

WITHYPOOL AND HAWKRIDGE PARISH COUNCIL Draft Minutes
Emergency Planning Meeting Tuesday 24th June 2025 7.30pm at Withypool
Village Hall

Present: Parish Councillors: A Howard – AH (Chair), T Lloyd – TL, K Branfield – KB, A Collins – AC, A Morrissey – AM, W Lock – WL, S Russell – SR; **Clerk** R Tomalin; **Public:** None

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/>

The meeting started at 7.34pm.

65/25 Questions from the public: None

66/25 Apologies of Absence: None

67/25 Declarations of notifiable interests: None

68/25 Planning: (i) 6/42/25/001 LINHAY COTTAGE, WITHYPOOL, MINEHEAD, TA24 7RD Proposed conversion of existing outbuilding to provide extension for additional accommodation to the existing dwelling along with the erection of a barn for equipment storage and formation of parking spaces – Cllrs discussed the application and agreed to support it, noting that it was a sensible use of an existing building and they would prefer to see it re-purposed than fall into disrepair.

(ii) 6/42/25/002 West Hollowcombe, Broad Lane, Withypool, Dulverton, Somerset, TA22 9QL Proposed siting of 2no. temporary timber cabins for use as holiday accommodation, together with, associated landscaping and installation of a shower within the existing stable building – Cllrs discussed the application at length. All agreed the proposed location was much more acceptable than the previous application. However, there was concern that the cabins are 3.45m high and with the chassis wheel base will exceed 4m – screening with significant height should be in place as soon as the cabins are on site, and should be maintained in order to mitigate the visual impact on the landscape. Cllrs understand local residents are concerned about possible further development and/or addition of temporary camping facilities being offered. On balance Cllrs agreed to support the application.

69/25 Chair's Notices: (i) ENPA Planning Training – Clerk noted the Development Manager had been in touch and would like to arrange an evening planning session on Tuesday 22nd July for local parish councillors. Clerk to check whether internet facilities are required

(ii) A parishioner has asked if the PC could contact Magna about the septic tank at the end of the car park which is currently smelling foul. The parishioner has already contacted Magna several times, as well as the Environment Agency but no action has been taken – Clerk will write to Magna

(iii) A parishioner has requested the hedge on Old Bridge Road is trimmed – Chair will speak with the owner

(iv) Permission to Use Parish Garden – AM requests permission on behalf of the Flower Show Committee to use the parish garden by the river for the annual village fete on Wednesday 20th August – all Cllrs agreed

(v) First Aid Training – WL asks if the PC would be interested in a First Aid course. Since the installation of the defib in Hawkridge parishioners would like to understand how to use it. Chair noted training for the Withypool one was given as part of the purchase price so Hawkridge may wish to check with the supplier. Cllrs discussed whether the parish should have a list of first aiders which could be called upon in an emergency. WL has done some research into training options and will get a written quote, KB will ask Exmoor Hill Farming Network as they also run First Aid courses. WL explained the Good Samaritans Act provides protection for someone who acts reasonably and within their training to help in an emergency situation.

The Clerk left the meeting at 8.22pm.

(vi) Clerk's Salary - The Chair discussed the Clerks annual pay review. All agreed the Clerk works above and beyond her normal hours and the Parish very much appreciates all that she does.

All Cllrs were in agreement that we shall increase her hourly rate to SCP 31 £20.98/hr.

70/25 Date and time of next meeting: 8th July at 7.30pm at Hawkridge Village Hall

There being no further business the Chair closed the meeting at 8.29pm.

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