

**WITHYPOOL AND HAWKRIDGE PARISH COUNCIL Draft Minutes**  
**Tuesday 11<sup>th</sup> July 2023 7.30pm at Hawkridge Village Hall**

**Present: Parish Councillors:** A Howard – AH (Chair), T Lloyd - TL, A Collins – AC, A Morrissey – AM, P Soltau - PS, J Soltau – JS, W Lock – WL, **SC Cllr** F Nicholson (for part of meeting) – FN, **SC Cllr** S Pugsley (for part of meeting) – SP; **Clerk** R Tomalin; **Public:** One

**Abbreviations:** ENPA – Exmoor National Park; SC – Somerset Council;

**For any Road defects** – please go to the SCC Road Defect Website -

<https://www.somerset.gov.uk/roads-and-transport/report-a-problem-on-the-road/>

**79/23 Questions from the public:** none

The meeting started at 7.31pm.

**80/23 Apologies of Absence:** Cllr S Pugsley will be late as attending other meetings

**81/23 Declarations of notifiable interests:** None

**82/23 Approval of the Minutes** of the previous meeting on 09/05/2023 and the extraordinary meeting on 06/06/23. Minutes of 09/05/2023 meeting proposed by TL and 2<sup>nd</sup> by JS and all Approved. Minutes of 06/06/2023 meeting proposed by TL and 2<sup>nd</sup> by AC and all Approved. Chair then signed the minutes of both meetings.

**83/23 Matters arising from the Minutes** of 09/05/2023 and 06/06/23: discussed under agenda items as appropriate.

**84/23 Report by County Councillors:** (i) ENPA Parish Representatives have been elected (ii) The ENPA Committee Changes Consultation will be available shortly regarding proposed changes to the frequency of meetings and reduction in the size of the Planning Committee. This is in an effort to save money but is likely to have a significant impact on applicants and PCs (iii) Highways Sub-Committee – Jetting – progress has been made to collate all requests and source a contractor.

**85/23 Planning:** None

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

**87/23 Highways:** (i) Update on Tarr Steps traffic – no further updates (ii) Drainage in Hawkridge – a plan is in place but it is likely to be Sept/Oct at the earliest before any remedial action can be taken (iii) Bradley Moor – AH reported road signs/barriers have been left right next to the cattle gate which is spooking horses as they pass through (iv) Water works outside Hill Cottage – road closed signs are up but no work is taking place. These are also inappropriately placed with vehicles having to turn round at Portford Bridge to go back to Sandyway.

**88/23 Finance Report:** (i) Bank Reconciliation – £12,936.30 as at 11 July, this includes cleared Chqs 569/71/72/73 (raised at the May & June meetings). Chq 570 British Red Cross (internal audit donation) £50 has not yet cleared (ii) Approval of Invoices: **SALC £50.00 Chq 575** (Cllr Training), **Life Saver Technology £35 Chq 574** (defib check), **West Somerset Flood Group £5 Chq 576** (membership) – all AGREED. (iii) Councillor Training: Clerk noted a list of SALC training courses had been circulated

**89/23 Risk Management Policy and Freedom of Information Policy & Schedule:** The Cllrs reviewed and discussed the proposed policies and agreed to adopt them.

FN left the meeting at 8.33pm

**90/23 Parish Gardens:** (i) Tender Policy – the Cllrs reviewed and discussed the proposed policy and agreed to adopt it.

**91/23 Parish Maintenance:** (i) Withypool Noticeboard – Cllrs discussed noticeboard options and decided an 18 page board with double doors with one side lockable would be preferable (ii) Defib Pads renewal – these are due to expire soon but during the annual check it was advised these would likely last longer than the expiry date. The Cllrs decided it was best to renew on expiry and approved the purchase of new pads.

**92/23 Chairman’s Notices:** AH explained a member of the public would like to plant two trees in the Coronation Garden in memory of Jill Scoins, these would be replacements not additions. All Cllrs agreed it was a lovely idea; the Flower Show Committee will also be consulted so as not to interfere with the set up for the annual fete.

**93/23 Correspondence:** (i) Exmoor News Funding Thank You – Clerk noted an email had been received from Exmoor News thanking the PC for their recent grant to help with escalating printing costs (ii) Clerk also noted further funding was available for tree planting although the application criteria was quite specific

**94/23 Report from representatives of other groups:**

- Withypool Village Hall – planning underway for flower show and fete
- Hawkridge Village Hall – kitchen improvements, including new cooker & fridge, have been completed as well as some general hall maintenance
- Henry Leigh Trust – next deadline for applications 31 August
- Exmoor LCN – first meeting held on Thursday 8<sup>th</sup> June, sub groups will be created to work on areas such as Housing/Young People/Planning/Broadband etc
- Consultative & Parish Forum – no one attended the June meeting

**95/23 Parish Community** including the social media page update, events by other groups not listed in **94/23:** (i) Withypool Flower Show & Fete – on behalf of the Flower Show Committee AM requested permission to use the Coronation Garden for the fete – all Cllrs agreed.

**96/23 Items for September 2023 agenda:** ENPA Changes Consultation

SP joined the meeting at 9.15pm

**86/23 Broadband Scheme:** Still no response received from OpenReach. The government has a new funding project which will see contracts awarded more centrally.

**97/23 Date and time of next meeting:** the meeting will take place on 12<sup>th</sup> September at 7.30pm at Withypool Village Hall.

There being no further business the Chair closed the meeting at 9.40pm.

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