

**DUNSTER PARISH COUNCIL**  
**Sarah Towells – Clerk**  
**[Clerk.dunsterpc@gmail.com](mailto:Clerk.dunsterpc@gmail.com)**  
**01984 631914**

Dear Councillor

04<sup>th</sup> February 2025

You are hereby summoned to attend the Council Meeting of the Dunster Parish Council to be held on **Monday 09<sup>th</sup> February 2026 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

**25/243 Apologies for absence** (LGA 1972 s85(1))

**25/244 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.

**25/245 Minutes of the Meeting held on Monday 12<sup>th</sup> January 2026 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 12<sup>th</sup> January 2026 as a true and accurate record.

**25/246 Somerset Councillor Report**

**25/247 Accounts report**

25/247.1 Approval of expenditure (to be given out day of meeting)

25/247.2 To consider current account expenditure analysis for January 2026

25/247.3 Agree Bank reconciliation for January 2026

25/247.4 To consider Budget Monitoring

25/247.5 Agree PAYE figures for January 2026

**25/248 Planning: To discuss and agree response regarding planning applications**

EXM/26/028/TCA	Archer House Dunster Steep Dunster Minehead TA24 6FD	Proposal: Works to Trees in a Conservation Area to fell Silver Birch near building (T1), remove one small Eucalyptus limb hanging over Conifer hedge (T2), reduce 3 Conifers by 2m to match existing hedge (T3), reduce Memosa back to previous 1-2m reduction (T4).
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**25/249 Review of Asset Register** – any additions or amendments

**25/250 Cemetery’s:**

25/250.1 Cemetery 3 - phase two – discuss and agree quotes

**25/251 Allotments:** Verbal update from Cllr Sully

25/251.1 Agree quotes for fencing

25/251.2 Allotment Road being used by the School – discuss and agree a way forward

**25/252 Buttercross Orchard:** Verbal update from Cllr Harris

**25/253 Riverside Walk:** Verbal update from Cllr Vicary

**25/254 Correspondence:** For discussion and agree response/action

25/254.1 Email from Crimestoppers SW requesting a grant

25/254.2 Email from Environment Agency regarding withdrawal of maintenance - consultation

**25/255 Review of Risk Register** – any additions or amendments

**25/256 Defibs – Agree if anymore are required in Dunster**

**25/257 Highways**

25/257.1 To receive Highway working group draft minutes from meeting held on 2<sup>nd</sup> Feb and approve any recommendations

**25/258 Bike racks – update**

**25/259 Memorial Hall**

25/259.1 Discuss and agree if memorial bench for Doug Challoner should be placed outside the Hall

25/259.2 CCTV – discuss and agree if repairs are necessary

**25/260 Items to Report**

**25/261 Matters for the next meeting to be held on Monday 09<sup>th</sup> March 2026**

**25/262 Close meeting**