

tgDUNSTER PARISH COUNCIL
Sarah Towells – Clerk
clerk@dunsterparishcouncil.gov.uk
01984 631914

Dear Councillor

03rd June 2026

You are hereby summoned to attend the Council Meeting of the Dunster Parish Council to be held on **Monday 8th June 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

26/41 Apologies for absence (LGA 1972 s85(1))

26/42 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.

26/43 Minutes of the Meeting held on Monday 11th May 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 11th May 2026 as a true and accurate record.

26/44 Review of Asset Register

26/45 Review of Risk Register

26/46 Somerset Councillor Report

26/47 Accounts report

26/47.1 Approval of expenditure

Payable to	What for	Payment date	Amount	VAT	TOTAL
Sarah Towells	Salary for May	08.06.26	856.80	-	£856.80
Clear Councils	Insurance	08.06.26	£1170.10	-	£1170.10
EDF (DD)	Toilets	16.06.26	£62.42	£3.12	£65.54
Sarah Towells	Home working Allowance	08.06.26	£18.00	-	£18.00
SALC	Planning Training	08.06.26	£80.00	-	£80.00
Sarah Towells	Transport and parking	08.06.26	£25.88	-	£25.88
K S Cleaning	Toilets	08.06.26	£550.00	-	£550.00
G A Sully & Sons Ltd	Weedspraying	08.06.26	£583.00	£116.60	£699.60
Exmoor Society	Membership	08.06.26	£25.00	-	£25.00
SALC	Cllr Training	08.06.26	£35.00	-	£35.00

26/47.2 To consider current account expenditure analysis for May 2026

26/47.3 Agree Bank reconciliation for May 2026

26/47.4 To consider Budget Monitoring

26/47.5 Agree PAYE figures for May 2026

26/47.6 Agree Internal Auditor for 26/27

26/47.7 To consider the findings of the internal audit review

26/47.8 Approve Annual Governance Statement2025/26

26/47.9 Consider the Accounting Statements 2025/26

26/47.10 Approve Accounting Statements 2025/26

26/47.11 Chairman to sign the Accounting Statements

26/47.12 To agree dates of the period for the exercise of public rights

26/48 Planning:

ENP	EXM/26/117/LCB	Listed Building Consent to replace the existing rear roof with natural slate to include inline slate vents and replacement rooflights. Retrospective at Luttrell Arms Hotel, High Street, Dunster, TA24 6SG
ENP	EXM/26/121/HH	Removal of existing outbuilding and erection of a single storey timber summerhouse/store at Priory Gate 4, The Ball, Dunster, TA24 6SD
SC	3/21/26/026	Erection of two dwellings and associated development at Maples, Ellicombe Lane, Minehead, TA24 6TR

- 26/49 Cemetery's:** Verbal update from Cllr Sully
 - 26/49.1 Review cemetery Charges
- 26/50 Allotments:** Verbal update from Cllr Sully
 - 26/50.1 Review Allotment Charges
- 26/51 Buttercross Orchard:** Verbal Update
- 26/52 Riverside Walk:** Verbal update from Cllr Vicary
- 26/53 Dunster Steep Toilets:**
 - 26/53.1 To note donations and toilet rolls
- 26/54 Correspondence:** For discussion and agree response/action
 - 26/54.1 Email from Dunster school requesting grant for Memorial Garden
 - 26/54.2 Email from SALC regarding group Cllr training – agree way forward
 - 26/54.3 Email regarding Nutcombe Bottom from Luxborough parish Council
 - 26/54.4 Email from Somerset Council – service to the community awards 2026
- 26/55 Defibs –** Verbal update from Cllr Ell
 - 26/55.1 Agree defib for Park Street
- 26/56 Highways:** To receive Highway working group draft minutes from meeting held on 2nd June 2026 and approve any recommendations
 - 26/56.1 High Street Posts – verbal update from Cllr Vicary
- 26/57 Bike racks – updates**
- 26/58 Map on toilets to include defibs – Verbal Update from Cllr Morley**
- 26/59 Notice board for toilet block – verbal update from The Clerk**
- 26/60 Playing Fields – income and expenditure update from Cllr Sully**
- 26/61 Packhorse playing field – work required - agree way forward**
- 26/62 New Locks required for Notice boards at Memorial Hall and Bremis Road**
- 26/63 Grass Cutting at Dunster Steep**
- 26/64 Clerks verbal update**
- 26/65 Items to Report**
- 26/66 Matters for the next meeting to be held on Monday 13th July 2026**
- 26/67 Close meeting**