



## **Minutes of the Meeting of Dulverton Town Council**

Held on Monday 11th March 2019 at 7.00pm, in the Town Hall, Dulverton

**Present:** Chairman/Mayor: Mr Gerry Lewis. Councillors: Mr Keith Coulman; Mrs Christine Dubery; Mrs Louise Parrish; Mrs Margaret Rawle; Mr Piers Wood; Mr Nick Thwaites (W.S.C.), who left at 7.45pm.

### **Deferment of Business for Comment by the Public:**

Mrs C. Saville – Dulverton Traders Association: Members were provided with a synopsis of the meeting held on 27<sup>th</sup> February 2019 in which proposals for Bank Holiday, Sunday and late night opening hours were considered.

It was agreed that the Town Council website will be the collation point for the Dulverton Business Directory.

### **Apologies for absence and acceptance of any reasons offered if agreed:**

Cllr. Mrs Judy Ernest who has family responsibilities.

Cllr. Revd. Elaine Jessiman who is ill.

Cllr. Mr Bruce Heywood (W.S.C.)

Cllr. Mrs Francis Nicholson (S.C.C.)

### **Declarations of Interest:** None

### **Chairman's Comments & Meeting Management:** None

### **Questions for County and District Councillors:**

Nick Thwaites W.S.C.:

Barns Close Industrial Units: It has been confirmed by the Agent that all the units are currently occupied.

Lion Car Park: The outstanding maintenance work is likely to be carried out by a contractor. Cllr. Dubery requested that the drains are cleared as a matter of urgency.

Weir: The fallen tree stumps have been removed by volunteers from the Leat Trust. The debris is expected to be cleared by West Somerset Council.

Cllr. Thwaites expressed his frustration at the lack of feedback from W.S.C. following the reporting of such issues

W.S.C. Car Park Survey Report: Cllr. Thwaites expressed his disappointment at the content. He commented that he considered there to be many

inaccuracies, specifically regarding the accounting procedure; resulting in a lack of transparency.

The 'strategy', he considers not to be as 'strong' as he had hoped.

**Minutes of the meeting held on 11<sup>th</sup> February 2019 as circulated:**

Were approved and signed. Proposed by Mrs Rawle, seconded by Mrs Dubery and carried.

**6397 Update of action points resulting from the last meeting:**

6395 Lorna Doone DTC Summer Festival:

The Events Committee met with the representatives from the Dulverton Traders Association on Thursday 7<sup>th</sup> March 2019. A timetable of events has been composed and the necessary licence applications submitted. Volunteers will need to be sought and methods of publicity, including social media, radio and newspapers are being utilized.

It was agreed that any monies raised will go to the 'Bandstand Appeal'.

**6398 Accounts:**

The Financial Statement: See Appendix A

RESOLVED: That the Financial Statement as per Appendix A is approved. Proposed by Mr Wood, seconded by Mrs Dubery and carried.

Payments for Approval: See Appendix B

RESOLVED: That the payments as per Appendix B are approved. Proposed by Mr Lewis, seconded by Mrs Parrish and carried.

**6399 Committees:**

Minutes submitted for approval:

Policy & Procedure Committee Meeting - 12<sup>th</sup> February 2019

RESOLVED: To adopt as part of this meeting the minutes of the Policy & Procedure Committee meeting held on. Proposed by Mrs Dubery, seconded by Mr Lewis and carried.

Planning Committee Meeting - 12<sup>th</sup> March 2019:

RESOLVED: To adopt as part of this meeting the minutes of the Planning Committee meeting held on 12<sup>th</sup> March 2019. Proposed by Mrs Rawle, seconded by Mr Wood and carried.

**6400: Sickness Absence Policy:**

RESOLVED: To adopt the Sickness Absence Policy as recommended by the Policy & Procedure Committee. Proposed by Mr Coulman, seconded by Mr Wood and carried.

#### **6401 W.S.C. Car Parking Strategy:**

The Chairman commented that he considered that 'The Task & Finish Group' had been wrongly named. Nothing has been resolved as a result of this report. He questioned the validity of many of the recommendations and suggested that any of the current problems were the result of having failed to be addressed historically. The report has taken a year to produce and the majority of recommendations concern further reviews.

Members agreed that a letter expressing member's frustrations is composed by the Chairman and sent to W.S.C. on behalf of this Council.

#### **6402 DTC Publicity – Farmers Market:**

Members considered various local events at which the work of the Council can be publicised and encourage new interest.

In order to facilitate the idea it was:

RESOLVED: To set aside a maximum of £400 to purchase a commercial gazebo. Proposed by Mrs Dubery, seconded by Mr Coulman and carried.

#### **6403 Planning Applications – The cost to the environment:**

Members considered the view that the restrictions imposed due to the creation of a conservation area actually result in an increase cost to the environment and ultimately our carbon footprint.

#### **6404 Late Correspondence:**

Correspondence noted by members.

#### **6405 Questions for Members who have attended additional meetings:**

Exmoor Panel Meeting – 7<sup>th</sup> March 2019: Attended by Cllrs. Mrs Rawle and Mr Coulman.

A comprehensive report, written by Mrs Rawle was circulated to members. It included:

- Magna West Somerset Housing Association – Annual Report
- Avon & Somerset Police – Subjects discussed involved:
  - Deer Poaching
  - Farm & Horse Watch
  - Modern Slavery
  - Knife Amnesty
- S.C.C. Highways – Cllr. Nicholson will be fighting for the precautionary gritting routes to be reinstated following the receipt of funding amounting to £200k.
- W.S.C. – Reported that £20K has been made available to support action on climate change.

#### **6406 Issues to be raised with permission of the Chairman:**

Town Bandstand: The proposal to purchase and erect a bandstand on Exmoor Lawns has been proposed by Cllr. Mrs Christine Dubery and has caught the imagination of many local people and traders. It is anticipated that the cost will amount to approximately £15,000. The installation would require E.N.P.A. approval and funding would have to be sought.

Members agreed in principle to pursuing the proposal and investigating possible funding sources.

Wild Flower Project: Councillor, Mr Keith Coulman advised members that he had obtained a 'project pack'. Suitable areas are under consideration and community groups who may be interested in creating a wild flower garden are to be approached.

**Chairman** .....



# Dulverton Town Council

[www.dulvertontowncouncil.co.uk](http://www.dulvertontowncouncil.co.uk)

## The Clerk

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## FINANCIAL STATEMENT

### Bank Balances at 26/01/19:

General Account	46,058.26	
Investment Account	88,322.29	
Parish Lengthsman Account	1,687.57	
		-----
		136,068.12

### Receipts - February 2019:

General Account	150.00	
Investment Account	NIL	
Parish Lengthsman Account	4,158.00	
		-----
		140,376.12

### Payments – February 2019:

General Account	10,044.76	
Investment Account	NIL	
Parish Lengthsman Account	450.91	
		-----
		129,880.45

### Balances @ 26/02/19:

General Account	36,163.50	
Investment Account	88,322.29	
Parish Lengthsman Account	5,394.66	
		-----
		129,880.45

Less unpresented cheques at 28/02/19	1,477.73	
Banking after 26/02/19	NIL	

Available Funds @ 28/02/19		128,402.72
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### As per Cashbook:

General Account	35,131.43	
Investment Account	88,322.29	
Parish Lengthsman Account	4,949.00	
		-----
		128,402.72

## Dulverton Town Council

**Bank Reconciliation Statement as at 28/02/2019  
for Cashbook 1 - General Account 38007789**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
General Bank Account 7789	26/02/2019	1	<u>36,163.50</u>
<b><u>Unpresented Cheques (Minus)</u></b>			<b><u>Amount</u></b>
17/01/2019	U002514	Kier Recycling CIC	40.56
14/02/2019	U002530	GS Garden Machinery	143.57
14/02/2019	U002531	Kier Recycling CIC	40.56
14/02/2019	U002532	Dulverton Town Hall	324.00
28/02/2019	U002533	PEAC	109.08
28/02/2019	U002534	Mr S. Huckins	124.30
28/02/2019	U002535	Somerset County Council	250.00
			<u>1,032.07</u>
			35,131.43
<b><u>Receipts not Banked/Cleared (Plus)</u></b>			000.00
			<u>0.00</u>
			35,131.43
		<b>Balance per Cash Book is :-</b>	<b>35,131.43</b>
		<b>Difference is :-</b>	<b>0.00</b>

Appendix A2

**Bank Reconciliation Statement as at 28/02/2019  
for Cashbook 2 - Parish Lengthman Acc 38024152**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Parish Lengthsman Account 4152	26/02/2019	1	<u>5,394.66</u>
<b><u>Unpresented Cheques (Minus)</u></b>			<b><u>Amount</u></b>
22/02/2019	U000141	Mr Shaun Bryant	445.66
			<u>445.66</u>
			4,949.00
<b><u>Receipts not Banked/Cleared (Plus)</u></b>			0.00
			<u>0.00</u>
			4,949.00
		<b>Balance per Cash Book is :-</b>	<b>4,949.00</b>
		<b>Difference is :-</b>	<b>0.00</b>

## Dulverton Town Council

**Cashbook transactions totalling £0.01 or more  
for the period 01/02/2019 to 28/02/2019**

**Payments**

<u>Cb No</u>	<u>Bank Account Name</u>	<u>Date</u>	<u>Payment Ref</u>	<u>Payee Name</u>	<u>Amount</u>
2	Parish Lengthman Acc 38024152	07/02/2019	U000140	Selworthy & Minehead Without	5.25
2	Parish Lengthman Acc 38024152	23/10/2019	U000141	Mr Shaun Bryant	445.66
1	General Account 38007789	07/02/2019	U002526	Andy Takel	348.00
1	General Account 38007789	12/02/2019	D/D	British Telecom Business	321.49
1	General Account 38007789	22/02/2019	U002528	Sylvia Gosling	474.63
1	General Account 38007789	22/02/2019	U002529	Amanda Munday	1,145.36
1	General Account 38007789	14/02/2019	U002530	GS Garden Machinery	143.57
1	General Account 38007789	14/02/2019	U002531	Kier Recycling CIC	40.56
1	General Account 38007789	14/02/2019	U002532	Dulverton Town Hall	324.00
1	General Account 38007789	28/02/2019	U002533	PEAC	109.08
1	General Account 38007789	28/02/2019	U002534	Mr S. Huckins	124.30
1	General Account 38007789	28/02/2019	002535	Somerset County Council	250.00
1	General Account 38007789	18/02/2019	Transfer	Parish Lengthman Acc	3,507.00

**Receipts**

<u>Cb No</u>	<u>Bank Account Name</u>	<u>Date Banked</u>	<u>Amount Banked</u>
1	General Account 38007789	05/02/2019	150.00
1	Parish Lengthsman Account 38024152	05/02/2019	651.00
1	Parish Lengthsman Account 38024152	18/02/2019	3,507.00