DUNSTER PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD At DUNSTER TITHE BARN ON Monday 11th August 2025 7.00pm

Attendees

Councillors: Geoff Dibble (Chair), Carol Ell, Alan Vicary, Kevin Sully, Peter Finney, Tony Melnyk, Tessa Williams, James Morley, Matt Griffiths and Steve Harris

Clerk: Mrs Sarah Towells

Other: Annabel Braven, Alison Hall, Fiona Harris Terry Brown and Marcus Kravis (SC)

Apologies

Councillors: Chris Oliver

Other: Chrisine Lawrence (SC)

Cllrs absent without apology: None

Prior to the start of the meeting Anabel Braven and Fiona Harris addressed the Council regarding traffic calming measures for Dunster.

25/102 To note apologies for absence: As noted above.

25/103 Any New Declarations of interest and dispensations: There were none.

25/104 Minutes of the meeting held on 14th July 2025 for approval: It was resolved to approve the minutes.

25/105 Somerset Councillor Report: Cllr Kravis reported the Council has launched a 12 week plan to address delays in processing planning applications.

25/106 Accounts

25/106.1 Approval of expenditure: It was resolved to pay the payments on the attached list.

25/106.2 Current account expenditure analysis for July 2025: It was resolved to note the figures, and Cllr Finney would sign these.

25/106.3 Bank reconciliation for July 2025: It was resolved to note the bank reconciliation which would be signed by Cllr Finney.

25/106.4 Budget Monitoring: It was resolved to note the budget monitoring which would be signed by Cllr Finney.

25/106.5 PAYE figures for July 2025: It was resolved to note these were correct and a payment of £61.94 would be sent to HMRC.

25/107 Planning:

25/107.1 To consider the following planning applications:

ENP	6/10/25/014LB	Listed building consent for the proposed works to render on front elevation and redecoration to front and rear elevations. 16, WEST STREET, DUNSTER, MINEHEAD, TA24 6SN	**It was resolved there were no objections**
ENP	6/10/25/012	Proposed demolition of existing garage/store and erection of new playroom and store together with photovoltaic panels on roof. 2, HANGERS WAY, DUNSTER, MINEHEAD, TA24 6RT	**It was resolved there were no objections**
ENP	6/10/25/013LB	Listed building consent for the proposed removal of flue, first floor ensuite and replacement of ground floor hallway floor tiles. 2 THE BALL, DUNSTER, MINEHEAD, TA24 6SD	**It was resolved there were no objections**

25/108 Review of Asset Register: It was resolved to note there were no updates.

25/109 Toilets:

25/109.1 Donation boxes: It was resolved to note the Clerk had instructed Allerford Forge to make the box.
25/109.2 Refurbishment update: The Clerk reported the refurbishment should be finished by Wednesday.

25/110 Cemetery's:
25/110.1 Cemetery 3 – Agree quote for phase 2 – fencing: It was resolved to accept the quote from G A Sully & Sons for £760.00 plus VAT
25/110.2 Cemetery 2 – Agree quote to paint gates: It was resolved to ask MSMG to paint the gates at a cost of £175.00.
25/110.3 Cemetery 1- update on replacement post: It was resolved the post had been fitted.

25/111 Allotments: Cllr Sully reported that there were 2 vacant plots. It was further resolved to add no tyres to the tenancy agreement.

25/112 Buttercross Orchard: Cllr Harris reported the hedging had been done and that plums had been picked and sold.
25/112.1 More signage in village required for the orchard: Cllr Harris reported that more signage had been ordered.

25/113 Riverside Walk: Cllr Vicary reported that both signs had broken. It was resolved to order replacements.
25/113.1 Broken posts: It was resolved Cllr Vicary would contact Dunster Estate to ask them to repair the broken posts and fencing.
25/113.2 Replacement signs: The Clerk confirmed these had been ordered.

25/114 Correspondence:
25/114.1 Letter from Environment Agency, stating they are going to sop maintenance on the Aville in 6 months' time due to financial constraints`: It was resolved to note the letter.

25/115 Review of Risk Register: It was resolved to note there were no updates.

25/116 Community/Neighbourhood plan/Top 5 priorities: It was resolved to note the group had not met so there was no update.

25/117 Consider quotes for changing to '. gov.uk' website and emails: It was resolved the Clerk and Cllr Morley would look at this.

25/118 Elect a Vice Chair: It was resolved Cllr Sully would be vice chair.

25/119 River rats: - Agree Succession Plan: Cllr Finney had put a list of all the work carried out along the river, around the village and in the Orchard. It was resolved the Clerk would put a job specification together to be agreed at the next meeting. This would then be filed and only used if needed. This would periodically be updated and would not include any works carried out on the Orchard. The Orchard committee would be responsible for work on the orchard if the River Rats discontinued for any reason.

25/120 Defibs: It was resolved the Clerk would order one to go down the Marsh side on Mr Welsh's house, along with the free one from the British Heart Foundation to go on the driftwood shop.

25/121 Defib training: It was resolved to hold a session in the Tithe Barn on 17th September, time to be agreed with the trainer.

25/122 Bus Shelters: Andy Cooper had repaired the bus shelter using the planks saved from the old bus shelter at no charge to the Parish Council.

25/123 SID's: It was resolved to defer this item until traffic calming measures had been agreed.

25/124 Artificial Intelligence and its use in Somerset Council: Cllr Melnyk asked Marcus Kravis if this was used within Somerset Council, Marcus thought Co-polit was used. Cllr Melnyk asked if Dunster Parish Council could have more information regarding this.

25/125 Clerks holiday: The Clerk would be on annual leave from 22nd August – 29th August

25/126 Items to Report:
Cllr Finney reported a meeting had been arranged with Mr McDonald to discuss affordable housing in Dunster.

25/127 Matters for the next meeting to be held on Monday 11th August 2025:
Memorial Hall
Traffic calming through Dunster

25/128 Close Meeting: The chairman declared the meeting closed 8.37 p.m.

Signed …… Date……