

# ENMORE PARISH COUNCIL

## DRAFT

### Minutes of the meeting held on Tuesday 7<sup>th</sup> May 2024 at 7.30pm in Enmore Memorial Hall

Attendance: Cllr. Hopkins, Cllr Jackson, Cllr Comley, Cllr Fergusson, Cllr Hucker,  
Clerk: D. McIlroy, RFO: A. Stoye.

1. Apologies received from Cllr Hubbard, Cllr Bolt.
2. There were no Declarations of Interest on Agenda Items.
3. The minutes of the meeting held on 5<sup>th</sup> March 2024 were approved and duly signed.
4. There were no Public Comments on Agenda items and Questions on matters of concern.
5. Proposed planning applications: Parish Council discussion and responses.

There were no planning applications to discuss.

6. Actions arising from previous meeting minutes.

All actions noted in the previous meeting's minutes have been carried out by the designated person with the exception of the proposed magazine entry about Broadband to be drafted by Cllr Comley, and work by Cllr Hubbard on drafting documentation for the footpath/packway modification has not yet been completed.

- 6.1 Speed management update.

Cllr Jackson has been informed by K. Tyson that the TRO has been issued. No objections have been received. However, K. Tyson stated that the cost of implementing the changes has increased and the amount to be met by the Parish Council is now expected to be of the order of £5,000 though not exceeding this figure. The reasons given for the increase were stated to be the increased cost of the TRO process and materials, including a new contractor's contract. However, for this cost, a road engineer will survey the whole route through Enmore, not just the new speed restricted area, and replace old signs and road markings as well as install new ones. The Parish Council will not be invoiced until all work is completed. A. Stoye confirmed that the Parish Council had sufficient funds to cover this cost but queried why the TRO had increased in price.

Cllr Jackson proposed that the project should proceed, this was seconded by Cllr Comley and agreed by all, but with a limit of £5,000 and on receipt of an itemised invoice.

The work is due to take place within the next three months but, as it has taken so long to implement, K. Tyson will try to prioritise it. (The installation of flashing lights outside the school is not part of the Highways programme but the work should follow the speed reduction work and improved signage through Enmore.)

Cllr Comley was able to report that the SIDs were working well, with the solar panels charging. Approximately every three months the SIDs need to be reprogrammed to reinstate disappearing messages. Cllr Comley will investigate why this happens.

Data from the SIDs is downloaded every two months. This still showed 10% of vehicles entering the village were above the speed limit and 50% exiting the village were speeding. Cllr Comley had investigated a camera mentioned in a community speed watch article but, following a discussion with PCSO Cox, had discovered that any data collected by community speed watch cameras (ie one not organised by police) would not be followed up or lead to prosecution. Unmarked police cars are now being used to undertake speed watch tasks but only on roads with high levels of speeding and were therefore very unlikely to be used in Enmore.

Cllr Comley suggested waiting until the new signage and speed limits have been implemented before Councillors revisit this subject, taking account of updated SID feedback. This was agreed as a sensible plan. Cllr Hopkins thanked both Cllr Jackson and Cllr Comley for all their work on the speed management programme.

## 6.2 Broadband update.

An Airband customer liaison representative reported at the November 2023 Council meeting that the programme for rolling out fibre to Enmore would start in Spring 2024 and be completed by Autumn 2024. Cllr Comley has had no further update but was informed that some restructuring of the company was under way and this had resulted in delays. However, having been informed that Openreach do not have the contract to deliver broadband to Enmore, he is happy to approach Somerset Council's Connecting Devon and Somerset department and ask for more information.

**ACTION:** Cllr Comley to write to Amanda Williams, Senior Economic Development Officer, Connecting Devon and Somerset Program.

## 6.3 Jubilee field/future cemetery.

Work has now been completed on both the car park and the seating area. Additionally, a water trough fed from a local spring has been installed for watering purposes. The gate posts have also been replaced. Cllr Jackson asked for the minutes to note the Parish Council's thanks to both Simon Bowditch and David Cross for all their support and work on the project.

Cllr Jackson wondered whether the gate should be padlocked to prevent unwelcome visitors/damage. The villagers would be given the code to access the field as they wished. However, it was decided to wait and revisit this should problems arise.

Cllr Jackson then also suggested that a new sign might be put up including acknowledgment of the donations and grant funding received, and that Doug Cole might be approached to help on this. The wording on the sign is to be discussed and agreed.

**ACTION:** Cllr Jackson to approach Doug Cole for his thoughts.

## 6.4 Wilder Enmore update.

Cllr Jackson gave a brief update of the activities taking place at the churchyard and school (full report available). Enmore School pupils visited the churchyard with Jem and Emma (QLPS) to identify plants and insects as the first of many outdoor lessons.

The possibility of installing benches for the children to sit on was discussed, using the remaining money from the wilding grant. However, permission would be need to be given by Revd Eleanor King.

The next village litter pick is to be on 30<sup>th</sup> June 2024 9.30-11 am.

**ACTION:** Notice to be placed in magazine and on What App village group.

Cllr Jackson is to meet with Sarah Williams from Wessex Water concerning the Durleigh nature reserve. Primarily this is to discuss if anything can be done to protect the numerous toads found around the area, but also to support the wildlife in general as a result of the success of the rejuvenation of the meadows.

With regard to hedge surveys in Enmore, Katie Read (National Landscapes) suggested contacting CPRE (countryside charity) to provide information and support since her current workload prevented her from advising on this. Cllr Jackson is waiting for a reply from CPRE.

7. Annual returns, finance report and approval of payments.
- 7.1 The Accounting Statements in Section 2 of the Annual Governance and Accountability Return (AGAR) for 2023/24 had been completed and signed by the Responsible Financial Office (A. Stoye) and provided in advance of the meeting.
- 7.2 A. Stoye reported that the Internal Audit report for the year ended 31<sup>st</sup> March 2024 had been undertaken and signed off by P. Ingram. In the course of undertaking this work P. Ingram had suggested some additional points that should be included in the record keeping to assist the audit process in the future. These have already been implemented by A. Stoye for the current year (these changes assist the checking process and are not relevant to the information provided to Councillors). Councillors noted this report and expressed their thanks to P Ingram for carrying out the Internal Audit.
- 7.3 The Annual Governance Statement was approved and duly signed by the Chairman and the Clerk.
- 7.4 The Accounting Statements were approved by Councillors and the Chairman's signature was added to this page.
- 7.5 The Certificate of Exemption (from an External Audit) was approved by Councillors and signed by the Chairman and the RFO.

A. Stoye noted that the website had been updated to show the 2024 dates for the exercise of public rights.

**ACTION** (for A. Stoye): Once the minutes have been drafted, the relevant minute references will be added to the AGAR returns, these will be scanned and added to the website. In addition the Certificate of Exemption will be sent to the External Auditor.

- 7.6 There were no comments on the finance report for 2024/2025 to date. No payments had been made in this period though the precept for the year had now been received from Somerset Council.
- 7.7 Approval was requested to reimburse the annual costs of the Parish Council website (expected to be incurred before the next Council meeting). Based on figures for 2023, these are expected to be £10 for the web domain to D. McIlroy and £132 plus reclaimable VAT to Anne Stoye, being the Wix charge for the website platform. Both bills have to be paid by debit or credit card (the Council has neither) and have historically been paid using personal cards and the costs reimbursed. If there are any changes in the amounts Councillors will be informed.

On behalf of the Parish Council, Cllr Hopkins, thanked A. Stoye for all her work in preparing the accounts and for her work over the past year.

**ACTION:** Letter to be written to P. Ingram from Enmore Parish Council thanking her for her work on the Internal Audit.

8. Discussion on the Rights of way 15/4: modification in respect the “Gully/ Ancient Packway” footpath across Enmore Golf Course.

In Cllr Hubbard’s absence D. McIlroy read Cllr Hubbard’s email/report (which had been circulated prior to the meeting). At this point she had not had sufficient time to draft documentation to apply to modify Footpath 15.4 or to designate the ‘ancient packway’ as a heritage asset. She hopes to do so as soon as possible.

**ACTION:** Cllr Hubbard to investigate and draft documentation needed for the modification.

9. Report from Footpaths Officer/Bus Partnership representative.

Cllr Hubbard had written in her email that there had been no recent developments arising from Somerset Bus Partnership and she would like to relinquish formal responsibility for this. Councillors were in agreement with this and happy for Cllr Hubbard to continue just as Footpaths Officer. Cllr Hubbard will keep an informal watching brief on the bus/public transport issues.

A footpath report was circulated prior to meeting and is available on request.

10. Report from Neighbourhood Watch.

Cllr Fergusson had nothing to report, other than an offer from our PCSO Jeremy Pigeon to meet with him should he wish. At present there is nothing to discuss or problems arising.

11. Discussion and review of start time of future parish council meetings.

Following discussion, it was agreed to keep the current starting time of 7.30 pm.

12. Discussion regarding new Enmore Village sign.

Cllr Jackson noted that there was still a missing sign on the bends above Enmore. When a replacement was first discussed Iain Porter of Quantock Hills AONB had been consulted and had advised on waiting until the expected rebranding of AONB areas as National Landscapes had taken effect. Cllr Jackson suggested writing again now that the change has been made, to ask about next steps and possible funding for one or both village signs. All agreed this would be a good idea in view of the new road signs being installed.

**ACTION:** D. McIlroy to write to Iain Porter for more information on this matter.

13. Discussion on the maintenance of ditches and verges.

Cllr Fergusson attended a LCN meeting on Highways but nothing was mentioned with regard to verges and ditches. However, Cllr Comley has discovered that, through Common Law, it is Highways’ responsibility to cut the verges and the landowners’ to clear and maintain the ditches alongside their land. After discussion about the possibility of asking for donations from villagers to maintain drains using a contractor, Cllr Hopkins pointed out that as the Parish Council would undertake the work any funding for it had to come from the precept. There were also possible issues with trespassing on property to clear ditches and damage to pipework.

**ACTION:** It was decided the first course of action would be to place a notice in the Enmore & Goathurst Magazine informing residents of their responsibility towards clearing/maintaining ditches by their land.

Cllr Hucker will meet with Simon Bowditch and enquire whether he would be happy to help in this matter and undertake a survey of affected areas of Enmore Road that flood due to blocked drains.

The meeting closed at 8.50 pm.

**NEXT MEETING** Tuesday 2<sup>nd</sup> July 2024 at 7.30 pm.

Signed: ..... Date: .....  
Chairman of Council