79/25 Apologies for Absence: Cllr R Fisher, Somerset Cllr F Nicholson, Somerset Cllr S Pugsley

80/25 Declarations of notifiable interest: None

81/25 Approval of the Minutes of the last meeting held on 31/07/2025: These were proposed by FS and seconded by JW as a true and correct record of what took place and the Chair signed.

82/25 Matters arising from the minutes of 31/07/2025: discussed under agenda items as appropriate

83/25 Somerset Councillors Report: no update

84/25 Highways: (i) Highways Warden meeting – Chair attended the recent Winter Maintenance meeting – Highways are still working on a shoestring budget and are expecting a bad Winter (ii) Some patching has been done around the parish but there are still large potholes in various places (iii) The road markings at the Challacombe junction need repainting as do the rumble strips (iv) The bridge damage has been reported, Clerk to follow up with the Bridges & Structures team

85/25 Planning: (i) ENPA Consultation – Requirements for the Submission of Planning and Other Applications – ENPA has launched a consultation as it has updated the local validation check list. This document sets out the requirements when submitting a planning application, however there are no track changes so it is impossible to see what has changed/been added.

86/25 Finance Report: (i) Bank Reconciliation – current balance £15,271.75 – all cheques have now cleared (ii) Online Banking Authorisation – Clerk has received her log in details and has successfully managed to access the account online. Chair has received his log in details but has not logged in yet. (iii) Bank Signatories – CH has finally been removed as an authorised signatory (iv) Invoices for September meeting – Reimbursement to Clerk for Defib Pads **R Tomalin £79.20 Chq 341**, Clerks Pay & Expenses July – Sept 25 **R Tomalin £187.54 Chq 342** dated 30th September, PAYE due to **HMRC £108.80 Chq 344** dated 30th September – all **APPROVED**

87/25 Parish Maintenance – (i) Defib Pads – new defib pads have been installed and have an expiry date of May 2028

88/25 Parish Emergency Response Plan – at the September LCN meeting Somerset Prepared gave a short presentation about being prepared in an emergency and attendees discussed some of the learnings from the recent coach crash. There was much interest in a workshop specifically for the

Exmoor area as we have different challenges and need to be more resourceful as the emergency services are not immediately available. Cllrs agreed that the PC should develop its own emergency response plan. For starters this included a list of useful village contacts and the cost of a generator for WRC (TG will ask electrician what size would be suitable). CO confirmed that the Forest Inn could also be used as a collection hub depending on the type and location of the emergency.

89/25 Correspondence – all correspondence has been circulated

90/25 Report from Simonsbath & Exmoor Heritage Trust – the new kitchen installation is almost complete

91/25 Report from other groups including Exmoor LCN, Henry Leigh Trust: LCN discussed under **83/25** and **88/25**. The next date for applications to the HLT is 31 December.

92/25 Chairman's Notices – none

93/25 Items for November Agenda – Emergency Response Plan, Panelling for salt bags, Budget/Precept

94/25 Date and time of next meeting: Thursday 27th November 2025 at 7.30pm.

There being no further business the Chair closed the meeting at 8.07pm

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