

DUNSTER PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD At DUNSTER TITHE BARN ON Monday 13th July
2026 7.00pm

Attendees

Councillors: Geoff Dibble (Chair), Kevin Sully, Alan Vicary, Peter Finney, Carol Ell, Barbara Bryan, James Morley, Steve Harris and Linda Dibble

Clerk: Mrs Sarah Towells

Other: Cara Strom

Apologies

Councillors: Tessa Williams, Matt Griffiths

Other: None

Cllrs absent without apology: None

26/68 To note apologies for absence: As noted above.

26/69 Any New Declarations of interest and dispensations: It was **resolved** to note there were none but Cllrs Ell and Bryan reminded the Council they were part of the village garden society regarding item 26/88

26/70 Minutes of the meeting held on Monday 08th June 2026 for approval: It was **resolved** to approve the minutes.

26/71 Review of Asset Register: It was **resolved** to note there were no changes.

26/72 Review of Risk Register: It was **resolved** to note there were no amendments.

26/73 Somerset Councillor Report: Cllr Strom reported that the crossing at Marsh Street with the cycle path was in accordance of guidance for side roads, however an audit of the area is going to be carried out. With regards to the brambles that were removed during the traffic light upgrade, a replacement hedge will not be planted, and natural vegetation will grow back over time.
Nutcombe Botton – The damaged bollards and signage will be checked, and the works should be done this year.

Local Plan consultation is open until 24th July.

Council tax reduction consultation scheme is now open.

26/74 Accounts Report:

26/74.1 Approval of expenditure: It was **resolved** to pay the following invoices:

Payable to	What for	Date	Amount	VAT	Total
Sarah Towells	Salary	13.07.26	£856.80	-	£856.80
Spot on Supplies	Toilet rolls	13.07.26	£74.22	£14.84	£89.06
EDF (DD)	Toilets	16.07.26	£59.83	£2.99	£62.82
Sarah Towells	Home working	13.07.26	£18.00	-	£18.00
SALC	Cllr Training	13.07.26	£25.00	-	£25.00
Sarah Towells	Travel	13.07.26	£20.10	-	£20.10
K S Cleaning	Toilets	13.07.26	£550.00	-	£550.00
G A Sully & Sons Ltd	Weed spraying	13.07.26	£139.00	£27.80	£166.80

G A Sully & Sons Ltd	Cut Dunster Steep	13.07.26	£500.00	£100.00	£600.00
Initial	Toilets	13.07.26	£93.93	£18.68	£112.07
Spot on Supplies	Soap	13.07.26	£47.65	£9.53	£57.18
MHPF(UK)	Orchard Rent	13.07.26	£1.00	-	£1.00
Exmoor National Park	High Street Posts	13.07.26	£625.65	£130.53	£783.18
MSMG	Fix Toilet Notice board	13.07.26	£25.00	-	£25.00

26/74.2 Current account expenditure analysis for June 2026 It was **resolved** to note the figures, and further **resolved** Cllr Finney would sign these.

26/74.3 Bank reconciliation for June 2026: It was **resolved** to note the bank reconciliation which would be signed by Cllr Finney.

26/74.4 Budget Monitoring: It was resolved to note the budget monitoring which would be signed by Cllr Finney.

26/74.5 PAYE figures for June 2026: It was **resolved** to note these were correct and no payment is due to HMRC. They were signed by Cllr Finney.

26/74.6 Application for grant of £400 from Marsh Playing Field Committee: It was **resolved** to award the grant of £400.00 which the Clerk would pay with the above payments.

26/75 Planning: It was **resolved** to note there were no planning applications or other planning matters to discuss.

26/75.1 To note Planning Committee minutes from 8th June 2026: It was **resolved** to note the draft planning minutes.

26/76 Cemetery's: Cllr Sully reported all looking good, but the new cemetery area needs strimming. It was **resolved** Cllr Sully would ask the contractor to trim it.

26/77 Allotments: Cllr Sully reported he had spoken to plot holders where their plots required work. It was **resolved** that 10% would be added to invoices for each month they are not paid. The Clerk would send a letter to each plot holder informing them of this.

26/78 Buttercross Orchard: Cllr Harris reported that general maintenance and strimming was ongoing and on 16th August for traditional Dunster Village Day the Orchard would be donating the cider.

26/79 Riverside Walk: Cllr Vicary reported all is OK and the new sign to the village has been erected.

26/80 Dunster Steep Toilets:

26/80.1 To note donations and toilet rolls: It was **resolved** to note that during June there were 49 toilet rolls used and donations of £211.93

26/80.2 Outside of public toilets: It was **resolved** the cleaning contractor would keep the outside area of the toilet block clean at a cost of £25.00 a month, the Clerk would meet him and show him what would be involved.

26/81 Correspondence:

26/81.1 Email from Dunster Estate with copy of Orchard Lease: It was **resolved** the Clerk would ask for a copy of a new lease and find out any further information regarding payments.

26/81.2 Email from Exmoor National Park regarding Avil Bridge Public Bridleway: It was **resolved** the Council agreed with a dual use bridge for horses and pedestrians as long as it was safe for both. The Clerk would respond.

26/81.2 Email from Dunster First School with update for funding for Memorial Garden: It was **resolved** to grant £300 but to ask that Dunster Parish Council be acknowledged on the plaque. The Clerk would contact the School.

26/82 Defibs: It was **resolved** to note there was no update.

26/83 Highways: It was **resolved** Cllrs Sully and Vicary would check all the grit bins and report findings back to the Clerk.

26/83.1 High Street Posts: It was **resolved** to note the repairs had been done.

26/83.2 To receive the Highway Working Group Minutes from meeting held on 2nd June 2026 and agree any recommendations: It was **resolved** to note the draft minutes and there were no recommendations.

26/84 Bike Racks: It was **resolved** not to accept the quote of £1015.00 to install one bike rack and the Clerk would let G A Sully & Sons know. It was further **resolved** to see if Cllr Cara Strom comes back with any ideas from Active Travel.

26/85 Map on toilets to include defibs: It was **resolved** to wait until all the defibs had been installed before proceeding any further.

26/86 Playing Fields – Agree way forward regarding income and expenditure: Cllr Sully reported the football club carry out all maintenance on the field; therefore, it was **resolved** not to charge them any rent for using the ground.

26/87 Packhorse playing field: It was **resolved** to note the appeal to form a working group went in the last newsletter and would go in again this month.

26/88 Garden wall on Church Street: It was **resolved** to note the wall belonged to Dunster Village Gardens and the wall has been damaged by HGV's and Coaches many times over the years. It was **resolved** the Clerk would write to Highways regarding this.

26/89 Clerks verbal update: The Clerk reported that legislation regarding publishing Cllr addresses had changed and Cllrs now have to opt in if they want their address published on the website. They also do not need to put their address on the register of interest forms. The Clerk would resend ROI forms for each Cllr to complete.

August meeting: The Clerk reported she would not be able to attend the meeting on 10th August due to having a small hospital procedure that day under general anaesthetic. It was **resolved** to hold the meeting on 11th August.

26/90 Grass Cutting at Dunster Steep: The Clerk had received a quote from the Handyman at a cost of £225.00 per cut. It was **resolved** the Clerk would ask him to do it in the Autumn to see how he does prior to offering the 3 cuts for next year. It was further **resolved** the work must not be done on a Sunday.

26/91 Items to Report:

Letter to Environment Agency – This week's Free Press

Trees are really overhanging on Dunster Steep

Holes in the High Street with 11th century Drain

26/92 Matters for the next meeting to be held on Tuesday 11th August 2026: It was resolved to note the change of date.

Emergency Plan

26/93 Close Meeting: The chairman declared the meeting closed 8.35p.m.

Signed Date.....