

MINUTES OF HAMBRIDGE AND WESTPORT PARISH COUNCIL
VIRTUAL MONTHLY MEETING HELD ON WEDNESDAY 11th NOVEMBER 2020
VIA ZOOM AT 7.30 P.M.

20/717 PRESENT:

Mr S. Denley (Chairman), Mr P. Masters (Vice Chair), Mr R Maidment, Mr R Meecham, Ms. J Lock, Mr. A Dance (County Councillor), Mrs L.Brooks (Clerk). No members of the public were present.

20/718 APOLOGIES:

Mr. M Stanton (District Councillor) - illness

20/719 DECLARATIONS OF INTEREST:

The Chairman, Cllr. Denley, declared an interest in Footpath L9 22 update.

20/720 MINUTES:

The Minutes from the October meeting have been circulated. They were agreed and signed.

Proposed: Cllr. Maidment Seconded: Cllr. Lock Agreed unanimously.

20/721 PUBLIC TIME

Cllr. Maidment and Cllr. Lock both reported a nasty cycling accident on 7th November on the Westport road. There is a rut in the road about 2 inches wide, approximately 35ft long. Clerk to report this to Highways as urgent. **Action: Clerk**

20/722/a District Councillor: District Cllr. Stanton joined the meeting at the start to give his apologies as he was feeling unwell. He has emailed a report that had been circulated to the Parish Councillors.

20/722/b County Councillor: Councillor Dance had emailed his report. He discussed that there is a full Council meeting next Wednesday (18th Nov) where they would be discussing deferring the County elections for a year due to the proposed unitary.

The Chair asked if there was anything they should be doing during the second lockdown and it was felt that we were doing all we should.

20/722/c P.C.S.O. Report:

Nothing to report

20/723 MATTERS ARISING

20/723/a Parish Council Website – update following training: The Chair, Clerk and Mike Evans attended a virtual training session with George Meadon, Squiggle Graphics. They were shown how to load items and maintain the website. Clerk to update the home page. **Action: Clerk**

20/723/b PC Councillors email addresses – all set up? Cllr.Maidment thought his email was now up and running. The Clerk will send a test email. **Action: Clerk**

Cllr. Masters was still having issues, which The Chair will take a look at. **Action: Cllr Denley**

20/723/c Banking – changes to mandate etc: The Chair reported that he had now written a letter of complaint to Nat West regarding the poor service that the Parish Council have experienced over the required changes to the mandate. These changes include, Clerk's details as registered address so bank statements and all correspondence are sent direct to her address, adding signatures to the account and having a holding amount of £100.00 in the current account with all other funds in the reserve account. (The bank would then transfer any monies across automatically to the current account as and when required). The Chairman reported that both Cllr. Masters and Cllr. Meecham had now received correspondence which had been signed and returned to the bank.

20/723/d Speed sensor: The Clerk reported that she had spoken to Kate Alford, Clerk at South Petherton Parish Council. She had recommended that the Parish Council use the same Company they use called Truvelo. The cost for one speed sensor would be £3,275.00 plus VAT. This would be for 1 x TruSign 30CR, Battery power, Pole Mounted & 2 x extra batteries. County Councillor Dance reported that the South Petherton sensor was highly recommended and also mentioned that the after care service was second to none. Other Parishes had also bought from the same Company. Clerk to get further quotes and include on the December Agenda for discussion. **Action: Clerk**

- 20/723/e Road safety mirrors – Isle Brewers Lane and Ruskway Lane – update: The Chairman has looked at prices of mirrors, posts and fixings suitable to display them on. He will also speak to a resident regarding installation of the posts. The Parish Council agreed to purchase two mirrors and posts for Isle Brewers Lane and get them installed. Cllr. Denley to initially purchase by personal credit card and the Parish Council to then reimburse him.
Proposed: Cllr. Maidment Seconded: Cllr. Lock Agreed unanimously.
- 20/723/f Caravan parked at Westport – Councillor Stanton updated the Parish Council: An Enforcement Notice has been issued, to which no appeal was lodged. The address to which the other Notices were served is in new ownership and post comes back returned. As it was Mr Lemon's last known address the Notices were effectively served. A summons to the Magistrates Court can only be served on a person and not a property. Councillor Stanton will work with the Lead Specialist at SSDC to get the caravan removed. Normally by now pressure or prosecution means the offenders have complied. The Town and Country Planning Act 1990 makes provision for removal in these situations.
- 20/723/g Development at Westmoor Lane – Councillor Stanton updated the Parish Council: Councillor Stanton reported that he had been in communication with the land owner and has given him the reference number of the planning permission for its change of use to a car park and landscaped area. That reference is 791570 dated 1 August 1979 . However, this is prior to the SSDC's current system. Research has been requested into this at Brympton Way. Councillor Stanton will keep the Parish Council informed on progress.
- 20/723/h COVID-19 – response to 2nd lockdown
The Parish Council will place the posters that were used on the first lockdown around the village to inform the residents that if they need any help then to contact the Parish Councillors. The Clerk will also include details on the website. **Action: Clerk**
- 20/723/i Town Crier: The Parish Council discussed the possible appointment of Roy Palmer as the Town Crier for Hambridge and Westport. Mr Palmer is a military veteran who has just entered The Royal Hospital of Chelsea. The Parish Council was unanimous in their decision to support this request and formally offer him the position of honorary inhabitant of our twin villages. Councillor Denley to write a letter of confirmation. **Action: Cllr. Denley**
Proposed: Cllr. Meecham Seconded: Cllr. Maidment Agreed unanimously.
- 20/724/j Benches requiring maintenance: The Chairman reported that some of the benches situated in the rec and other locations in the village are in need of repair. Clerk to get a price for a new bench. Cllr. Denley to get a quote to carry out necessary repairs. **Action: Clerk & Cllr. Denley**
- 20/724/k Newsletter: Cllr. Denley reported that he was in the process of finalizing the content for the next newsletter which should be out in December. **Action: Cllr Denley**

20/724 PLANNING:

20/724/a Matters for report:

Nothing to report

20/724/b Decisions Notified:

Nothing to report

20/724/c Applications for consideration.

Nothing to report

20/725 FINANCE:

20/725/a Matters for report:

The Budget: The Clerk reported that she still can't work on the budget as she is still not getting the bank statements and therefore cannot finish off the 2nd quarter of accounts to see the total spend to date. The budget needs to be signed off by the December meeting in order to be able to apply for the precept by January 2021.

Internal Auditor: Cllr Maidment reported that he has asked someone to consider being the Parish Council's internal auditor. He will update the Parish Council as soon as he has any news. **Action: Cllr. Maidment**

HMRC and Payroll – The Chair reported that he had finally received information from Jenny Ludgate which would hopefully conclude everything with HMRC and the new clerk could now be registered. Clerk to update the Payroll Company Cox & Co on the progress. **Action: Clerk**

Donation from Rec Trust towards CCTV: The Chair informed the Parish Council that he had received a donation from the Rec Trust for the sum of £751.00 towards the CCTV that was recently installed. The cheque has been paid into Nat West.

20/725/b Matters for resolution

Nothing to report

20/725/c Cheques Payable

Louise Brooks	Expenses & Home Office Allowance – Oct 2020	£ 40.00 chq no: 486
Cox and Co Ltd	Payroll services for Oct/Nov/Dec	£ 90.00 chq no: 487
M Von Tyszka	Mowing the churchyard - 2 visits	£ 200.00 chq no: 488
M Von Tyszka	Mowing the recreation ground - 3 visits plus cut hedge off road sign in Westport & remove rubbish	£ 355.00 chq no: 489

Proposed: Cllr. Meecham

Seconded: Cllr.Luck

Agreed unanimously.

20/726 **CORRESPONDENCE:**

All correspondence received, had been forwarded to the Parish Councillors.

20/726 **FOOTPATHS:**

20/726/a Footpath L9 22 update: Nothing to report

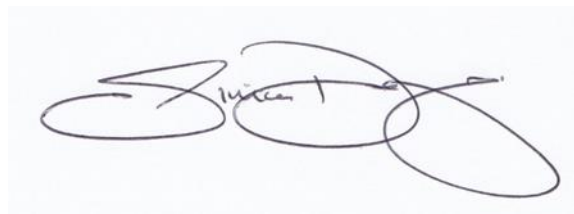
20/726/b Any other footpath issues: Nothing to report

20/727 **MEMBERS' REPORTS/ITEMS FOR NEXT PARISH COUNCIL MEETING:**

Nothing to report

There being no further business the meeting closed at 8.35pm

The next VIRTUAL meeting will be held on Wednesday 9th December 2020 at 7.30pm



Date 9th December 2020

Chairman