

# **Witham Friary Parish Council Meeting**

**Minutes of the remote meeting held on:  
Tuesday 4<sup>th</sup> May, 2021 @ 7.30pm**

Present: Hugo Brooke (Chairman) (HB), Colin Horstmann (CH),  
John Knowles (JK), Marcus Powell (MP),  
Fred Nicholls (FN), Will Sheppard (WS),  
Donna Featherstone (DF)

**05/21/01 Apologies:** Cllr Michael Gay

**05/21/02 Disclosure of Interest:** None

**05/21/03 Minutes of the Last Meeting:**

The minutes of the meeting on 14<sup>th</sup> April 2021 were approved as an accurate record.  
(Comment re open air corrected)

**05/21/03.1 Matters referred to the Chair**

HB stated that Jim Rosser had given a lot of time and help with the Parish Council accounts.  
HB proposed the Parish Council pay him 3 hours at £20 per hour. FN seconded. All agreed.

*Meeting to be suspended for the Public to speak for 2 minutes on any relevant issue.*

None present

*District and County Councillors may give short verbal reports on matters affecting the Parish.*

All councillors had seen the emailed update from Michael Gay. Regarding outdoor meetings and the Rule of 6, HB will talk to Mendip to seek clarification.

**05/21/04 Covid 19**

No further comments.

**05/21/05 Planning:** None

FN stated that the people from Strap Lane had thanked HB for meeting with them and taking time to clarify the situation. This is work in progress.

**05/21/06 Finance**

05/21/06.1 The Clerk stated that finances were looking healthy and that there was approximately £35k in the bank. HB suggested that we look to spending some on the village and asked for ideas.

FN proposed that we double what we have put aside for Witham Water legal fees, i.e. 10K. HB supported this and all agreed. DF to transfer another £5K into the savings account. 05/21/96.2 Year End/AGAR 20/21 The VAT return has been sent off. DF to re send AGAR to JK for approval. HB to meet with JK re AGAR tick sheet. CH requested copy for display on website.

05/21/06.3 To present accounts for payment:

SALC Training Year End: 20848, £30.00 *approved for payment*  
Jim Rosser – INV 2021/001: £194.00 *approved for payment*  
Clerk's timesheet- *approved for payment*

HB proposed that the Clerk's hours be increased to 25 hours per month. MP seconded that. HB also stated that the Clerk had completed her 3 months probationary period so the councillors would discuss her pay and issue a contract.

### **05/21/07 Actions**

- HB to speak to Mendip re Rule of 6 and meetings in person.
- FN stated that he had contacted highways re the damage on Holt Road who said it was the responsibility of the landowner to clear the ditch.
- HB to compile questionnaire on table tennis table.
- Questionnaire should go on Parish Council page on Website when done.
- HB to set up meeting with Network Rail and to continue chasing re aggregate spillage into Martin Howard's land.
- WS suggested that we ought to thank RH and AJ Batemans and Siddenhams Builders Merchant in Frome for their contributions. HB to send letters.
- The Code of conduct is on the website.
- HB/DF to follow up Bus Back Better
- Clerk to pay Jim Rosser £60 for assistance with accounts.

### **05/21/08 Reports**

#### **05/21/08.1 Highways (FN)**

FN reported that Highways had received a complaint from a neighbour regarding the fencing dividing a driveway. HB to ask residents to move the fence away from the road. HB also stated that it was unsightly and a painted line would be better so he would suggest this to them. Also resurfacing marks have appeared on Private Drive suggesting it will be resurfaced soon.

#### **05/21/08.2 Communications (CH)**

Nothing to report

**05/21/08.3 Recreation Ground (WS)**

WS chased Grass Valet who will get back with a quote. He hasn't been able to find out who owns the fence to the side of the Recreation Field but suggested that the Parish Council replace it, perhaps with the help of the Conker Committee. All agreed that WS should carry this out. £500 max was approved.

The Cricket club are having their AGM on 7<sup>th</sup> May and finalising the fixture list.

ROSPA will do a check on the Pump Track.

**05/21/08.4 Play Patch (JK)**

A fault was found on the large swing which has now been repaired.

**05/21/08.5 Footpaths (JK)**

Nothing further to report. Awaiting further information from MG.

**05/21/09 Network Rail Update**

MP sent an email regarding HGVs coming through the village. Network Rail will make enquiries to see who these people are and will make it clear that they should come in from the Private Drive side. Claire has this in hand. MP will keep pressure on.

**05/21/10 Witham Water Update**

The Witham Water sub committee has been reformed with HB, JK and FN. They have had their first meeting and they aim to keep meeting every couple of weeks to keep the pressure up. HB will send out Bristol Water quote to councillors.

**05/21/11 Outdoor Table Tennis**

HB to issue questionnaire.

**05/21/12 Churchyard Trees**

HB found out that some of the trees were unsafe. George Pritchard (Church) has offered to pay £750 but would be grateful for £500 from the Parish Council. HB proposed this should go ahead. All approved. CH suggested the Parish Council pay the invoices so we can claim VAT on it. HB will talk to George regarding this but thought it was a good idea.

**05/21/13 Car Park Lights**

The car park lights are going ahead.

**05/21/14 Bus Back Better**

HB suggested that Witham Friary should have a bus a couple of days a week.

CH agreed and stated that Witham Friary was extremely isolated so people couldn't go anywhere if they were not a driver. The village has an aging population who are cut off without relying on taxis or friends. All were in agreement that we should push for being involved in any future upgrading of the bus service. HB/DF to follow up.

**05/21/15      Location of Next Meeting**

HB will let councillors know once he has heard further clarification from Mendip.

**05/21/16      Other Business referred to the Clerk**

None

MP expressed gratitude to the Parish Clerk for all her hard work.  
CH stated that he was very impressed with the new Cashbook and thanks were given to Jim Rosser for his help with this.

**05/21/17      The next WFPC meeting was confirmed as Tuesday 8<sup>th</sup> June at 7.30pm.  
Venue to be confirmed.**