

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

Dear Councillor

07<sup>th</sup> January 2025

You are hereby summoned to attend the Council Meeting of the Dunster Parish Council to be held on **Monday 12<sup>th</sup> January 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

**25/222 Apologies for absence** (LGA 1972 s85(1))

**25/223 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.

**25/224 Minutes of the Meeting held on Monday 08<sup>th</sup> December 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 8<sup>th</sup> December 2025 as a true and accurate record.

**25/225 Somerset Councillor Report**

**25/226 Accounts report**

25/226.1 Approval of expenditure (to be given out day of meeting)

25/226.2 To consider current account expenditure analysis for December 2025

25/226.3 Agree Bank reconciliation for December 2025

25/226.4 To consider Budget Monitoring

25/226.5 Agree PAYE figures for December 2025

**25/227 Planning: There are no planning applications**

**25/228 Review of Asset Register** – any additions or amendments

**25/229 Cemetery’s:**

25/229.1 Cemetery 3 - phase two – discuss and agree quotes

**25/230 Allotments:** Verbal update from Cllr Sully

25/230.1 Agree quotes for fencing

**25/231 Buttercross Orchard:** Verbal update from Cllr Harris

**25/232 Riverside Walk:** Verbal update from Cllr Vicary

**25/233 Correspondence:** For discussion and agree response/action

25/233.1 Email from Andy Fay regarding Memorial Hall

25/233.2 Email from Minehead Town Council regarding boundaries

25/233.3 Email from Police with local newsletter

**25/234 Review of Risk Register** – any additions or amendments

**25/235 Neighbourhood plan Group - update**

**25/236 Defibs – update**

**25/237 Highways**

25/237.1 To receive Highway working group draft minutes and approve any recommendations

**25/238 Bike racks – update**

**25/239 Village Hanging baskets – agree way forward**

**25/240 Items to Report**

**25/241 Matters for the next meeting to be held on Monday 09<sup>th</sup> Feb 2026**

**25/242 Close meeting**