

DUNSTER PARISH COUNCIL
Sarah Towells – Clerk
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01984 631914

Dear Councillor

03rd December 2025

You are hereby summoned to attend the Council Meeting of the Dunster Parish Council to be held on **Monday 08th December 2025 at 7.00pm** at Dunster Tithe Barn Meeting Room for the purpose of transacting the following business. Members of the public are invited to attend the meeting. Please see Public Participation Notice.

Yours sincerely

Sj Towells

Sarah Towells - Clerk to the Council

25/200 Apologies for absence (LGA 1972 s85(1))

25/201 Declarations of Interest & Dispensations – Members to declare any interests including disclosable pecuniary interests they may have in agenda items that accord with requirements of the Parish Council’s Code of Conduct and to consider any written requests from members for dispensations that accord with the Localism Act 2011 s33(b-e). This does not preclude any later declaration.

25/202 Minutes of the Meeting held on Monday 10th November 2025 for approval (LGA 1972 sch 12 para 41 (1))(Forwarded)- To receive, approve and sign the minutes of the last Parish Council meeting held on 10th November 2025 as a true and accurate record.

25/203 Somerset Councillor Report

25/204 Accounts report

25/204.1 Approval of expenditure (to be given out day of meeting)

25/204.2 To consider current account expenditure analysis for November 2025

25/204.3 Agree Bank reconciliation for November 2025

25/204.4 To consider Budget Monitoring

25/204.5 Agree PAYE figures for November 2025

25/204.6 To receive draft Finance committee minutes (forwarded 01.12.25)

25/204.7 Agree budget for 2026/27

25/204.8 Agree precept for 2026/27

25/205 Planning: There are no applications to discuss.

25/206 Review of Asset Register – any additions or amendments

25/207 Toilets:

25/207.1 Donation box – update

25/207.2 Discuss and agree tender for toilet cleaning contract

25/208 Cemetery’s:

25/208.1 Cemetery 3 - phase two - update

25/209 Allotments: Verbal update from Cllr Sully

25/210 Buttercross Orchard: Verbal update from Cllr Harris

25/211 Riverside Walk: Verbal update from Cllr Vicary

25/212 Correspondence: For discussion and agree response/action

25/212.1 Email from Andy Fay regarding Memorial Hall

25/213 Review of Risk Register – any additions or amendments

25/214 Neighbourhood plan Group - update

25/215 Defibs – update

25/216 Highways

25/216.1 To receive Highway working group draft minutes and agree terms of reference

25/216.2 To form a Speed watch group – update

25/216.3 Report from West Somerset LCN Highway meeting

25/217 Bike racks – update

- 25/218** To agree Clerks annual pay increase
- 25/219** Items to Report
- 25/220** Matters for the next meeting to be held on Monday 12th January 2026
- 25/221** Close meeting