

DONYATT PARISH COUNCIL
MINUTES AND AGENDAS 2023

January 11th 2023 Agenda

January 11th 2023 Minutes

8th February 2023 Agenda

8th February 2023 Minutes

8th March 2023 Agenda

8th March 2023 Minutes

10th May 2023 – Annual Parish Meeting – Agenda

10th May 2023 – Agenda

10th May 2023 – Minutes

12th July 2023 Agenda

12th July 2023 Minutes

6th September 2023 Agenda

6th September 2023 Minutes

9th November 2023 Agenda

9th November 2023 Minutes

DONYATT PARISH COUNCIL

Dear Councillors, you are summoned to a meeting of the Parish Council on Wednesday 11th January 2023 at 7.00pm in the Village Hall.



Clerk to the Council.
6.1.23

AGENDA

- 1 APOLOGIES FOR ABSENCE**
- 2 TO RECEIVE ANY DECLARATIONS OF INTEREST AND APPROVE ANY DISPENSATIONS**
- 3 PARISH COUNCIL VACANCY**
- 4 PUBLIC QUESTION TIME**
- 5 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 9TH NOVEMBER 2022**
To consider the approval of these minutes as a true record. (Draft minutes already circulated)
- 6 DISTRICT AND COUNTY COUNCILLOR REPORTS**
- 7 FINANCIAL:** To consider that this Council approves the schedule of cheques and the Financial Report.
- 8 BUDGET & PRECEPT 2023/24**
 - A) STRATEGIC PRIORITIES: To consider current and future priorities and projects.
 - B) BUDGET 2023/24: To set budgeting and precept for 2023/24.
 - C) 2023/24 GRANT AWARDS: To consider applications for 2023/24 grants.
- 9 PLANNING MATTERS**
 - A) PLANNING DECISIONS:
APPLICATION NO 22/02463/HOU - Erection of a two storey side extension - Parshalls Farm, Shave Lane, Donyatt, Somerset TA19 0SA DECISION: Approved with conditions.
 - B) PLANNING APPLICATIONS: None.
- 10 CLEARANCE OF DRAINAGE DITCHES:** To discuss flooding issues due to blocked drainage.
- 11 CORONATION OF KING CHARLES III:** To discuss possible events/commemorative ideas.
- 12 OUTSTANDING ACTIONS:** To receive updates and consider actions on items outstanding from previous meetings.
- 13 COUNCILLOR UPDATES**
To receive reports and consider actions on the following items:
 - A) Highways – Cllr. B Porritt
 - B) Footpaths – Cllr. D Light
 - C) Village Hall – Cllr. B Porritt
 - D) Donyatt Recreation Area – Cllr. K Light
- 14 CORRESPONDENCE FOR INFORMATION**
- 15 MATTERS FOR REPORT ONLY**
 - Summary of agreed actions from the meeting.
 - Discussion of urgent action.
 - Items to be included for the next agenda.
 - Date, time and venue for the next meeting.

DONYATT PARISH COUNCIL

Minutes of the Ordinary meeting held on 11th January 2023 in the David Willis room at 7.00pm.

Present: Cllr P West (Chair), Cllr D Light (Vice-Chair), Cllr B Porritt, Cllr K Light, Cllr M Grabham, K Larsson (Clerk) and District Cllr R Buckler.

23/1 APOLOGIES FOR ABSENCE Cllr J Attesley, County Cllr S Osborne.

23/2 DECLARATIONS OF INTEREST AND DISPENSATIONS

Cllrs Porritt and Grabham declared an interest in the grant application from Donyatt Village Hall as trustees of the charity. Cllr Grabham also declared an interest in the grant application from Donyatt PCC as committee member of the church.

The Clerk granted dispensations for both councillor Porritt and Grabham to participate in discussion of the matters, but not to vote.

23/3 PARISH COUNCIL VACANCY

There is currently one vacancy on the council. An application was received from Ms Julia McKenzie, who has expressed a particular interest in investigating traffic calming measures in the Sea area of Donyatt. Councillors voted unanimously in favour of co-opting Ms McKenzie to the council, who duly signed the declaration of acceptance of office and was invited to join the meeting.

23/4 PUBLIC QUESTION TIME

A resident queried work being carried out at Four Lanes Copse. Cllr D Light advised that they are aware there is a plan with the Forestry Commission and it is being monitored by SSDC Development Management. The same resident also enquired as to who was responsible for gates along the footpath behind Pauls Copse due to access requirements for hedge cutting. Cllr D Light advised he would enquire with SSDC.

23/5 MINUTES OF THE MEETINGS HELD ON 29th SEPTEMBER 2022

RESOLVED: Councillors agreed unanimously that the minutes were a true record of the meeting.

23/6 DISTRICT AND COUNTY COUNCILLOR REPORT

County Councillor Buckler advised that submission of the A358 Development Consent Order was delayed, mainly due to environmental mitigations. A financial review is currently underway for all highway projects.

The proposal for LCN's has been published and will be agreed at the upcoming Executive Meeting. They are expected to take effect from June/July. Planning is not currently included at LCN level. It looks likely that there will be no funds for addressing flooding issues until 2024.

SSDC and SSCC are in the staff restructuring phase, and service can be expected to reduce in the last 60 days before vesting day. Cllr Buckler is beginning to hand over to County Cllr Keitch.

23/7 FINANCIAL

A) FINANCIAL REPORTS AND CHEQUES FOR PAYMENT

The financial report to 31.12.22 was circulated to councillors and the following items were presented for payments to be authorised:

1085	DVH – Hall Hire	£14.00
1086	Clerk Salary (Dec)	£245.60
1087	Clerk Salary (Jan)	£193.00
1088	HMRC PAYE	£43.80

RESOLVED: that this Council approves the schedule of payments and the financial report.

23/8 BUDGET & PRECEPT 2023/24

A) PRIORITIES

After discussion, councillors agreed they felt immediate funding priorities for the parish were (in no particular order): Village Hall, Recreation Ground and Churchyard maintenance. Traffic calming and safety was also highlighted as important items to give consideration to in future.

It was noted that drainage and flooding are also a concern and high priority, although this would not require grant funding from DPC.

B) BUDGET & PRECEPT SETTING and GRANT AWARDS

A proposed budget was circulated to councillors by the clerk, based on 2022/23 costs to date, and anticipated 2023/24 expenditure, which councillors agreed. Grant requests for 2023/24 had been received from Donyatt Village Hall, Donyatt Recreation Ground and Donyatt PCC.

Having reviewed the budget for 2023/24 and the councils' current financial position, councillors felt unable to increase the precept by the amount necessary to provide the total requested grant amount from each party, whilst also maintaining a sensible level of reserves and the following proposals were made:

Councillor West proposed grants were awarded as follows: DRAC £1,000; DVH £1,500; DPCC Churchyard £750, and that the precept be set at £10,550.

Councillor D light proposed the following: Grants to be awarded – DRAC £1,000; DVH £2,500; DPCC Churchyard, and that the precept be set at £11,600. This proposal was seconded by Cllr K Light, and councillors voted unanimously in support of the proposal.

23/9 PLANNING MATTERS

The following planning application decisions/changes were noted:

22/02463/HOU – Erection of a two-storey side extension – Parshalls Farm, Shave Lane TA19 0SA - Approved with conditions

There were no new planning applications.

23/10 CORONATION OF KING CHARLES III

After discussion of possible dates and activities, councillors agreed to approach DRAC to request use of the recreation ground on Monday 8th May to hold a coronation event. Cllr K Light agreed to take responsibility for the overall arrangements, looking into activities that could take place. Cllrs D Light, West and Porritt will liaise with local organisations and individuals who may be able to support the event.

23/11 COUNCILLOR UPDATES

Highways – Cllr Porritt reported that drains at Pound Corner appear to be blocked as the surface water has not been draining away. Cllr West reported that the surface on the layby opposite Donyatt Bowling Club is crumbling and needs attention. Items to be reported to Highways.

Flood Prevention - It was noted by Cllr McKenzie that there is a maize growing farm, which she understands is detrimental to natural drainage of rainwater and could cause potential increased flooding in the surrounding area. Cllr McKenzie will look into this further and advise at the next meeting.

Footpaths – No updates to report.

Village Hall – Cllr Porritt reported that the flood defences recently been completed at the hall have worked, protecting the building in the recent bad weather.

Donyatt Recreation Area – No updates to report.

23/12 CORRESPONDENCE FOR INFORMATION

None.

23/13 MATTERS FOR REPORT ONLY

Agreed Actions –

- a. LCN comments to be sent to Cllr Buckler (ALL)
- b. Contact ROW ref. Pauls Copse footpath gates (DL)
- c. Look into maize growing farm (JM)
- d. Coronation arrangements (KL/BP/PW)
- e. Highways issues to be reported (KL)
- f. Update Grant Policy (KL)cc

Items for the next agenda – Grant policy review; Coronation event

Date, time and venue for the next ordinary meeting – Wednesday 8th March 2023 in the David Willis Room at 7.00pm

The Chairman closed the meeting.

DONYATT PARISH COUNCIL

Dear Councillors, you are summoned to a meeting of the Parish Council on Wednesday 8th February 2023 at 7.00pm in the Village Hall.



Clerk to the Council.
3.2.23

AGENDA

- 1 APOLOGIES FOR ABSENCE**
- 2 TO RECEIVE ANY DECLARATIONS OF INTEREST AND APPROVE ANY DISPENSATIONS**
- 3 PUBLIC QUESTION TIME**
- 4 PLANNING MATTERS**
 - A) PLANNING APPLICATIONS:
APPLICATION NO. 23/00110/S73 – Dollings Pool Dairy, Donyatt Hill, Donyatt, Somerset TA19 0RY
PROPOSAL: S73 application to remove condition 9 (Traffic Regulation Order) of approval 20/00126/FUL for the demolition of existing agricultural buildings and the erection of 6 No. dwellings with the formation of a new vehicular access there to.
- 5 CORONATION OF KING CHARLES III:** To discuss and agree event details and associated costs.
- 6 MATTERS FOR REPORT ONLY**
 - Summary of agreed actions from the meeting.
 - Discussion of urgent action.
 - Items to be included for the next agenda.
 - Date, time and venue for the next meeting.

DONYATT PARISH COUNCIL

Minutes of the Extraordinary meeting held on 8th February 2023 in the David Willis room at 7.00pm.

Present: Cllr P West (Chair), Cllr D Light (Vice-Chair), Cllr B Porritt, Cllr K Light, Cllr J Attlesey, Cllr M Grabham, K Larsson (Clerk) and District Cllr R Buckler.

23/14 APOLOGIES FOR ABSENCE Cllr J McKenzie.

23/15 DECLARATIONS OF INTEREST AND DISPENSATIONS None.

23/16 PUBLIC QUESTION TIME

There were no members of the public present.

23/17 PLANNING MATTERS

APPLICATION NO. 23/00110/S73 – Dollings Pool Dairy, Donyatt Hill, Donyatt, Somerset TA19 0RY

PROPOSAL: S73 application to remove condition 9 (Traffic Regulation Order) of approval 20/00126/FUL for the demolition of existing agricultural buildings and the erection of 6 No. dwellings with the formation of a new vehicular access there to.

Councillors had no objection to the removal of the condition, however, highlighted that footpath CH11/2 runs adjacent to the northern boundary of the application site and that signage is proposed for the approximate location of the entrance to the footpath. Councillors voted unanimously in support of the application, but that the entrance to the footpath must be retained and not obstructed by the proposed signage.

In addition to the application, separate communication had been received from SCC with regards to views in relation to a request from the developer to omit street lighting from the development for ecological reasons. After discussion, councillors agreed in majority that providing the SCC street lighting engineer recommendations that “as a minimum, that the junction, the village gateway/speed limit signs and the first 30m of the new estate road be lit for road safety reasons” were followed, the parish council are happy with the developers request.

23/18 CORONATION OF KING CHARLES III CELEBRATION – MONDAY 8TH MAY 2023

Costs of proposed entertainment and activities were presented by Cllr K Light, which totalled £707.

A saving of £188 was made against the anticipated 2023 insurance renewal, which councillors agreed to allocate to the event, and the remaining costs would be taken from the general reserve.

In addition to the costs of the activities, it was agreed to produce flyers to distribute to all households in the parish and leave at public venues such as the pub and village hall. The Clerk will obtain quotes for printing.

Councillors and the clerk agreed a number of actions in relation to organisation of the event, which will be updated at the next ordinary meeting.

23/19 MATTERS FOR REPORT ONLY

Agreed Actions – There were no actions in addition to those related to the coronation event.

Items for the next agenda – Grant policy review; Coronation event actions update

Date, time and venue for the next ordinary meeting – Wednesday 8th March 2023 in the David Willis Room at 7.00pm

The Chairman closed the meeting.

DONYATT PARISH COUNCIL

Dear Councillors, you are summoned to a meeting of the Parish Council on Wednesday 8th March 2023 at 7.30pm in the Village Hall.



Clerk to the Council.
3.3.23

AGENDA

- 1 APOLOGIES FOR ABSENCE**
- 2 TO RECEIVE ANY DECLARATIONS OF INTEREST AND APPROVE ANY DISPENSATIONS**
- 3 PUBLIC QUESTION TIME INCLUDING DISTRICT AND COUNTY COUNCILLOR REPORTS**
- 4 TO CONFIRM THE MINUTES OF THE MEETINGS HELD ON 11TH JANUARY AND 8TH FEBRUARY 2023**
To consider the approval of these minutes as a true record. (Draft minutes already circulated)
- 5 DISTRICT AND COUNTY COUNCILLOR REPORTS**
- 6 FINANCIAL:** To consider that this Council approves the schedule of cheques and the Financial Report.
- 7 PLANNING MATTERS**
 - A) PLANNING DECISIONS: None.
 - B) PLANNING APPLICATIONS: PLANNING APPLICATIONS: APPLICATION NO 21/02847/FUL - The Old Mill House Stibbear Lane to Church Street Donyatt Ilminster TA19 0RG - Demolition and replacement of an agricultural building.
- 8 SOMERSET STATEMENT OF COMMUNITY INVOLVEMENT CONSULTATION:** To consider and agree response to public consultation regarding local planning policy.
- 9 GRANT POLICY:** To consider revisions to current grant policy.
- 10 CORONATION OF KING CHARLES III:** To receive updates and discuss arrangements for event on 8th May.
- 11 OUTSTANDING ACTIONS:** To receive updates and consider actions on items outstanding from previous meetings.
- 12 COUNCILLOR UPDATES**

To receive reports and consider actions on the following items:

 - A) Somerset County Council Chairs Award for Service to the Community – Cllr. B Porritt
 - B) Highways – Cllr. B Porritt
 - C) Footpaths – Cllr. D Light
 - D) Speeding/traffic calming at Sea – Cllr. J McKenzie
 - E) Village Hall – Cllr. B Porritt
 - F) Donyatt Recreation Area – Cllr. K Light
- 13 CORRESPONDENCE FOR INFORMATION**
- 14 MATTERS FOR REPORT ONLY**
 - Summary of agreed actions from the meeting.
 - Discussion of urgent action.
 - Items to be included for the next agenda.
 - Date, time and venue for the next meeting.

DONYATT PARISH COUNCIL

Minutes of the Ordinary meeting held on 8th March 2023 in the David Willis room at 7.30pm.

Present: Cllrs D Light (Vice-Chair), Cllr Porritt, Cllr K Light, Cllr Grabham, Cllr Makenzie, K Larsson (Clerk).

23/20 APOLOGIES FOR ABSENCE Cllr P West, Cllr J Attesley, District Cllr Buckler.

In the absence of Cllr West, Cllr D Light chaired the meeting.

23/21 DECLARATIONS OF INTEREST AND DISPENSATIONS None.

23/22 PUBLIC QUESTION TIME There were no members of the public present.

23/23 MINUTES OF THE MEETINGS HELD ON 11th JANUARY AND 8TH FEBRUARY 2023

RESOLVED: Councillors agreed unanimously that the minutes were a true record of the meetings.

23/24 DISTRICT AND COUNTY COUNCILLOR REPORT The District and County Councillors were not present to give a report.

23/25 FINANCIAL

A) FINANCIAL REPORTS AND CHEQUES FOR PAYMENT

The financial report to 28.2.23 was circulated to councillors and the following items were presented for payments to be authorised:

1092	Clerk Salary (Feb)	£219.20
1093	Hall Hire (Mar)	£ 14.00
1094	Clerk expenses (incl. ICO)	£ 67.80
1095	Clerk Salary (Mar)	£219.20
1096	HMRC PAYE (Feb/Mar)	£ 43.60
1097	TEN Licence Application	£ 21.00

RESOLVED: that this Council approves the schedule of payments and the financial report.

The following payments had been authorised and made since the last meeting:

1089	Hall Hire (Jan/Feb)	£ 28.00
1090	Liability Insurances	£431.45
1091	Coronation event costs	£ 71.85

23/26 PLANNING MATTERS

A) There were no new planning decisions.

B) 21/02847/FUL – The Old Mill House, Stibbear Lane to Church Street, Donyatt TA19 0RG:
Demolition and replacement of an agricultural building. Councillors had no objections to the application and a response will be sent to SSDC the planning advising this.

23/27 SOMERSET STATEMENT OF COMMUNITY INVOLVEMENT CONSULTATION

Details of the consultation were circulated to councillors in advance of the meeting by the Clerk. The consultation is looking for views in relation to the draft Statement of Community Involvement (local planning policy). It was agreed that a consolidated response would be submitted by the parish council with the following comments:

As a statutory consultee, councillors agreed that comments submitted in relation to applications should be considered with more weight. Parish councils represent their communities, and as a result, comments and recommendations are often put forward following feedback from the residents. In addition, parish councils have a wealth of in-depth knowledge of their area and local issues which could be affected by planning decisions. Councillors agreed that local knowledge was a key factor in the process and was necessary to facilitate appropriate decisions.

Councillors additionally felt there was not sufficient attention to the environmental impact of development in the planning process and more consideration should be given to 'environmental' measures in applications, particularly when looking at new developments or property. Councillors recommend environmental criteria should include some or all of the following as a minimum prerequisite, especially for new-builds :- 'passive' housing, generation of electricity via photovoltaic panels (which would affect the on-site orientation of properties), air / ground source heat pumps, mechanical ventilation with heat recovery, underfloor heating, enhanced insulation, rainwater harvesting etc.

A key item to note is that many of the residents in Somerset do not have the ability to access the online planning portal and as such there should be an easy way for those people to access the information in planning applications, allowing them to have their say as well, remembering that a number of these residents will also have limited mobility and could not attend local council offices to view plans.

Deadlines for comments from small councils are often difficult to meet due to the frequency of council meetings which are often every other month or less frequent. Currently planning officers are very accommodating with granting extensions for comments in these cases, and we hope that this will continue under the new policy and infrastructure.

23/28 GRANT POLICY

A draft updated policy was circulated to councillors in advance of the meeting. Councillors agreed unanimously to adopt the amended policy, which will be available on the DPC website. A review date of May 2025 was agreed.

23/29 CORONATION OF KING CHARLES III

Cllr K Light reported that arrangements are underway, and a Temporary Events Notice has been applied for. A site meeting will be held on 17th March. Revised costs for flyers to be printed on thicker paper will be circulated to councillors for review.

23/30 REPORTS ON OUTSTANDING ACTIONS FROM PREVIOUS MEETING

Maize Growing Farm: SCC responded to Cllr Makenzie's enquiry regarding the impact of maize growing on flooding in relation to their leased farms, and was pleased to report that the lessors are required to comply with agreement to plant certain crops to negate the effects of maize growing.

Highways issues: The clerk advised that highways have been under immense pressure with the recent weather conditions and the effect on the highways, and are prioritising works as best they can. Residents should continue to report any issues using the online reporting tool.

23/31 COUNCILLOR UPDATES

A) Somerset County Council Chairs Awards for Service to the Community: Cllr Porritt was pleased to report he attended the awards presentation with Trisha Hands, who was recognised for her many contributions to the community.

B) Highways Cllr Porritt was unable to access the online update forum for an update on the A358 project. He will contact other parishes who were likely to be in attendance for an update and report any information back to the council.

Cllr D Light advised that Highways are working closely with DPC to establish issues with drainage around the parish and make improvements as necessary to alleviate flooding.

C) Footpaths Cllr D Light reported that the top end of the cycleway at Coldharbour will be closed during the day from 3rd – 14th April to allow Wessex Water to carry out works. He also reported there is a caravan parked on the Cycleway at Watery Lane, which has been reported.

D) Speeding/Traffic Calming at Sea Cllr Makenzie reported that a response had been received from SCC Traffic Management and the residents at Sea will be meeting to discuss possible next steps.

E) Village Hall Cllr Porritt reported that business continues to pick up. Infrared heaters will soon be installed in the main hall.

F) Donyatt Recreation Area No updates.

23/32 CORRESPONDENCE FOR INFORMATION

None.

23/33 MATTERS FOR REPORT ONLY

Agreed Actions –

a. Revised flyer costs for Coronation to be circulated.

Items for the next agenda – None raised.

Date, time and venue for the next ordinary meeting – Wednesday 10th May 2023. The meeting will commence immediately following the Annual Parish Meeting at 7.00pm.

The Chairman closed the meeting.

LOCAL GOVERNMENT ACT 1972

NOTICE OF ANNUAL PARISH MEETING FOR DONYATT

NOTICE IS HEREBY GIVEN THAT:

**The Annual Parish Meeting for Donyatt will held at
Donyatt Village Hall on Wednesday 10th May 2023 at 7.00 p.m.**

The business to be transacted at the Meeting will be as follows:

- 1. Report of the Parish Council covering the activities of the Parish
for the past year.**
- 2. Reports and presentations from local organisations.**
- 3. Public Voice.**

**Philip West
Chairman Donyatt Parish Council**

1st May 2023

DONYATT PARISH COUNCIL

Dear Councillors, you are summoned to the Annual Meeting of the Parish Council on
Wednesday 10th May 2023 at 7.30pm in the Village Hall.

AGENDA

- 1 ELECTION OF CHAIR OF THE PARISH COUNCIL**
- 2 DECLARATION OF ACCEPTANCE BY THE CHAIR OF THE PARISH COUNCIL**
- 3 ELECTION OF THE VICE-CHAIR OF THE PARISH COUNCIL**
- 4 TO RECEIVE ANY APOLOGIES FOR ABSENCE**
- 5 TO RECEIVE ANY DECLARATIONS OF INTEREST AND APPROVE ANY DISPENSATIONS**
- 6 PUBLIC QUESTION TIME INCLUDING COUNTY COUNCILLOR REPORTS**
- 7 MINUTES OF THE MEETINGS HELD ON 8TH MARCH 2023**
To consider the approval of these minutes as a true record. (Draft minutes already circulated and available on the council website)
- 8 FINANCIAL**
 - a. To certify the council as exempt from a limited assurance review
 - b. To approve the Annual Governance Statement
 - c. To Approve the Annual Accounting Statements
 - d. To approve the financial statement up to 30/04/23
 - e. To approve payments requiring authorisation
- 9 TO REVIEW APPOINTMENTS AS REPRESENTATIVES ON OUTSIDE BODIES**
- 10 PLANNING APPLICATIONS**
 - a. 23/00799/HOU - Parshalls Farm Shave Lane Donyatt Ilminster TA19 0SA - Proposed two storey extension to dwelling.
 - b. 22/00982/HOU – Herne View, Donyatt Hill, Donyatt, Ilminster TA19 0RY – Single storey rear extension and alterations to garage roof and enlarge first floor window with installation on glass Juliet balcony.
 - c. 23/01157/TEA – CS 12367401 Nyeworthy Farm, Horton, Ilminster TA19 9QN – The removal of the existing 17.8m monopole with 3 antennas with its replacement with an 18m monopole with 3 antennas, 2 no. 0.3m relocated microwave dishes, 1 no. equipment rack, and ancillary equipment and works ancillary thereto (Adjacent Parish)
- 11 OUTSTANDING ACTIONS: To receive updates and consider actions on items outstanding from previous meetings.**
- 12 COUNCILLOR UPDATES**
To receive reports and consider any actions on the following items:
 - A) King Charles III Coronation Event – Cllr K. Light
 - B) Highways – Cllr. B Porritt
 - C) Footpaths – Cllr. D Light
 - D) Speeding/traffic calming at Sea – Cllr. J McKenzie
 - E) Village Hall – Cllr. B Porritt
 - F) Donyatt Recreation Area – Cllr. K Light
- 13 CORRESPONDENCE FOR INFORMATION**
- 14 MATTERS FOR REPORT ONLY**
 - Summary of agreed actions from the meeting.
 - Discussion of urgent action.
 - Items to be included for the next agenda.
 - Date, time and venue for the next meeting.

DONYATT PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held on 10th May 2023 in the David Willis room at 7.30pm.

Present: Cllrs D Light, Cllr Porritt, Cllr K Light, Cllr Grabham, Cllr McKenzie, Cllr J Attesley, K Larsson (Clerk).

23/34 ELECTION OF CHAIR OF THE PARISH COUNCIL

Cllr D Light was proposed as Chair by Cllr Porritt, seconded by Cllr McKenzie.
Cllr West was proposed as Chair by Cllr Grabham. The proposal was not seconded.
Councillors voted in majority in favour of Cllr D Light as Chair.

23/35 DECLARATION OF ACCEPTANCE BY THE CHAIR OF THE PARISH COUNCIL

Cllr D Light duly read and signed the Declaration of Acceptance of Office.
At this point in the meeting, Cllr D Light wished to take the opportunity to express thanks to Cllr West for his contribution as Chair of the Parish Council.

23/36 ELECTION OF THE VICE-CHAIR OF THE PARISH COUNCIL

Cllr Porritt was proposed as Vice-Chair by Cllr K Light, seconded by Cllr McKenzie.
Cllr West was proposed as Vice-Chair by Cllr Attesley, seconded by Cllr Grabham.
Councillors voted in majority in favour of Cllr Porritt to be elected as Vice-Chair of the parish council.

23/37 APOLOGIES FOR ABSENCE Cllr P West, Cllr Osborne

23/38 DECLARATIONS OF INTEREST AND DISPENSATIONS None.

23/39 PUBLIC QUESTION TIME There were no members of the public present.

23/40 MINUTES OF THE MEETINGS HELD ON 8th MARCH 2023

RESOLVED: Councillors agreed unanimously that the minutes were a true record of the meetings, a copy of which were signed by the Chair.

23/41 PUBLIC QUESTION TIME TO INCLUDE SOMERSET COUNCIL COUNCILLOR REPORT

There were no members of the public and the Somerset Council Councillors were not present to give a report.

23/42 FINANCIAL

- a. To council agrees that it meets the qualifying criteria to certify the council as exempt from a limited assurance review. The certificate of exemption was signed by the Clerk/RFO and Chair, Cllr D Light.
- b. The council approved the Annual Governance Statement for 2022/23, which was signed by the Chair, Cllr D Light and the Clerk.
- c. The council approved the Annual Accounting Statements for 2022/23, which were signed by the Chair, Cllr D Light and the Clerk.
- d. The financial year end statement to 31/3/23 was approved by the council, but the statement to 30/4/23 was not available due to late receipt of bank statements. The July financial report will contain the information from this period.
- e. The council approved the list payments requiring authorisation, which is annexed at the end of the minutes.

23/43 TO REVIEW APPOINTMENTS AS REPRESENTATIVES ON OUTSIDE BODIES

Councillors act as the DPC representative on the following outside bodies:

Donyatt Recreation Area Charity – Cllr K Light
Sea Community Action Group – Cllr McKenzie
Donyatt Village Hall – Cllr Porritt
St Mary's Church Donyatt PCC – Cllr Grabham
Somerset Council Parish Path Liaison Officer – Cllr D Light
Sustrans – Cllr D Light

23/44 PLANNING MATTERS

- a. 23/00799/HOU - Parshalls Farm Shave Lane Donyatt Ilminster TA19 0SA - Proposed two storey extension to dwelling.

The parish council unanimously agreed to SUPPORT the application on the basis of the proposed design being in keeping with the existing character of the property.

- b. 22/00982/HOU – Herne View, Donyatt Hill, Donyatt, Ilminster TA19 0RY – Single storey rear extension and alterations to garage roof and enlarge first floor window with installation on glass Juliet balcony.

The parish council unanimously agreed to SUPPORT the application on the basis of the proposed design improving the overall appearance of the property.

- c. 23/01157/TEA – CS 12367401 Nyeworthy Farm, Horton, Ilminster TA19 9QN – The removal of the existing 17.8m monopole with 3 antennas with its replacement with an 18m monopole with 3 antennas, 2 no. 0.3m relocated microwave dishes, 1 no. equipment rack, and ancillary equipment and works ancillary thereto (Adjacent Parish)

The council agreed to submit a ‘Comment Only’ response of “No objections” to the application.

The council’s full responses will be available on the Somerset Council planning portal against the respective applications.

23/45 REPORTS ON OUTSTANDING ACTIONS FROM PREVIOUS MEETING

Updates were provided on outstanding items. An updated actions list will be circulated to councillors after the meeting.

23/46 COUNCILLOR UPDATES

- a. King Charles III Coronation: The event was very well attended, with over 150 people throughout the afternoon. Donyatt Parish Council would like to thank everyone who was involved in and who attended the event, and in particular, thanks to Cllr K Light who took the lead in the arrangements.
- b. Highways: Damage to stonework has been noted at Coldharbour Bridge which passes over a cycleway. There is concern this could cause injury if the loose debris falls. Cllr D Light will contact Somerset Council Rights of Way for advice.
Cllr Attesley is following up with Highways regarding jetting of drains.
- c. Footpaths: Cllr D Light reported that there are very few problems currently. The public right of way at Crow Lane has been cleared and is passable. A request to re-classify as a footpath rather than Class 4 highway, which can be used by vehicles, has been made.
- d. Speeding/Traffic Calming at Sea: Cllr McKenzie reported a recent accident in Sea. The Community Action Group will continue to build their campaign and advised they have support of the Ilminster Mayor.
- e. Village Hall: Cllr Porritt reported that the recently improved flood defences are working well, as is the new heating system which seem to be much more efficient. Hire of the hall has picked up so it is busy.
- f. Donyatt Recreation Area: Cllr K Light reported that the fencing has started to be put in place and the new seesaw will hopefully be installed during June. Representatives of DRAC will be invited to a future meeting to discuss how DPC can support them moving forward.

23/47 CORRESPONDENCE FOR INFORMATION

None.

23/48 MATTERS FOR REPORT ONLY

Agreed Actions

- a. Contact Somerset Council Highways regarding jetting/clearing drains – JA
- b. Thank you notes to Coronation event supporters – KL
- c. Contact SC Rights of Way regarding Coldharbour Bridge – DL

Items for the next agenda

- d. Councillor numbers and/or volunteers
- e. Parish facilities/improvements survey

Date, time and venue for the next ordinary meeting – Wednesday 12th July 2023 in the David Willis room at 7.00pm.

The Chairman closed the meeting.

ANNEX 1. Payments Authorised

Donyatt Parish Council

Payments authorised - May 2023			
Invoice date	Payee	Description	Amount
03/05/2023	S Morley	Internal Audit	£ 40.00
03/05/2023	Donyatt Village Hall	Hall Hire - 10/5/23	£ 14.00
08/05/2023	K Larsson	Admin Expenses	£ 17.73
10/05/2023	K Light	Coronation event prizes	£ 51.58
31/05/2023	K Larsson	Clerk Salary (April)	£ 240.40
31/05/2023	HMRC	PAYE	£ 9.60

Payments authorised since March Meeting - May 2023			
Invoice date	Payee	Description	Amount
11/04/2023	MACS Printing	Coronation Flyers	£ 36.00
18/02/2023	P West	Eagle Plant Toilet Hire	£ 207.00
02/05/2023	K Light	Band payment	£ 400.00
02/05/2023	K Light	Face Painter balance	£ 85.00
02/05/2023	K Light	Bouncy Castle	£ 70.00
02/05/2023	K Light	Magician Deposit	£ 50.00
02/05/2023	J Martin	Magician balance	£ 245.00
01/05/2023	K Larsson	Clerk Salary (April)	£ 233.60
01/05/2023	HMRC	PAYE	£ 7.60
<i>Total payment to K Light for Coronation event</i>			<i>£ 605.00</i>

DONYATT PARISH COUNCIL

Dear Councillors, you are summoned to a meeting of the Parish Council on Wednesday 12th July 2023 at 7.30pm in the Village Hall.



Clerk to the Council.
7.7.23

AGENDA

- 1 APOLOGIES FOR ABSENCE**
- 2 TO RECEIVE ANY DECLARATIONS OF INTEREST AND APPROVE ANY DISPENSATIONS**
- 3 PUBLIC QUESTION TIME INCLUDING SOMERSET COUNCIL COUNCILLOR REPORTS**
- 4 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 10TH MAY 2023**
To consider the approval of these minutes as a true record. (Draft minutes already circulated)
- 5 FINANCIAL:** To consider that this Council approves the schedule of cheques and the Financial Report.
- 6 PLANNING MATTERS**
 - A) PLANNING APPLICATIONS: APPLICATION NO 23/01303/FUL- Isle Valley Equine Centre Eleighwater Knowle St Giles Chard - Change of use of existing building from sui generis equine veterinary clinic to Use Class B8
- 7 RESIDENT LETTER:** To consider content, costs and actions in relation to a survey letter to be sent to all Donyatt parishioners.
- 8 D-DAY EVENT:** To consider ideas for D-Day event on 6/6/2024
- 9 CLERK VACANCY:** To agree actions in relation to the recruitment process.
- 10 OUTSTANDING ACTIONS:** To receive updates and consider actions on items outstanding from previous meetings.
- 11 COUNCILLOR UPDATES**

To receive reports and consider actions on the following items:

 - A) Local Community Networks – Cllr. B Porritt
 - B) Coronation Event Finances – Cllr. D Light
 - C) Highways – Cllr. B Porritt
 - D) Footpaths – Cllr. D Light
 - E) Speeding/traffic calming at Sea – Cllr. J McKenzie
 - F) Village Hall – Cllr. B Porritt
 - G) Donyatt Recreation Area – Cllr. K Light
- 12 CORRESPONDENCE FOR INFORMATION**
- 13 MATTERS FOR REPORT ONLY**
 - Summary of agreed actions from the meeting.
 - Discussion of urgent action.
 - Items to be included for the next agenda.
 - Date, time and venue for the next meeting.

DONYATT PARISH COUNCIL

Dear Councillors, you are summoned to a meeting of the Parish Council on Wednesday 12th July 2023 at 7.30pm in the Village Hall.



Clerk to the Council.
7.7.23

AGENDA

- 1 APOLOGIES FOR ABSENCE**
- 2 TO RECEIVE ANY DECLARATIONS OF INTEREST AND APPROVE ANY DISPENSATIONS**
- 3 PUBLIC QUESTION TIME INCLUDING SOMERSET COUNCIL COUNCILLOR REPORTS**
- 4 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 10TH MAY 2023**
To consider the approval of these minutes as a true record. (Draft minutes already circulated)
- 5 FINANCIAL:** To consider that this Council approves the schedule of cheques and the Financial Report.
- 6 PLANNING MATTERS**
 - A) PLANNING APPLICATIONS: APPLICATION NO 23/01303/FUL- Isle Valley Equine Centre Eleighwater Knowle St Giles Chard - Change of use of existing building from sui generis equine veterinary clinic to Use Class B8
- 7 RESIDENT LETTER:** To consider content, costs and actions in relation to a survey letter to be sent to all Donyatt parishioners.
- 8 D-DAY EVENT:** To consider ideas for D-Day event on 6/6/2024
- 9 CLERK VACANCY:** To agree actions in relation to the recruitment process.
- 10 OUTSTANDING ACTIONS:** To receive updates and consider actions on items outstanding from previous meetings.
- 11 COUNCILLOR UPDATES**

To receive reports and consider actions on the following items:

 - A) Local Community Networks – Cllr. B Porritt
 - B) Coronation Event Finances – Cllr. D Light
 - C) Highways – Cllr. B Porritt
 - D) Footpaths – Cllr. D Light
 - E) Speeding/traffic calming at Sea – Cllr. J McKenzie
 - F) Village Hall – Cllr. B Porritt
 - G) Donyatt Recreation Area – Cllr. K Light
- 12 CORRESPONDENCE FOR INFORMATION**
- 13 MATTERS FOR REPORT ONLY**
 - Summary of agreed actions from the meeting.
 - Discussion of urgent action.
 - Items to be included for the next agenda.
 - Date, time and venue for the next meeting.

DONYATT PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held on 12th July 2023 in the David Willis room at 7.30pm.

Present: Cllrs D Light, Cllr Porritt, Cllr K Light, Cllr Grabham, Cllr McKenzie, Cllr J Attesley, K Larsson (Clerk).
1 member of the public.

23/49 APOLOGIES FOR ABSENCE Cllr P West, Somerset Council Cllrs Osborne and Keitch

23/50 DECLARATIONS OF INTEREST AND DISPENSATIONS None.

23/51 PUBLIC QUESTION TIME There were no questions.

23/52 MINUTES OF THE MEETINGS HELD ON 10th MAY 2023

Councillors agreed unanimously that the minutes were a true record of the meetings, a copy of which were signed by the Chair.

23/53 PUBLIC QUESTION TIME TO INCLUDE SOMERSET COUNCIL COUNCILLOR REPORT

The Somerset Council Councillors were not present but had circulated a written report in advance of the meeting. This will be included on the website.

23/54 FINANCIAL

- a. The financial year end statement to 30/6/23 was approved by the council.
- b. The council approved the list payments requiring authorisation, which is annexed at the end of the minutes.

23/55 PLANNING MATTERS

- a. 23/01303/FUL Isle Valley - Isle Valley Equine Centre Eleighwater Knowle St Giles Chard - Change of use of existing building from sui generis equine veterinary clinic to Use Class B8
The parish council unanimously agreed to SUPPORT the application on the basis it would provide employment within the area.

The council's full response will be available on the Somerset Council planning portal against the respective applications.

23/56 RESIDENT LETTER

Councillors agreed unanimously to deliver a letter with a response slip and paid return envelope for residents to indicate which future priorities they think the parish council should concentrate on. The maximum agreed cost for printing and postage supplies was £275.

23/57 D-DAY EVENT

Councillors discussed ideas for D-Day commemorative events in 2024. No agreements were reached; Cllr K Light will present proposals at the September meeting for approval by the council if appropriate.

23/58 CLERK VACANCY

Following resignation of the current Clerk, the role has been advertised and applications received. Interviews will take place before the end of July.

In order to ensure the new Clerk is equipped to carry out their duties, councillors agreed unanimously to the purchase of a laptop up to the value of £400 and other software and a printer if required, noting a budget of £700 had already been agreed for 2023/24.

23/59 OUTSTANDING ACTIONS

Cllr Attesley reported that Highways have attended to some pot holes, although others have been left. Ditches and drains have not been cleared yet.

Cllr D Light reported that although the damage to Coldharbour Bridge has been reported to Somerset Council Estates team, no update has been received and no remedial work has been carried out.

23/60 COUNCILLOR UPDATES

- a. Local Community Networks: The first meeting of the area LCN was held on 15th June and was well attended. The initial meeting focussed on process, including electing a chair and vice-chair for the LCN. Further meetings are to be scheduled, with the next planned for September.

- b. Coronation Finances: The event cost a total of £1099, with an income of £604.00. It was agreed for the income to be split equally between the Village Hall, PCC, Social Club and DRAC.
- c. Highways: Cllr Porritt reported there was recently another accident along the A358 through Donyatt, at Pound Corner involving a lorry.
- d. Footpaths: Cllr D Light reported that most paths are clear. A number of stiles are currently being updated to metal gates.
- e. Speeding/Traffic Calming at Sea: Cllr McKenzie attended a recent Ilminster Traffic & Transport Committee meeting. Next steps are to arrange a meeting between Ilminster Town Council and Donyatt Parish Council to discuss the issue.
- f. Village Hall: Cllr Porritt reported that hall has continued to be busy.
- g. Donyatt Recreation Area: Cllr K Light reported that the scheduled meeting was cancelled and needs to be re-arranged.

23/61 CORRESPONDENCE FOR INFORMATION

None.

23/62 MATTERS FOR REPORT ONLY

Agreed Actions

- a. Follow up with Highways regarding jetting/clearing drains and ditches– JA
- b. Contact Traffic Management re: Sea, including introducing monitoring device– DL
- c. Enquire re: Community Award deadline - BP

Items for the next agenda

- a. D-Day 80th anniversary arrangements

Date, time and venue for the next ordinary meeting – Wednesday 6th September 2023 in the David Willis room at 7.00pm.

The Chairman closed the meeting at 10pm.

ANNEX 1. Payments Authorised

Payments authorised - July 2023			
Invoice date	Payee	Description	Amount
12/07/2023	Donyatt Village Hall	Hall Hire (July)	£ 14.00
31/07/2023	K Larsson	Clerk Salary (M4)	£ 237.00
31/07/2023	HMRC	PAYE	£ 8.60
12/07/2023	K Larsson	Clerk Expenses	£ 18.42
Payments authorised since May 2023 Meeting			
Invoice date	Payee	Description	Amount
22/06/2023	Donyatt Village Hall	Grant	£ 2,500.00
22/06/2023	DRAC	Grant	£ 1,000.00
22/06/2023	Donyatt PCC	Grass Cutting Grant	£ 1,000.00
30/06/2023	K Larsson	Clerk Salary	£ 237.00
30/06/2023	HMRC	PAYE	£ 8.60

DONYATT PARISH COUNCIL

Dear Councillors, you are summoned to a meeting of the Parish Council on Wednesday 6th September 2023 at 7.00pm in the Village Hall.

Clerk to the Council.
7.7.23

AGENDA

1 APOLOGIES FOR ABSENCE

1a Receive resignation of Councillor Phil West.

1b Appointment of new Clerk.

1c Remuneration of Clerk

2 TO RECEIVE ANY DECLARATIONS OF INTEREST AND APPROVE ANY DISPENSATIONS

3 PUBLIC QUESTION TIME INCLUDING SOMERSET COUNCIL COUNCILLOR REPORTS

4 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 10TH MAY 2023

To consider the approval of these minutes as a true record. (Draft minutes already circulated)

5 FINANCIAL: To consider that this Council approves the schedule of cheques and the Financial Report.

6 PLANNING MATTERS

a.

7 RESIDENT LETTER: To consider content, costs and actions in relation to a survey letter to be sent to all Donyatt parishioners.

8 D-DAY EVENT: To consider ideas for D-Day event on 6/6/2024

9 CLERK VACANCY: To agree actions in relation to the recruitment process.

10 OUTSTANDING ACTIONS: To receive updates and consider actions on items outstanding from previous meetings.

11 COUNCILLOR UPDATES

To receive reports and consider actions on the following items:

- A) Local Community Networks – Cllr. B Porritt
- B) Coronation Event Finances – Cllr. D Light
- C) Highways – Cllr. B Porritt
- D) Footpaths – Cllr. D Light
- E) Speeding/traffic calming at Sea – Cllr. J McKenzie
- F) Village Hall – Cllr. B Porritt
- G) Donyatt Recreation Area – Cllr. K Light

12 CORRESPONDENCE FOR INFORMATION

13 MATTERS FOR REPORT ONLY

- Summary of agreed actions from the meeting.
- Discussion of urgent action.
- Items to be included for the next agenda.
- Date, time and venue for the next meeting.

DONYATT PARISH COUNCIL

Minutes of the Parish Council held on 6th September 2023 in the David Willis room @ 19.00hrs.

Present: Cllrs D Light, Cllr Porritt, Cllr K Light, Cllr McKenzie, Cllr J Attesley, Cllr Grabham. Z Bougourd (Clerk)

23/63 APOLOGIES FOR ABSENCE: None

23/64. NEW PARISH CLERK: Mrs Zannette Bougourd was introduced to the Cllrs as the new Clerk & Responsible Finance Officer.

23/65 RESIGNATION OF CLLR P WEST: The resignation of Cllr P west was noted.

23/66 DECLARATIONS OF INTEREST AND DISPENSATIONS: None

23/67 PUBLIC QUESTION TIME: There were no members of the public present.

23/68 MINUTES OF THE MEETING HELD ON 12th JULY 2023. There was a correction to the date of the minutes. The minutes were approved and signed by the Chairman.

23/69 FINANCIAL: This report was held over to the next meeting. ZB noted that the cheque books and statements should be sent to the Clerk.

23/70 PLANNING MATTERS:

- a) Application 16/05500/OUT Land Southwest of Canal Way Ilminster – 400 dwellings. A response had been sent with Council approval to SCC. The Council agreed that this was of significant concern.
- b) Application Number: 23/02120/TCA. Tree surgery Hopwood House. Noted, no comment.
- c) Planning Application Notification : 23/02105/TCA Tree surgery at The Old Rectory Donyatt Hill Donyatt. Noted, no comment

23/71 Cllr S OSBOURNE, representative of Ilminster Unitary Council joined the meeting @ 19.20hrs: Cllr Porritt provided a written outline of the major concerns of DPC with regard to communication with SCC. Cllr Osbourne noted that the new Council structure was still in the transformation stage. It was noted that the layby on the A358 was seriously misused and having a negative impact on adjacent farmland. DPC are requesting two large bins and a dog waste bin. After discussion it was agreed that DPC would continue to pursue local issues and copy Cllr into correspondence. Cllr Osbourne agreed to send the communication concerns to the appropriate office.

23/72 DEVELOPMENT AT CANAL WAY, ILMINSTER. After discussion it was agreed that the original application in 2017 had not been given formal approval, and the developers had now submitted a new application. DPC are extremely concerned regarding the impact on the environment and infrastructure which will result from the addition of 400 new homes. Cllr Osbourne noted these concerns, and suggested that an independent flood and environment report may have more impact with Planning, however this will require a financial commitment. It was agreed to continue lobbying the relevant authorities.

23/73 LCA MEETING: Cllr Osbourne will confirm the date by return, @ 21/09/2023. Cllr Osbourne left the meeting @ 20.15hrs.

23/74 RESIDENT LETTER: Cllr D Light noted that the response percentage was 44% with 78 forms returned. The majority of responses noted Speed indicator devices and flood prevention as priority. It was agreed to allow until the end of September for forms to be returned. Cllr light also noted that there had been a positive response from residents willing to volunteer for parish duties.

23/75 MAINTENANCE OF DEFIBRILLATOR: Cllr K Light will put a post on Facebook requesting volunteers.

23/76 D-DAY EVENT 6/6/2024: Cllr K Light noted that this date was also National Fish & Chip Day. A mobile fish & chip van had quoted £1200 for the day. After discussion it was agreed that Cllr K Light would make further enquiries and revert.

23/77 COUNCILLOR UPDATES

To receive reports and consider actions on the following items:

- A) Highways – Cllr. B Porritt. Noted that the data from road monitoring boxes was no longer available through the central Government website.
- B) Footpaths – Cllr. D Light. Foot paths are all clear, no reported issues.
- C) Speeding/traffic calming at Sea – Cllr. J McKenzie. A meeting is scheduled for
- D) Village Hall – Cllr. B Porritt. A new outside table has been installed. No other reported issues
- E) Donyatt Recreation Area – Cllr. K Light. Noted that new picnic tables and a see-saw have been installed. The remaining funds are not sufficient to install new swings. Cllr K Light to apply for community funding and revert.
- F) Drainage and flood prevention – Jimmy Attlesley. Pot hole repairs have not been satisfactorily completed. The drainage system is due to be jetted. There are no records of the work when it was carried out previously, it is difficult to locate drainage/jetting points. Cllr Attlesley noted that river water testing was being carried out by..... The bench at Pound Corner has been replaced and is ready to be installed. Cllr Attlesley will arrange installation.

The meeting closed at 21.20hrs.

AGREED ACTIONS:

Cllr D Light will contact Mrs H regarding bank documents and records.

Cllr D Light will contact P Poulton regarding the tree at Pound Corner.

DPC will continue to lobby SCC regarding communication, Canal Way proposed development and other local matters.

Cllr D Light & Cllr J Attlesley will contact Horton, request to borrow SIDS equipment and report back to the next PC meeting.

Cllr K Light will put a request for defibrillator maintenance on the Donyatt Facebook page.

Cllr K Light will research and report back to the next meeting regarding possible service providers for the D D ay event net year.

Cllr Porritt will contact Phil West regarding speed watch equipment.

Next meeting: November 8th @ 7pm in the David Willis Room, Village Hall.

Payments authorised in July 2023			
Invoice date	Payee	Description	Amount
27/7/23	MACS	Print letter	39.40
27/7/23	DVH	Coronation money	151.00
27/7/23	Donyatt Social Club	Coronation money	151.00
27/7/23	DRAC	Coronation money	151.00
27/7/23	K Light	Stamps	135.00
27/7/23	K Larsson	Expenses	32.19
Payments authorised in August 2023			
Invoice date	Payee	Description	Amount
01/08/23	MACS	Print letter	39.40
14/08/23	Ilton PC	Year end Audit training	8.75
15/08/23	Z Bougourd	Laptop	358.51
31/08/23	K Larsson	Final salary	136.18
31/08/23	HMRC	K Larson PAYE	34.40
Payments authorised in September 2023			
Invoice date	Payee	Description	Amount
01/09/23	Village Hall	Hall hire- Sept	14.00
06/09/23	Z Bougourd	Clerk salary	198.20
06/09/23	HMRC	ZB PAYE	49.40

DONYATT PARISH COUNCIL

Dear Councillors, you are summoned to a meeting of the Parish Council on Thursday, 9th November 2023 at 7.00pm in the Village Hall.



Clerk to the Council.

AGENDA

- 1 **APOLOGIES FOR ABSENCE**
- 2 **TO RECEIVE ANY DECLARATIONS OF INTEREST AND APPROVE ANY DISPENSATIONS**
- 3 **PUBLIC QUESTION TIME INCLUDING SOMERSET COUNCIL COUNCILLOR REPORTS**
- 4 **TO CONFIRM THE MINUTES OF THE MEETING HELD ON 6th September 2023**
To consider the approval of these minutes as a true record. (Draft minutes already circulated)
Matters arising:
 - a) Ilminster – Canal Way development
 - b) Sea – traffic calming/speed limit update. – Councillor McKenzie
 - c) Donyatt residents survey – Councillor D Light
 - d) D-Day arrangements- Councillor K Light
 - e) DPC Banking accounts/arrangements – Councillors D Light/W Porritt.
 - f) Tree at Pound Corner – Councillor W Porritt/Clerk
 - g) SIDS – update from Councillors Attlesey/D Light
 - h) DVH defibrillator update from Councillor D Light
 - i) Speed watch equipment – update from Councillor W Porritt.
- 5 **FINANCIAL:** To consider that this Council approves the schedule of cheques and the Financial Report.
- 6 **2024/5 Budget.** To approve the 2024/5 budget and precept.
- 7 **PLANNING MATTERS**
 - a. Dollings Pool Dairy Development - review latest proposals from the developer.
 - b. Land at Whitney Farm Whitney Hill Whitney Ilminster Somerset. To note only.
- 8 **Road safety improvements through Sea** - Donyatt P.C. working in partnership with Ilminster Town Council to achieve a mutually beneficial resolution resolves to seek to implement a 40 mph speed limit from the main A358, along the old A3037 through Sea and on to the 30mph limit on the outskirts of Ilminster.
- 9 **Donyatt Despatch Newsletter:** Discuss possible DPC sponsorship of the Donyatt despatch newsletter if they have no sponsor in any one month.
- 10 **DPC Website** – Clerk
- COUNCILLOR UPDATES**
- 11 To receive reports and consider actions on the following items:
 - A) Highways – Cllr. B Porritt
 - B) Footpaths – Cllr. D Light
 - C) Village Hall – Cllr. B Porritt
 - D) Donyatt Recreation Area – Cllr. K Light
 - E) Drainage and flood prevention – Cllr Jimmy Attlesey

12

MATTERS FOR REPORT ONLY

- Summary of agreed actions from the meeting.
- Discussion of urgent action.
- Items to be included for the next agenda.
- Date, time and venue for the next meeting.

DONYATT PARISH COUNCIL

Minutes of the Parish Council held on 9th November 2023 in the David Willis room @ 19.00hrs.

Present: Cllrs D Light, Cllr Porritt, Cllr K Light, Cllr McKenzie, Cllr Grabham. Z Bougourd (Clerk)

23/78 APOLOGIES FOR ABSENCE: Cllr Attlesey

23/79 DECLARATIONS OF INTEREST AND DISPENSATIONS: None

23/80 PUBLIC QUESTION TIME: There was one member of the public present. Questions regarding access to public footpaths were asked, in particular Manor Farm and Shave Lane. After discussion it was agreed that Cllr D Light would contact Horton PC regarding Shave lane and access off the A303.

It was also noted that website access to the Agenda and previous minutes may not be functioning correctly.

23/81 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 6th September 2023.

To consider the approval of these minutes as a true record.

Matters Arising:

23/82 a) Ilminster- Canal Way development. Previous concerns were noted, including concerns regarding recent flooding. DPC will continue to monitor the development.

23/83 b) Sea- traffic calming update. Cllr McKenzie advised that following a recent meeting with Ilminster representatives, a residents survey was recommended, also possibly installing a radar gun to record and evidence speed levels through the village. Cllr Mc Kenzie will continue to progress this matter. Ilminster TC also requested a resolution from DPC, see Agenda item 8.

23/84 c) Donyatt Residents survey: Cllr D Light reported that a good response had been received and the printed results posted on village notice boards. The notice board outside The George may need remedial works/replacing. Cllr D Light to inspect and report back. 42 residents had volunteered to assist with village events and related matters. ZB to send chart report to Cllr McKenzie for publication on Donyatt Facebook page.

23/85 d) D-Day arrangements: Cllr K Light reported that a mobile fish and chip van and a prosecco provider had been engaged. Further updates will follow in due course. It was noted that D-Day had also been designated "National Fish & Chip Day"

23/86 e) DPC Banking arrangements. General dissatisfaction was expressed regarding the current account providers: It was resolved that ZB should approach Unity Bank and open two accounts, a daily account and a call account. Signatories would be Cllrs D Light, W Porritt and Clerk. Proposed by Cllr D Light, seconded by Cllr W Porritt. Unanimously agreed.

23/87 f) Tree at Pound Corner. Extreme dissatisfaction was expressed regarding SCC's response to the request for full or part payment towards the removal of the unstable/safe trees at Pound Corner. It was resolved that DPC would follow the appeals procedure against this refusal to pay decision. Proposed Cllr W Porritt, seconded Cllr D Light,. Agreed unanimously.

23/88 g) Speed Indicator Device (SID). Cllr D Light had spoken to Cllr Attlesey. It was agreed to proceed with installing one SID and monitor the effect before installing a second unit. One unit is included in this year's budget. Proposed by Cllr D Light. Seconded Cllr W Porritt.

- 23/89** **h) DVH Defibrillator.** This was now being looked after by Rosemary Payne. ZB tabled the file copy for maintenance, Cllr D Light will pass on to Mrs Payne. Cllr McKenzie requested that an easy-to-follow guide to be published on the DPC website and possibly the Facebook page. It was noted that when the defibrillator is used, the 999 call automatically notifies the emergency services and the equipment provides detailed spoken instructions to the user. There is no need to contact Mrs Payne for assistance.
- 23/90** **i) Speed watch equipment.** Previously held equipment is no longer traceable. If equipment is required for use in Sea a new request will need to be made.
- 23/91.** The minutes were approved and signed by the Chairman.
- 23/92** **FINANCIAL:** The current financial report was tabled; the schedule of cheques was provided with the Agenda. Both were approved. Proposed by Cllr D Light, seconded by Cllr W Porritt.
- 23/93: 24/5 Budget and precept.** The budget was approved. Proposed by Cllr D Light and seconded by Cllr W Porritt. Approved unanimously. It was agreed that the current budget projection would be updated prior to the January meeting and the precept would be finalised at that meeting. It was agreed that requests for grant needed to be received in early January. It was also agreed that grants would not be automatically given based on historical procedures and any eligible bodies would need to put forward a detailed request for a grant, all of which would be considered impartially by DPC.
- 23/94. Planning:**
- a) Dollings Pool Dairy development.** It was noted that Cllr D Light had spoken to the developer, the sewage disposal will be linked into the existing sewage treatment plant, thereby removing the requirement for individual septic tanks. There were no further comments. A reply will be sent to the developer noting the above.
 - b) Land at Whitney Farm, Whitney Hill development.** The receipt of funds under the Community Infrastructure Levy (CIL) scheme were noted.
- 23/95 Road Safety measures through Sea:** It was resolved to approve the following resolution and to send on to Ilminster PC. Proposed by Cllr D Light, seconded by Cllr J McKenzie.
That Donyatt Parish Council working in partnership with Ilminster Town Council to achieve a mutually beneficial resolution resolves to seek to implement a 40mph speed limit from the main A358, along the old A3037 through Sea and on to the 30mph limit on the outskirts of Ilminster.
- 23/96 Donyatt Dispatch Newsletter:** It was agreed that limited support should be offered to the Donyatt Dispatch in circumstance when other sponsorship is not available. It was also noted that DPC would not use the Donyatt Dispatch for Council related matters.
- 23/97 DPC website:** It was noted that the current website is not easy to use and does not portray Donyatt as positively as it could. Cllr D Light will take this forward with his contact.
- 23/98 Update from Councillors:**
- a) Highways** – Cllr W Porritt noted that recent flooding had, once again, highlighted the lack of drain maintenance by SCC. The river level was below the flooding, but the surface water was unable to drain into the river due to blocked drains. It was also noted that warning road signage was inadequate in the extreme weather. Anecdotaly there is a historic map from 1973 showing drainage points, however this cannot be located. Cllr D Light noted he had identified 30 drainage points, none of which are functioning correctly.
 - b) Footpaths:** Nothing to report.
 - c) Village Hall:** Nothing to report.
 - d) Donyatt Recreation Area:** A new seesaw had been installed. Nothing further to report

- e) **Drainage and flood prevention.** Cllr Attlesey was not in attendance. No update was given.

23/99 Matters for report only.

Cllr D Light tabled a letter received from SCC on the 8th November 2023 and a copy was provided to the member of the public present. ZB noted that this item was not on the Agenda, no decisions could be made and the letter was probably not for public circulation at this time. A significant discussion took place, following which it was agreed by Cllrs present that a detailed response would be sent to Cllr Bill Revens. The Cllrs agreed that the proposals outlined in the letter could be construed as Parish Councils providing cheap labour to provide services that SCC should provide without any suggestion of a reduction in rates or any suggestion that SCC would also endeavour to reduce overall costs. All copies of the letter were retained by DPC at the end of the meeting.

The next meeting date: Wednesday January 10th 2024.

The meeting closed at 21.15hrs

Actions:

Cllr McKenzie – Continue working with Ilminster re Sea traffic calming measures.
Cllr D Light – liaise with Horton PC regarding public footpath access.
Cllr McKenzie – post Donyatt residents survey on Facebook
Clerk – send survey documents to Cllr McKenzie
Cllr D Light – inspect notice board at The George
Clerk – contact Unit Bank, open two accounts and deal with required documentation
Cllr McKenzie – post basic instructions for defibrillator operation on Facebook page.
Clerk – revise budget figures to Y/E (31/3/2024) and circulate.
Cllr D Light – progress website.
Clerk – check dates for grant submission.
Clerk – formulate precept for next meeting (submission due 19th January 2024)
Clerk – reply to Dollings Pool Dairy developer with no further DPC comment
Cllr Attlesey – progress SIDS
All Cllrs – draft and approve reply to SCC letter.
Clerk – send approved minutes with resolution re traffic calming measures in Sea to Ilminster TC

Payments due for October			
Invoice date	Payee	Description	Amount
01/10/23	K Larsson	Refund PAYE	34.40
01/10/23	SALC	Annual fee	118.41
06/10/23	Z Bougourd	Clerk salary	221.97
06/10/23	HMRC	PAYE	55.60
07/10/23	D&K Light	D Day expenses	94.51
Payments due November 2023			
Invoice date	Payee	Description	Amount
06/11/23	Z Bougourd	Clerk salary	214.05
06/11/23	HMRC	PAYE	53.51
08/11/2023	Z Bougourd	Clerk expenses	37.20
Payments due December 2023			
Invoice date	Payee	Description	Amount
09/12/2023	Z Bougourd	Clerk Salary	264.10