

DUNSTER PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD At DUNSTER TITHE BARN ON Tuesday 11th
August 2026 7.00pm

Attendees

Councillors: Kevin Sully Chair), Alan Vicary, Peter Finney, Carol Ell, Barbara Bryan and Matt Griffiths

Clerk: Mrs Sarah Towells

Other: Cara Strom (arrived at 8.10pm)

Apologies

Councillors: Tessa Williams, Linda Dibble, Geoff Dibble, James Morley and Steve Harris

Other: None

Cllrs absent without apology: None

26/99 To note apologies for absence: As noted above.

26/100 Any New Declarations of interest and dispensations: It was **resolved** to note there were none.

26/101 Minutes of the meeting held on Monday 13th July 2026 for approval: It was **resolved** to defer to the September meeting.

26/102 Minutes of the Extra-Ordinary Meeting held on Thursday 30th July for approval: It was resolved to defer to the September meeting.

26/103 Review of Asset Register: It was **resolved** to note there were no changes.

26/104 Review of Risk Register: It was **resolved** to note there were no amendments.

26/105 Somerset Councillor Report: Cllr Strom reported that an Ellicombe resident had concerns regarding increased traffic along the back road into Dunster.
Somerset Council have published the adult social care strategy for 2026-29.
Free summer child bus travel during August for 5-15 year olds.

26/106 Accounts Report:

26/106.1 Approval of expenditure: It was **resolved** to pay the following invoices:

Payable to	What for	Date	Amount	VAT	Total
Sarah Towells	Salary	11.08.26	£856.80	-	£856.80
EDF (DD)	Toilets	18.08.26	£61.69	£3.08	£64.77
Sarah Towells	Home working	11.08.26	£18.00	-	£18.00
SALC	Cllr Training	11.08.26	£25.00	-	£25.00
Sarah Towells	Travel	11.08.26	£20.10	-	£20.10
K S Cleaning	Toilets	11.08.26	£575.00	-	£575.00
G A Sully & Sons Ltd	Weed spray River	11.08.26	£168.00	£33.60	£201.60
G A Sully & Sons Ltd	Weed spray Village	11.08.26	£583.00	£116.60	£699.60
K Sully	New lock on notice board	11.08.26	£11.90	-	£11.90

Bristol City Council	Hanging baskets	11.08.26	£1042.50	£208.50	£1251.00
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26/106.2 Current account expenditure and income analysis for July 2026 It was **resolved** to note the figures, and further **resolved** Cllr Finney would sign these.

26/106.3 Bank reconciliation for July 2026: It was **resolved** to note the bank reconciliation which would be signed by Cllr Finney.

26/106.4 Budget Monitoring: It was resolved to note the budget monitoring which would be signed by Cllr Finney.

26/106.5 PAYE figures for July 2026: It was **resolved** to note these were correct and no payment is due to HMRC. They were signed by Cllr Finney.

26/107 Planning: Cllr B Bryan, Chair of the Planning committee reported the planning committee recommend the Council support the planning application EXM/26/012/LBC.

EXM/26/012/LCB	Listed Building consent for the proposed replacement of windows, doors, fascias and rainwater goods, replacement of flat roof with mono-pitch tiled roof, installation of skylight, repair of chimney and reinstatement of chimney along with internal reconfiguration at Leyland, 13 West Street, Dunster, Minehead, TA24 6SN.	It was resolved to support this application.
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26/108 Cemetery's: Cllr Sully reported all looking good, and the new cemetery had been strimmed.

26/109 Allotments: Cllr Sully reported there was presently 4 vacant plots.

26/110 Buttercross Orchard: Cllr Harris sent in a written report stating Apple Day would be held on 4th October and this would be published as usual. There has been a report of children picking unripe apples and throwing them around, so please keep an eye out for unwelcome behaviour.

26/111 Riverside Walk: Cllr Vicary had nothing to report.

26/112 Dunster Steep Toilets: Discussions took place regarding the resolution that was reached last month regarding paying the toilet contractor £25.00 each month to clean outside the toilet area. The Clerk reminded the Council of the 6-month rule. It was **resolved** to include this area in the toilet specification upon renewal of the contract but for the remainder of this contract, to ask them to charge £25.00 bi-monthly and not monthly, as it is too costly to the Council and the parishioners. Cllr Sully stated the hedge needed cutting by the toilet block and quotes for this would be sought following the creation of a new contracting committee. The Clerk stated that Somerset Council should be contacted prior to the Parish Council getting quotes on something that is not owned by them or is not our responsibility maintain.

It was discussed about closing the toilets over winter, but the Clerk assured the Council that only some units were closed last year because of the refurbishment and at least one cubicle was always available.

26/112.1 To note donations and toilet rolls: It was **resolved** to note that during July there were 49 toilet rolls used and donations of £196.89

26/112.2 Clerks verbal update: The Clerk explained that there had been some unwelcome activity in the gents' toilet regarding locks to the cleaning cupboard. The Clerk had instructed the contractor to fix an additional padlock to the cleaning cupboard. The Clerk could see no evidence on the CCTV. Things now seem to have returned to normal.

26/113 Correspondence:

26/113.1 Email from Dunster Estate with copy of expired Orchard Lease: It was **resolved** to defer this to the September meeting.

26/113.2 Email from Parishioner regarding watering the playing fields with a sprayer: It was **resolved** the Clerk would go back to the sender to collect more information.

26/113.3 Email from parishioner regarding increase in farm traffic on the lanes of Dunster: It was **resolved** that Dunster Parish Council have no concerns regarding this.

26/113.4 Email from Contractor regarding request for telephone number: It was **resolved** to note that the Council feel there may not need to be a cut to the grass verges this Autumn. It was further **resolved** the Clerk would respond to the email to say we would contact him if the need arose to have the verges cut and subject to him getting his Chapter 8 certificate. Cllr Sully was concerned that not all the verges were included and that the part from the car park entrance to the coffee kiosk was not included. The Clerk reassured the Council this was included. Cllr Sully also stated he had contacted Somerset Council for advice regarding contractors to check compliancy. The Clerk assured the Council she had seen the contractors up to date public liability insurance certificate, a copy of his waste carriers' licence and his assurance he would complete chapter 8 training prior to doing the cut. The Clerk went on to say that volunteers also require certain training and definitely a waste carriers' licence for the removal of green waste.

26/113.5 Email from Ben Parker at Minehead Town Council regarding Ellicombe: It was **resolved** the Clerk would respond to say we support the planting of an Orchard as long as the dog walking area stays.

26/113.6 Email from Thomas Thurlow regarding 2 The Ball: It was **resolved** the Council are happy for the Clerk to Counter sign the letter on behalf of the Parish Council.

26/114 Defibs: It was **resolved** Jo Clinch at Spears Cross and Nick Welsh on the Marsh would both be happy to house a defib. It was **resolved** the Clerk would contact the electrician to look at Spears Cross and Nick Welsh would get an electrician to look at his.

26/115 Highways:

26/115.1 To receive the Highway Working Group Minutes from meeting held on 4th August 2026 and agree any recommendations: It was **resolved** to note the draft minutes and there were no recommendations.

26/116 Bike Racks: It was **resolved** to place one bike rack on the Ball and the other by the parking spaces next to the Tithe Barn. Discussions regarding quotes for fitting them would be at the September meeting.

26/117 Packhorse playing field: It was **resolved** to note there was no update.

26/118 Emergency Plan: It was **resolved** to defer this to the September meeting.

26/119 Items to Report: It was **resolved** to note the Packhorse Bridge was now in urgent need of repair. English heritage have covered some of the bridge with sacking but this seems to be blown off or removed, causing more damage to the bridge.

26/120 Matters for the next meeting to be held on Monday 14th September:

Review of committees and working groups
Anti-Harassment policy
Form an Emergency Plan Committee/Working Group
Form a Contractor Committee

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

Signed Date.....