



Clerk: Mrs V L Brice

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6 December 2023

Axbridge Town Council

PO Box 1184

Axbridge

BS26 2WJ

**A MEETING OF AXBRIDGE TOWN COUNCIL WILL BE HELD IN AXBRIDGE TOWN HALL  
ON MONDAY 11 DECEMBER 2023 AT 7.30PM.**

Members of the public are welcome to attend.

**Mrs V L Brice  
Town Clerk**

**AGENDA**

1. Apologies for absence – to receive apologies and approve reasons for apologies, if appropriate.
2. Draft Minutes of the Council meeting held on 13 November 2023 (available) - to approve as a correct record
3. Declarations of Interest and to consider application(s) for dispensations
4. Public Participation
5. Reports from Police and Somerset Councillors
6. Written reports from members representing outside bodies and attending meetings on behalf of the Council including Museum (available) and Men's Shed
7. Planning
  - 7.1 Draft minutes of the Planning and Licences Committee meeting held on 27 November 2023 (available)
8. Administration and Finance
  - 8.1 Report of the Chairman
  - 8.2 Somerset Playing Fields Association – to consider renewal
  - 8.3 Society of Local Council Clerks – to consider membership
  - 8.4 Monthly Financial Reports (available) including Payments for ratification and approval; Receipts and Direct Debit and Standing Order payments
  - 8.5 Children's Air Ambulance – request for support
9. Highways
  - 9.1 Report of the Highways Advisory Group – November 2023 (available)
  - 9.2 Somerset Bus Partnership – to agree donation
  - 9.3 Town Car Park signs – to agree action
  - 9.4 Town Gateway sign – Cheddar end of Axbridge – to accept quote
  - 9.5 Highways matters – to report any urgent matters

10. Cemeteries, Allotments and Open Spaces Advisory Group
  - 10.1 Report of the Group - November 2023 (available)
  - 10.2 Open Spaces matters - to report any urgent matters
  
11. Leisure and Recreation (to include Changing Rooms)
  - 11.1 Report of the Chairman
  - 11.2 Play Area and Public Conveniences Logs – update
  - 11.3 Town Maintenance Report (to follow)
  
12. Personnel and Protocol
  - 12.1 Draft minutes of the meeting held on 27 November 2023 (available)
  - 12.2 Mayor’s Chain – to agree works in principle and seek quote
  - 12.3 Facilities Manager – to consider a proposal that the Facilities Manager be line-managed by the Town Clerk
  
13. Joint meeting of the Town Council and Town Trust – any update
  
14. Draft Budget and Precept 2024/25 – to consider any further amendments relating to the Asset and Service devolution matters
  
15. General Correspondence, Consultation and Diary Dates (available) including Somerset Rivers Authority Draft Strategy and Flood Action Plan and Keep Britain Tidy “Save Pennies and Protect the Planet” campaign
  
16. Exclusion of Press and Public: that, in view of the special nature of the business about to be transacted which contains personal information about individuals, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw
  
17. Confidential Item – Civic Award and Young Person’s Award Nominees – to consider recommendations from the Personal and Protocol Committee.

cc: Somerset Councillors, police and press representatives



## DRAFT MINUTES OF THE MEETING OF AXBRIDGE TOWN COUNCIL HELD IN AXBRIDGE TOWN HALL ON MONDAY 13 NOVEMBER 2023

**Meeting commenced:** 7.30p.m.

**Meeting concluded:** 9.00p.m.

**Present:** Councillor Mitton (Mayor), Page (Deputy Mayor), Browne, Faulkner, Ham, Jenkins, Jordan, Mearns, Taylor and Thomas

**Also in attendance:** Mrs V Brice (Town Clerk) and County Councillor Ferguson (for part of the meeting).

### **58.23 Apologies for Absence**

The police were unable to be represented at this meeting. The Clerk would contact the Office of the Police and Crime Commissioner to confirm whether the Sedgemoor North East team was now fully staffed.

### **59.23 Draft Minutes of the Council Meeting held on 9 October 2023**

**RESOLVED:** that the minutes of the Council meeting held on 9 October 2023 be approved as a correct record and signed by the Chair.

### **60.23 Declarations of Interest and Application for Dispensations**

#### **Declarations of Interest:**

Councillor Browne – declared a Disclosable Pecuniary Interest in relation to the reserved matters planning application 02/22/00021 for up to 53 dwellings on land to the south of Houlgate Way - living close to the site (minute 115.23(b) refers) and would leave the meeting during consideration of this item.

Councillor Mitton – declared a Disclosable Pecuniary Interest in relation to the reserved matters planning application 02/22/00021 for up to 53 dwellings on land to the south of Houlgate Way - living close to the site (minute 115.23(b) refers) (see below for dispensation).

Councillor Ham – declared a Personal Interest in the item relating to the Christmas Tree grant request being Chairman of the Sports and Social Community Club Association (minute 116.23(c) refers).

Councillor Page – declared a Personal Interest in the item relating to the Christmas Tree grant request being a member of the Sports and Social Community Club Association (minute 116.23(c) refers).

Councillor Taylor – declared a Disclosable Pecuniary Interest in relation to the reserved matters planning application 02/22/00021 for up to 53 dwellings on land to the south of Houlgate Way - living adjacent to the site (minute 115.23(b) refers) (see below for dispensation).

#### **Dispensations:**

Councillor Mitton had a dispensation to speak and vote on applications relating to this site (02/22/00021 for up to 53 dwellings on land to the south of Houlgate Way) and indicated she wished to use this dispensation at this meeting (minute 115.23(b) refers).

Councillor Taylor had a dispensation to speak and vote on applications relating to this site (02/22/00021 for up to 53 dwellings on land to the south of Houlgate Way) and indicated he wished to use this dispensation at this meeting (minute 115.23(b) refers).

### 61.23 Public Participation

No members of the public were in attendance.

### 62.23 Reports

ORGANISATIONS	REPORTS
Police	The Crime Statistics for October had been received. The damage to the car park signs had been reported.
Somerset Councillor Ham	Somerset Council had asked whether local councils may be willing to provide any services or assets they currently undertook (a list had been provided). This list would be considered by the Administration and Finance Group. Somerset Councillor Ham would also request a list of assets within Axbridge which were owned by Somerset Council. The Local Community Network meetings would be held in early January 2024 and would be looking at how communities could come together. The Council meeting on 11 December would focus on the provision of services and assets (and any impact on the budget).
Somerset Councillor Ferguson	Somerset Councillor Ferguson had sent a report to the Clerk which would be forwarded to members. He updated on the current financial situation of Somerset Council. He had also resigned as a councillor for Axbridge Town Council but would continue to represent the area as a Somerset Councillor and wished the Town Council well.

### 63.23 Written Reports – Outside Bodies

Members received reports on behalf of the Axbridge and District Museum Trust, Axe Valley Men's Shed and Sports and Social Club Association. A great deal of work had been carried out at the Station Building and plans for an application for a dropped kerb would be run by the Council in due course. The Sports and Social's quiz had been successful and a donation of £500 had been made to the Men's Shed. The main Christmas Tree was in place and the smaller trees would be installed at the weekend.

Members also received an update on plans for a memorial tree and bench in the churchyard relating to the Swiss Air Disaster (see minute 121.23)

### 64.23 Declaration and Notice of Councillor Vacancy

Members noted that Ben Ferguson had resigned from Axbridge Town Council. The Clerk had declared the vacancy and published the Election Notice. Providing an election was not sought by 23 November 2023, the Council would be free to co-opt. The vacancies would be advertised on social media.

### 65.23 Planning

#### a) Planning and Licences Committee meeting – 23 October 2023

Members received the draft minutes of the meeting held on 23 October 2023 and noted the information therein.

## **b) Houlgate Way Development**

Plans to carry out cabling works in Starrs Close had been postponed and would not take place until the Houlgate Way entrance works had been completed. Works were taking place in the top of Houlgate Way and members did not think the bus could currently access the Townsend stop and would be turning around at the surgery. The street lights had been removed whilst works were undertaken.

## **c) Axbridge Court Nursing Home**

No further update.

## **d) Planning matters**

Planning Application 02/23/00027/AGE: Certificate of Lawfulness for the existing agricultural buildings A & B, hard standing and concrete slab on Land to West of St Michaels, & to the North of A371, Cheddar Road, Axbridge, Somerset, BS26 – the Council had just been notified of this application. The Clerk would seek an extension to enable the council to consider this application, if possible, at its next committee meeting on 27 November 2023.

Homes in Sedgemoor – Open evening – councillors were invited to attend the Open Evening on 28 November 2023. Councillor Ham would be present.

## **66.23 Administration and Finance**

### **a) Report of the Group**

Members received the report of the group. The key items are set out below. The group did not intend to meet during December (with key financial information being included on the Council agenda).

### **b) Electricity Contracts**

The Clerk had renewed the electricity contracts relating to the Changing Rooms, Public Conveniences and Town Car Park street lighting, in accordance with delegated powers. The contracts would be in place for one year from 1 December 2023.

### **c) Christmas Trees and Lights**

Members considered a request from the Axbridge Sports and Social Club Association for an annual donation for the cost of the small Christmas trees – in the sum of £1220.40 (the cost had been significantly reduced following the local donation of the large tree). £1900 had been included in the budget. Lights for next year were still being sourced.

**RESOLVED:** that a grant of £1220.40 be made to the Axbridge Sports and Social Club Association towards the Christmas trees and lights.

### **d) Payroll Service**

PATA would be withdrawing its LGPS Pension service after payroll in December 2023 which would need to be taken on in-house. They would provide the necessary information and the Clerk would need to submit the information directly to the pension provider. New rates would apply from 1<sup>st</sup> December 2023 with the new monthly cost for the payroll service being £37.90. The Clerk had received paperwork relating to the Auto Enrolment Re-Declaration process. She would check the requirements and, if necessary, PATA could submit the form on behalf of the Council for a small cost.

### **e) Pay Agreement 2023**

PATA had been advised that an agreement had now been made by the NJC in regards the NALC Pay Scales effective from 1<sup>st</sup> April 2023. The Council was asked if it wished for them to increase its employees' hourly rates in line with this and calculate the arrears due from April 2023. There would be a cost of £10 per calculation.

**RESOLVED:** that the Council adheres to the NJC agreement with the new Pay Scales and confirms that it wishes PATA to make the calculations accordingly.

#### **f) Community Table**

The Christmas market would take place on Sunday 17 December. No requests had been received to use the table.

#### **g) Monthly Financial Report**

Members received a monthly financial report for November 2023 setting out the payments for ratification and authorisation. The Clerk drew attention to several recent invoices including the cost of the wreath for Remembrance Day (£20). The Council traditionally donated £100 which included the cost of the wreath and had been included in the budget. The Council's solicitor had advised that he would be willing to heavily discount his bill for the work undertaken to secure the leases for the Old Station Building. Members were grateful for this offer. Membership of the Society of Local Council Clerks was due for renewal and would be included on the agenda of the next meeting.

The financial report also included the receipts received and direct debit and standing orders payments made during October 2023.

#### **RESOLVED:**

- a) a donation of £100 be paid to the Royal British Legion;
- b) that the Clerk be delegated to pay the invoice when received from the Council's solicitor in relation to the Old Station Leases (which would be £3,400 plus VAT and expenses) providing that the expenses are reasonable;
- c) that the updated list of payment of invoices (including those mentioned above) be ratified and approved (Appendix A); and
- d) that the Direct Debit and Standing Order payments for October 2023 be ratified and the receipts for October 2023 noted (Appendix A)

#### **67.23 Highways Advisory Group**

##### **a) Report of the Highways Advisory Group – October 2023**

Members received the report of the group. The key items are set out below.

##### **b) Speed Indicator Devices**

The speed watch group was looking to prepare a business plan, but the Traffic Management Officer would not be willing to spend time investigating potential locations for the Speed Indicator Device until/unless the Council signed the Memorandum of Understanding. Members considered that it would be sufficient for the business plan to set out appropriate locations proposed (i.e. number of sites and the roads on which they are on) for the Councils consideration.

**RESOLVED:** that officers respond to the Speed Watch Group accordingly.

### **c) Town Gateways and Signage to the Reservoir**

Councillor Ham was in liaison with the local sign company regarding options/costing for Town Gateway signage and the cost of improved signage to the reservoir (reference on the agenda regarding signage to the furlong had been included in error).

### **d) Town Car Park signs**

The Town Car Park signs had been vandalised – with the parking time permitted hours having been burnt off. The vandalism had been reported to the Police. It was not possible for the council's Town Maintenance Contractor to repair the damage and the Chairman had contacted a local sign company who would inspect the signs and recommend the best course of action. It was suggested at the meeting that an additional sign simply saying "Free Car Park – 48 hours" (or words to that effect) may be a good idea and that if the regulation signs did need to be replaced, it would be an opportunity to review the wording.

### **e) Parking Spaces in The Square**

The white lining should be carried out soon. Members wished, ultimately, to look at the possibility of widening the parking spaces but any changes at this stage would require a new Order and would result in an unacceptable delay to the re-lining works.

### **f) Moorland Street Car Parking Spaces**

The Group would look at the parking space (by the footpath access to the toilets and Moorland Street) following the recent issuing of tickets to cars parked in this space. Members noted that cars had always parked there and that the website stated that there were 22 spaces, including 1 disabled bay. Members were minded to arrange for a white line to be painted to the right of this space, to clarify the situation.

### **g) Highways Matters**

Flooding – Bypass at the top of Wood Lane and at Townsend (middle of gyratory system) – officers were asked to report flooding in these areas and the need for the drains to be cleared.

Street Lighting – Road works were due to take place in West Street from 29 November to enable a street light cable to be fixed – this would be raised on social media.

Townsend bench – the Town Maintenance Contractor had removed this bench.

WestLink Bus Service – the Clerk had received correspondence from residents highlighting recent difficulties with the Westlink bus service, including being unable to use the service to get students to Weston College. Officers would bring these concerns to the attention of Westlink.

Somerset Bus Partnership - The Clerk also drew attention to correspondence from Somerset Bus Partnership including a petition calling on Somerset Council to increase its own funding of buses and an appeal seeking donations towards marketing materials promoting the extended £2 fare.

## **68.23 Cemeteries, Allotments and Open Spaces Group**

### **a) Report of the Group – November 2023**

The Group had not met since the last meeting. The next meeting would be held on 20 November 2023 and would include consideration of allotment rents and cemetery fees.

### **b) Open Spaces Matter**

Cemetery bench – the broken bench had actually been at Townsend and had since been removed.

Memorial bench – it was suggested that officers ask the Town Maintenance Contractor to liaise with the family regarding the installation of the bench at the cemetery.

## **69.23 Leisure and Recreation**

### **a) Report of the Chairman**

Members received the report of the group. The key items are set out below. The legionella test had been carried out at the changing rooms. The Chairman was looking into the litter bins on the furlong/play area – including size of bins and lids.

### **b) Play Area and Public Conveniences Logs**

The logs were not available, but inspections were taking place with visual checks of all equipment. The light over the public conveniences was broken and would be replaced. The drain cover in one of the cubicles was missing and this would be addressed.

### **c) New Swing Seat**

The contractors would shortly be coming back on site to address the installation which, whilst safe, was showing some movement in the ground.

### **d) Drinking Fountain**

There continued to be an issue with the tap, which appeared to be faulty. This was being addressed.

### **e) Town Maintenance Contractor**

The Town Maintenance Contractor had worked 9 hours during September and October - litter picking, emptying cemetery bins and clearing gullies.

## **70.23 Personnel and Protocol Committee**

The Mayor thanked members for their attendance at the Remembrance Day service. This topic would be discussed at the next committee meeting to consider, in particular, whether the Council could assist in the provision of refreshments after the service. The Clerk would write up the procedure followed on the day for future reference.

### **a) Draft minutes of the meeting held on 23 October 2023**

Members received the draft minutes of the meeting held on 23 October 2023.

### **b) Civic Service**

The Civic Service would take place on Sunday 3 March 2024. Nominations were being sought and promoted - with the deadline being 20 November 2023. Entertainment options were being pursued. The Civic Service would be considered in more detail at the next meeting.

### **c) Celebrating 50 years of Axbridge**

The Committee wished to celebrate 50 years of Axbridge Town Council probably combining it with Mayor Making. Members would consider ideas for celebrating this for further consideration.

## **71.23 Memorial Tree and Bench in the Churchyard**

Members noted the plans to plant a tree and install a memorial bench in relation to the Swiss Air Disaster and considered the wording of the plaques.

**RESOLVED:** that the Council confirms it is happy with the following proposed wording:



Tree: Planted to commemorate the 50th anniversary service of the Swiss Air Disaster, April 2023.

Bench: In memory of the Swiss Air Disaster, April 1973

### 72.23 Draft Budget and Precept 2024/25

Members received, following further discussion by the Administration and Finance Advisory Group, a revised draft budget showing estimates for this year and budget figures for next year against each cost code. The budget still showed a required precept of £130,000 as no significant savings had been identified during the revision, being a 17.12% increase in precept over the current year. Members considered the budget in light of all the information available at the present time.

**RESOLVED:** that the budget and precept for 2024/25, as circulated, be approved with a precept of £130,000 (being a 17.12% increase) subject to a further revision of the budget and precept should the Council wish to provide or finance any services during the next financial year that are currently provided by Somerset Council.

### 73.23 General Correspondence and Diary Dates

Members noted the correspondence page and diary dates, including:

Fire Safety Consultation – open until midday on 30 November 2023.

Biodiversity Net Gain Guidance Note Consultation – this would be included on the next agenda of the Planning and Licences Committee – with the consultation ending on 4 December 2023.

Community Review Project – noted.

The diary dates are as follows:

Date	Meeting	Time	Venue
Monday 13 Nov	Council	7.30pm	Axbridge Town Hall
Mon 20 Nov	Town Council – Town Trust Cemetery, Allotments and Open Spaces	7pm 8pm	Council Chamber
Monday 27 Nov	Personnel and Protocol Planning and Licences – if needed Highways	TBC (likely 6.45) TBC (likely 7.30) TBC (likely 8pm)	
Monday 11 Dec	Planning and Licences – if needed Council	6.45pm 7.30pm	Axbridge Town Hall Axbridge Town Hall
Saturday 2 Dec	Som Assoc. of Local Councils AGM		Edgar Hall

No committee or group meetings planned for December, unless needed.

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Chairman

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Date

## Appendix A

Agenda item 9.7a Ratification and Authorisation NOVEMBER 2023				
Voucher No.	Payment Ref	Supplier	Description	Total
233	BT23-24 124	Zurich Municipal	Insurance	£470.87
247	DC23-24 016	BT	Broadband	£22.74
256	DC23-24 012	Hobbycraft	Civic award box	£18.85
257	DC23-24 013	Post Office	Postage	£8.15
259	DC 23-24 014	Amazon	Office supplies	£39.35
260	DC 23-24 015	Amazon	Office supplies	£36.97
262	BT23-24 125	Somerset Association of Local Councils	Training	£50.00
263	BT23-24 126	Somerset Association of Local Councils	Training	£25.00
264	BT23-24 127	A1 Gardening and Tree Surgery Limited	Open Spaces Contract - various	£220.00
265	BT23-24 128	French Legionella Services	Annual Legionella PPM	£132.00
266	BT23-24 129	Greenslades Grounds Maintenance	Grass cutting - Furlong	£259.20
267	DC23-24 017	Amazon	Office supplies	£32.98
		A Laken	Town Main Contract Sept/Oct	135.00
		PATA	Payroll service - November	33.45
		Staff salaries & assoc. payroll organisations.	Payroll - November	4059.16
		Commuity Heartbeat Trust (Solutions) Ltd	Annual Support cost - Debib	198.00
		Clarke Willmott Solicitors	Legal Work - Old Station building	4200.00 see note
			<b>Total</b>	<b>£9,941.72</b>
NOTE: The anticipated invoice will be £3,400 plus VAT and expenses.				
Southern Electric changing rooms Quarter 3 debit amount £189.32				
Water2Business Old Railway Station £0.99 - written off				
N.B. Powers for spending : Axbridge Town Council has the General Power of Competence				

Agenda Item 9.7b Receipts - October 2023				
Voucher No	Date	Description	Customer	Total
64	23.10.2023	Hire of changing rooms	Axbridge Carnival Committee)	£20.00
65	23.10.2023	Old Station Building - Rent	Axe Valley Men's Shed Charity	£4,200.00
66	23.10.2023	Shortlands	Axe Valley Men's Shed Charity	£100.00
67	23.10.2023	Cemetery fees	Mark Sheppard (M J Sheppard Funeral Directors)	£120.00
68	23.10.2023	Car Park agreement - 5 September	Moonage Pictures (Good Girl) Limited	£150.00
69	23.10.2023	Car Park Agreement - 4, 6 and 13 September 2023	Moonage Pictures (Good Girl) Limited	£225.00
70	23.10.2023	Car Park agreement - 5 September	Moonage Pictures (Good Girl) Limited	£150.00
71	23.10.2023	Car Park agreement - July 2023	Moonage Pictures (Good Girl) Limited	£750.00
72	23.10.2023	REVISED Car Park Agreement - 4, 6 and 13 September 2023	(Moonage Pictures (Good Girl) Limited	£225.00
73	23.10.2023	Cemetery fees	Applicant - Plot GR25	£200.00
74	19.10.2023	Cemetery fees	Adams Memorials	£55.00
75	30.10.2023	Bank Interest	Lloyds Bank	£86.71
76	31.10.2023	Bank Interest	Lloyds Bank - savings	£35.68
<b>TOTAL</b>				<b>£6,317.39</b>

## Agenda item 6

Key issues from last night:

- Negotiations underway with the NT over lease renewal. Similar action necessary with the Town Trust prior to April '24
- Visitor number +30% over 2022.
- Visitor Insight Survey – 94% rated their visit as 'Very satisfied'. Stewards highly commended for their knowledge and friendliness.
- Kate Browne to step down as Secretary in March.
- Trustee and Officer roles and responsibilities realigned following the retirements of John Page and Robin Goodfellow.
- Agreement reached to explore joint resourcing of roles and personnel with the Town Trust.
- Investment review completed – CCLA funds to be retained as is for six months. Review again to be completed for May '24.
- Officer remuneration – following recent HMRC changes it is likely that ADMT will have to cease Honoraria payments and operate PAYE. This has wide ranging implications for formal employment terms and conditions etc. Project group established to review the position with objective for making formal recommendations to the board prior to implementation of any changes in April '24.
- Trustees agree, in principle, to allow a local group to undertake a paranormal investigation of the Hunting Lodge. Full details to be agreed.

*Alan*

## Agenda item 7.1



### **Axbridge Town Council Draft Minutes of the Planning and Licences Committee held on Monday 27 November 2023 in Axbridge Town Hall**

**Meeting commenced: 7.30pm**

**Meeting concluded: 8.07pm**

**Present:** Councillor Jenkins (Chair), Taylor (Vice-Chair), Jordan, Mitton and Page

**Also in attendance:** Mrs Brice (Town Clerk)

#### **77.23 PL Apologies for Absence**

**RESOLVED:** that apologies from Councillor Ham (personal commitment) be received and approved.

#### **78.23 PL Draft Minutes of the Planning and Licences Committee Meeting held on 23 October 2023.**

**RESOLVED:** that the minutes of the meetings held on 23 October 2023 be approved and signed by the Chair.

#### **79.23 PL Declaration of Interest and Dispensations**

##### **Interests:**

Councillor Mitton – declared a Disclosable Pecuniary Interest in relation to the reserved matters planning application 02/22/00021 for up to 53 dwellings on land to the south of Houlgate Way - living close to the site (minute 82/23 PL refers) (see below for dispensation).

Councillor Taylor – declared a Disclosable Pecuniary Interest in relation to the reserved matters planning application 02/22/00021 for up to 53 dwellings on land to the south of Houlgate Way - living adjacent to the site (minute 82/23 PL refers) (see below for dispensation).

##### **Dispensations:**

Councillor Mitton – had a dispensation to speak and vote on applications relating to this site (02/22/00021 for up to 53 dwellings on land to the south of Houlgate Way) and indicated she wished to use this dispensation at this meeting (minute 82 /23 PL refers)

Councillor Taylor had a dispensation to speak and vote on applications relating to this site (02/22/00021 for up to 53 dwellings on land to the south of Houlgate Way) and indicated he wished to use this dispensation at this meeting (minute 82 /23 PL refers)

**80.23 PL Public Participation** - no members of the public were in attendance.

#### **81.23 PL Planning Applications**

**Planning application number:** 02/23/00027/AGE

**Proposal:** Certificate of Lawfulness for the existing agricultural buildings A & B, hard standing and concrete slab.

**Location:** Land to West of St Michaels, & to the North of A371, Cheddar Road, Axbridge, Somerset, BS26

The Council had been notified of this application and did not wish to make any comments.

**Planning application number:** 02/23/00028/AGE

**Proposal:** Erection of a two-storey dwelling with garage and associated works.

**Location:** Land To The West Of, Axbridge Moor Drove, Axbridge, Somerset, BS26 2BA

**RESOLVED:** that Somerset Council be advised that Axbridge Town Council objects to the above-mentioned application on the following grounds:

- Compliance with national, regional and local planning policy and guidance:
  - The proposed development is contrary to Axbridge Neighbourhood Plan and Sedgemoor District Local Plan. This site is not included in the Neighbourhood Plan as a site for development and was not identified in the Call for Sites. It is, in fact, designated as a flood plain (flood zone 1 and 2). It is also contrary to the Neighbourhood Plan given the scale and character of the proposed development and the impact on the natural environment (Policy H&NE-1). Axbridge has already met the requirements for new homes identified in these Plans with the recent and approved developments/allocations.
  - The site is an agricultural field, outside of the settlement boundary. There is no need to build outside the planning line at all, including a large-scale self-build property which is not in keeping with the area.
- The impact upon the character and appearance of the area or street including the appropriateness of design, materials, landscaping etc
  - Whilst the Town Council acknowledges the size has been reduced, the proposed dwelling is still of a significant size in comparison to the surrounding dwellings - the scale of the proposed development is not appropriate and not in keeping with the surrounding area – and will have a negative impact on the character and appearance of the area.
- The impact of the building on its neighbours through overshadowing, overlooking and loss of privacy
  - Given the size of the parcel of the land, the scale of the proposed dwelling which runs behind 4/5 dwellings, and the proximity to those properties on the south side of Bailiffs Close, this development will have a detrimental impact.
- Effect on the landscape
  - The scale and design of the proposed dwelling in this location will have a negative impact on the landscape as set out above.
- Traffic generation and road safety
  - The site is at the end of Moorland Street, which already suffers from traffic congestion, parking issues and road safety, in the vicinity of the local school in Moorland Street. The last section of the road is narrow and the proposed development will exacerbate the situation.
- Other environmental issues, such as noise
  - As stated above, and in the application documentation, the site is a designated flood plain.
  - The development will not enhance the natural environment (landscape, biodiversity and habitats) and will impact on wildlife, especially bats; it is within Zone B of the

Bat Consultation Zone associated with the North Somerset and Mendip Special Area of Conservation.

### **82.23 PL Houlgate Way Development**

The Clerk would advise the developer that the traffic lights on Houlgate Way were broken and would also seek confirmation that the works would finish this week – as the other main access road into the Town would be closed from 29 November 2023. Members also wished for the Clerk to contact Somerset Highways to clarify the situation regarding the proposed

yellow lining works, to seek further information regarding the parking bays and the timescale for completion of these works. It was noted that works were taking place around Jack Todd's Memorial Garden.

### **83.23 PL Planning Applications delegated to the Clerk or Notified by the Planning Authority - none**

### **84.23 PL Recent and Current Planning Applications**

Members received the list detailing recent applications and planning decisions. Two new applications had recently been received:

02/23/00029 Certificate of Lawfulness for Proposed Use/Development for the proposed rear extension replacement structure (notification only – but would be included on the agenda of the next meeting if not determined in the meantime);

02/23/00031 Telecommunications Determination as to whether prior approval is required in relation to works at the Mast at Fry's Hill (the Council had previously been advised of these proposals and the application would be considered at the next meeting)

### **85.23 PL Enforcement Matters – none**

### **86.23 PL Licensing Matters**

Axbridge Court Nursing Home – Following earlier concerns, the Council had previously been advised that the building was not occupied and that the advert had been removed. There was no further update.

### **87.23 PL Biodiversity Net Gain Guidance Note Consultation**

Members noted this consultation but did not wish to make any comments.

### **88.23 PL Planning Decisions and Correspondence Received**

Members received/noted the following correspondence:

- Somerset Council – Sealed Road Closure Order for Santa in the Square
- Somerset Council - Plan-it Somerset: Issue 2
- Invitation: Homes in Sedgemoor Open Evening
- CPRE – campaigns
- Environment Agency – Nuclear Regulation News - Radioactivity in food and the environment report
- North Somerset Council - Wraxall and Failand Neighbourhood Plan consultation
- North Somerset Council - Review of Local List of Planning Application requirements

**89.23 PL      Date of Next Meeting**

**RESOLVED:** that the next meeting be held on 11 December 2023, prior to the Council meeting (if needed)

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Chairman

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Date

## Agenda item 8.4

Agenda Item Payments for Ratification and Authorisation - November 2023			
8.4a			
Voucher No	Supplier	Description	Total
294	Amazon (to ratify)	Office supplies	£43.96
311	Somerset Council	Bin emptying & public conven. cleaning contract 6mth	£5,987.34
312	Greenslades Grounds Maintenance	Grass cutting - Furlong	£172.80
313	PATA UK	Payroll - service	£63.45
314	Payroll - December (included backdated pay & assoc. costs -since April 2023	Staff salaries and assoc. payroll organisations	£6,601.38
315	Clarke Willmott LLP (agreed at prev meeting)	Old Station Building - Legal fees	£4,132.20
	<b>TOTAL</b>		<b>£17,001.13</b>

N.B. Powers for spending: Axbridge Town Council has the General Power of Competence

Agenda item.... Receipts November 2023				
Voucher	Date	Customer	Description	Total
78	02.11.2023	Plot 5D	Allotment rent	£5.00
79	02.11.2023	Plusnet	Broadband	£33.20
77	09.11.2023	Plot 8A	Allotment rent and deposit	£47.50
80	09.11.2023	HMRC VAT	VAT repayment	£1,271.47
81	09.11.2023	Lloyds Bank	Bank Interest	£92.38
82	29.11.2023	C V Gower Funeral Directors Ltd	Cemetery fees	£240.00
83	30.11.2023	Lloyds Bank - savings	Bank Interest	£33.56
			<b>Total</b>	<b>£1,723.11</b>

Agenda Item 8.4c Direct Debit and Standing Order Payments - November 2023					
Voucher No	Supplier	Description	Net	VAT	Total
277	Somerset Council	Business Rates - Town Car Park	£104.00	£0.00	£104.00
278	Somerset Council	Business Rates - Moorland Street Car Park	£120.00	£0.00	£120.00
279	O2	Telephone - Assistant Clerk	£15.63	£3.13	£18.76
280	Vodafone	Telephone - Clerk contract	£13.34	£2.67	£16.01
281	Vodafone	Telephone - Clerk Device Plan	£12.50	£2.50	£15.00
282	Zoom	Video Conferencing	£12.99	£0.00	£12.99
283	BT	Broadband	£18.95	£3.79	£22.74
285	Npower	Electricity - Moorland St Car Park	£12.79	£0.64	£13.43
286	SSE Southern Electric	Electricity - Town Car Park	£7.90	£0.40	£8.30
287	SSE Southern Electric	Electricity - Public Conveniences	£0.00	£0.00	£0.00
288	SSE Southern Electric	Electricity - Changing Rooms	£30.48	£1.52	£32.00
289	Water2Business	Water and Sewerage - Public Conveniences	£54.50	£0.00	£54.50
290	Water2Business	Sewerage - Town Car Park	£10.22	£0.00	£10.22
291	Water2Business	Sewerage - Moorland Street Car Park	£10.22	£0.00	£10.22
292	Water2Business	Water and Sewerage - Changing Rooms	£30.50	£0.00	£30.50
295	Somerset Council	Business Rates - Council Office	£51.00	£0.00	£51.00
	<b>TOTAL</b>				<b>519.67</b>



## **Agenda item 9.1**

### **Highways notes for the Council meeting Monday 13 November 2023**

#### **Meeting held Monday 23 October 2023 and additional aspects**

**Present:** Pauline Ham, Graham Page, Frankie Mitton.

**Apologies:** Mike Taylor, Reece Faulkner.

#### **Town Car Park:**

A resident, has requested that we discuss the parking in Axbridge, which we duly did. We request the following response:

*The available car parks are for use by all; residents, those working within the town and visitors, the latter of which are encouraged for the prosperity and vibrancy of the local economy. Prior to Axbridge Town Council's purchase of the car parks both facilities incurred charges. We decided to remove these. It was agreed from the outset there would be no permit parking.*

*We would also like to stress that, from the beginning of the application process at "Lavender Rise", Axbridge Town Council petitioned the developers and Sedgemoor District Council for more parking but were ignored by both.*

*Axbridge Town Council is always actively seeking additional parking facilities within the town but these are limited for reasons of available space and finances.*

The parking time permitted hours have been burnt off. Quotes are received below.

#### **Moorland Street Car Park:**

We are looking at the required white lining adjacent to the disabled space and, also, at repainting the Keep Clear by the school entrance.

#### **The Square:**

We are continuing to consider the best way forward for wider spaces in The Square. The request will be included in the list of lining improvements to be included in the traffic order in 2024.

#### **Bus Update:**

We have received a response from the Transport Planning Officer (available) reference the Westlink Bus service. We suggest a response:

*Thank you for your response but as this obviously isn't working we would appreciate your support and assistance in improving the service. We will also be contacting WeDRT directly to see what can be achieved.*

Somerset Bus Partnership are continuing to campaign to save our bus service. The £2 service has been extended to December 2024 and to promote awareness and use of this they are requesting donations towards the cost for advertising decals.

**We would like to propose a £100 donation to this scheme.**

#### **Town Signage quotes:**

- **Town Car Park sign repair options:**
  - Patch damaged area £16.20 x 2 = £32.40
  - + Installation of patches £45.00
  - Recover whole car park signs £48.60 x 2 = £97.20
  - Remove signs sand down and repair £165.00
- **Town Car Park additional sign: “48 Hours Free Parking”** to be above the main sign £32.00 x 2 and fixings £50.00. Total cost £114. We probably only need 1 sign at the entrance?
- **Axbridge Gateway sign:** Double sided sign and fixings. £151 x 2 = £302 + £18 for fixings. They can do the posts but Aileen said Highways could provide these (a price from both would be preferable). We will also need appropriate road markings which we could hopefully incorporate in the Traffic Order with the other white lining. A sign at Townsend would be very hard to site.
- **Defib signs:** 2 for posts in The Square £22.00 each
- **Improved Reservoir Signage:** The problem of traffic using Moorland Street seems to have improved so we don't think a new sign is needed. We will continue to monitor it.

#### **Prowse Lane:**

- We want to keep this on the agenda for now.

#### **Cross Lane Footpath**

- With the financial crisis facing Somerset any funding for this project is unlikely in the near future.

#### **SIDS:**

We propose to hold a meeting with members of the SID group to discuss what they are actually asking and what we can offer. We want to be supportive but they need to provide a business plan before we can sign anything.

#### **Ongoing items:**

- Kissing gate needs siting. Andy has asked to be reminded of the exact siting.
- White lining traffic order – we need to be aware of the timeline and to add works we want included.

#### **Attachments:**

- Bus Update: sponsorship
- Proposed signs

## Bus update: Sponsorship

WE NEED YOUR HELP! Somerset Bus Partnership has been campaigning to improve Somerset's bus services for nearly 3 years. We are probably the most active bus user group in the country. However, we now need money to help fund our next campaign and to produce the marketing materials. As the £2 fare has been extended to December 2024, we need to reprint all the decals but they cost £6 each.

**Somerset Bus Partnership**

Can You Help Us?



Somerset Bus Partnership has been campaigning to improve Somerset's bus services for nearly 3 years. We are probably the most active bus user group in the country. However, we now need money to help fund our next campaign and to produce the marketing materials.

As the £2 fare has been extended to December 2024, we need to reprint all the decals but they cost £6 each.

Somerset Bus Partnership needs help to fund this. So this is an appeal to see if you might be able to donate some money towards the cost of this. The £2 fare is resulting in increased bus usage hence we need to step up our promotion of the £2 fare.

Unless we increase bus use further, we face more bus cuts in the future as Somerset Council doesn't have enough money to fund our buses.

If you can donate just £6 that would buy one decal.

## Proposed signs:

**48 Hour Free Parking**

x2 1200x150mm dibon panel to fit above carpark signs with post fixings

**Welcome to Axbridge Town Car Park**

Axbridge Town Car Park is a **free** car park and is intended for the temporary parking of vehicles.

**Parking Regulations**

- Anyone who uses the car park for anything other than temporary parking will be treated as a trespasser.
- The Council will use its powers to use reasonable force to eject any such trespassers from its land and/or will take legal proceedings to prevent further such trespass.
- No vehicle may stay for more than 48 consecutive hours. There shall be no return within 2 hours.
- These time restrictions do not apply at weekends and public holidays, or to permit holders.

**Furthermore:**

- Lorries, caravans and trailers and vehicles (except coaches) over 3.5 tons are not permitted to park.
- In this car park there shall be no overnight sleeping, no ball games, no skateboarding, skating or cycling.
- The dumping of rubbish is illegal.
- All vehicles must display a current valid tax disk and be currently insured.
- Parking is permitted in the marked bays ONLY.
- A "Blue Badge" must be displayed when parking in a disabled bay.
- Trading, food sales, and commercial activities of any kind are strictly prohibited, unless permission has been given in writing in advance, by the Council, to so trade. Any such trade shall occur only on the date(s) and at the time(s) specified in writing.
- This car park is patrolled and an excess charge of **£60.00** may be issued for failing to comply with the regulations. Failure to pay an excess charge may result in prosecution.
- Please note that still photographs may be used for enforcement.
- All vehicles are parked at the owners' risk.

A full copy of the regulations and information about obtaining a parking permit can be found on the Town Council website: [www.axbridge-tc.gov.uk](http://www.axbridge-tc.gov.uk) or may be obtained from the Town Clerk - 07884 264033

1 off Double Sided Village Gateway Sign with post fixings

## Agenda item 10.1

# CAOS ZOOM MEETING MINUTES 20 November 2023

Present	Cllr Browne	Cllr Jenkins	Cllr Jordan
	Cllr Mearns		
Apologies	Cllr Faulkner	Cllr Mitton	Cllr Page

## ALLOTMENTS

### *Inspection on 20 September 2023*

Cllr Jordan advised the meeting that allotmenters had been notified of the results of the 20 September 2023 inspection by the Assistant Clerk and that she had subsequently written to the one allotment holder who had raised concerns over the inspection methodology.

### *Next inspection*

**IT WAS AGREED** that the next inspection would take place on 10 January 2024 at 10 o'clock.

### *Tenancies*

**IT WAS NOTED** that there was currently an (unusual) excess of plots over present tenants. **IT WAS AGREED** to make reference to this on Facebook with a view raising the interest of individuals locally.

### *Rent increase*

**THE MEETING FELT** that it would not be unreasonable to increase the price of tenancies provided that this could fairly reflect the Town Council's operating costs. Cllr Jordan to investigate these.

### *Paths/side paths*

**IT WAS AGREED** to obtain a price at the renewal of the current contract in April 2024 for maintaining and managing the paths/side paths.

### *Water*

**IT WAS NOTED** that there was uncertainty over the liability for the water supply to the troughs, but that no action should presently be taken pending clarity on this from the National Trust.

## CEMETERY

### *Charges*

Cllr Jordan **TABLED** a comparative schedule of fees at 2019 for cemeteries levied in Axbridge, Cheddar, Shipham and Wedmore. It was **NOTED** that the State Children's Funeral Fund was effectively deployed in the interment of children which distorted the

amounts, but that there was little overall variation in the sums involved. **IT WAS AGREED** to take no action now but to keep the level of charges under review.

#### *Memorial bench*

Cllr Jordan **REPORTED** that Andy Laken had advised that there was sufficient space in the garden of remembrance to accommodate a memorial bench for the Caple family.

#### *Moss*

**IT WAS DETERMINED** that as with the paths/side paths in the allotments, the opportunity should be taken at the renewal of the current open spaces contract in April 2024 to obtain a price for managing and/or eradicating the mossy areas in the cemetery.

## **OPEN SPACES**

There were no concerns.

## **GENERAL**

The meeting **NOTED** that various areas of activity had not been completed owing to Andy Laken's recent illness.

**DATE OF NEXT MEETING** 15 January 2024.

## Agenda item 12.1



### **Axbridge Town Council Minutes of the Personnel and Protocol Committee held on Monday 27 November 2023 in Axbridge Town Hall**

**Meeting commenced: 6.30pm**

**Meeting concluded: 7.28pm**

**Present:** Councillors Mitton (Mayor), Page (Deputy Mayor) (from minute 73.23), Browne and Taylor.

**Also in attendance:** Mrs Brice, Town Clerk

#### **90.23 PL      Apologies**

**RESOLVED:** that apologies for absence from Councillor Ham (personal commitment) be received and approved.

#### **91.23 PL      Declarations of Interest – none**

#### **92.23 PL      Minutes of the Committee Meeting held on 23 October 2023**

**RESOLVED:** that the minutes of the Personnel and Protocol Committee meeting held on 23 October 2023 be approved as a correct record and signed by the Chairman.

#### **93.23 PL      Public Participation – no public or press were in attendance.**

#### **94.23 PL      Storage and Embellishment of Maces**

The Town Trust would be happy to accommodate the storage of the maces (either in the Town Hall or in the museum). Members didn't feel the museum would be the best environment to store the wooden maces but welcomed the idea of robing room. Final arrangements would be made once a storage box was available. Councillor Ham would speak with the Men's Shed regarding the possibility of making a storage box and how best to embellish maces.

#### **95.23 PL      Mayor's Chain and Robes**

The Mayor would approach a company in Wells regarding the cleaning of the Mayor's robes. The Clerk updated members on possible designs and fabric to refurbish the Mayor's chain which was looking tired, with the current fabric and bows deteriorating. There were also only three plaques left to engrave. Members supported the second design which would create a 3inch diameter collar (forming a ring), allowing for two complete chains with bars – greatly extending the life of the chain - with appropriate fastening - and may wish to include two new bows.

**RECOMMENDED TO COUNCIL:** that the proposed works to agreed in principle and a formal quote be obtained from the local company, being a specialist contractor who has undertaken works on the chain previously, at a reasonable cost – with a view to refurbishing the chain in

the New Year (prior to the Civic Service if possible). (The Clerk to ascertain the timing of works, should this proposal be agreed).

#### **96.23 PL Civic Service**

The Civic Service would be held Sunday 3 March 2024. Entertainment options were being pursued. The Clerk would contact Axbridge Brownies and Cheddar Guides inviting them to the service and seeing whether they would be willing to serve tea and cake. The Order of Service and provision of cakes would be considered in the New Year. The Clerk would see if Andy Corp would be willing to take photographs on the day.

**At this juncture, Councillor Page joined the meeting.**

#### **97.23 PL Remembrance Day**

The Clerk had updated the Remembrance Day process to better reflect events on the day. The Council would like to meet with representatives of the Royal British Legion to see how the Council could better support the event (perhaps taking on responsibility for the refreshments after the service) and to clarify/discuss a few minor points to assist on the day. The Clerk would contact the Royal British Legion accordingly.

#### **98.23 PL Responsibilities and Organisation Structure and Contract**

The Committee considered that the Facilities Manager should be line-managed by the Clerk and that the role should be expanded to include routine external matters, such as regular visits to the council sites (allotments, cemetery), responding to issues raised, ensuring open spaces contract work was being done, taking meter readings etc. Councillor Taylor would prepare a revised job description for the Committee's consideration at the next meeting.

**RECOMMENDED TO COUNCIL:** that the Facilities Manager is line-managed by the Town Clerk as with the other council employee.

#### **99.23 PL Appraisal Arrangements**

Members noted that work was being undertaken in relation to the role and management of the Facilities Manager (which would be discussed with him) but wished to proceed with the appraisal of the Town Clerk and Assistant Town Clerk in the meantime

**RESOLVED:** that the appraisals of the Town Clerk and Assistant Town Clerk be included on the agenda of the next meeting – to take place on Monday 22 January 2024 (in confidential session) and that sufficient time be given to accommodate this.

#### **100.23 PL Somerset and D-Day 80**

Members noted the information available regarding D-Day 80 and, in particular, whether the Council wished to light a beacon as part of this 80<sup>th</sup> anniversary event. The Clerk would contact Mr Scott, who had previously undertaken this role, to see whether he would be interested in lighting a beacon on this occasion.

#### **101.23 PL Civility and Respect Pledge**

Members considered the information available regarding the Civility and Respect Pledge, most of which it currently adhered to. This matter may be raised at the Somerset Association of Local Council's AGM. The Council may wish to consider signing this pledge at a later date.

**102.23 PL Kings Portrait**

It was understood that eligible local authorities would be contacted when it was possible to obtain a free portrait of the King. There was no further update.

**103.23 PL Celebrating 50 years of Axbridge Town Council**

Members wished to celebrate 50 years of Axbridge Town Council. Whilst it had been suggested this could be combined with Mayor Making, members wondered whether it would be better to hold a separate event, or combine it with an event happening during the day – such as the carnival lunch (with a float/walking entry), an extended farmers market, having a stall at the Fun Day etc. Further consideration would be given to this at the next meeting.

**104.23 PL Date of Next Meeting**

**RESOLVED:** that the next meeting be held on 22 January 2024.

**105.23 PL Exclusion of the Press and Public**

**RESOLVED:** that, in view of the confidential/special nature of the business about to be transacted which contains contractual/personal information about individuals, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw

**106.23 PL CONFIDENTIAL ITEM – Facilities Manager**

Members considered minor updates to be included as an addendum to Facilities Manager contract to reflect the revised payscale, to show weekly hours of working and to update the annual leave conditions to better reflect the current model contract of employment.

**RESOLVED:** that the addendum to the contract be signed and sent to the Facilities Manager for approval/counter signing.

**107.23 PL CONFIDENTIAL ITEM – Civic Award and Young Person’s Award**

Members considered the nominations received for the both the Civic and Young Person’s Awards.

**RECOMMENDED TO COUNCIL:** that a Civic Award be presented to the individual shown as number 4 on the list and a Youth Award be presented to the individual shown as number Y1 on the list, at the Civic Service to be held on 3 March 2024 (subject to their acceptance).

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Chairman

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Date



## **Agenda Item 15 Correspondence 8 November – 5 December 2023**

(not mentioned elsewhere in the agenda papers)

**SC = Somerset Council**

### **Outside Bodies**

- Avon and Somerset Constabulary – update from Police and Crime Commissioner on staffing
- Somerset - Local Clerks meeting – Biodiversity questionnaire
- Somerset Association of Local Councils – Letter re services and Clerks forum and Officer training, Event Planning Risk Assessment training and newsletter (10/11) and News Bulletin
- Society of Local Council Clerks - membership renewal, questionnaire, news bulletin, Practitioners Conference, Branch Questionnaire and agenda papers
- Somerset Community Foundation –
- SPARK - newsletter

### **Planning**

- North Somerset Council - Wraxall and Failand Neighbourhood Plan consultation and North Somerset Council Local Plan 2039 - Pre-submission consultation
- Somerset Council – Sealed Road Closure Order for Santa in the Square
- Bellway – traffic light update
- CPRE – Campaign update
- Resident – Works on Starrs Close
- Environment Agency - Public consultations on changes to HPC's construction site permits
- SC - weekly planning applications and decisions

### **Admin and Finance**

- SC – CIL form to complete
- Somerset Council – Clerks meetings information
- Children's Air Ambulance – grant request
- Scribe – Youth webinar
- Greenways – open spaces work
- SALC – Asset and Service devolution
- Clear Council's insurance (BHIB) – wish to quote
- Somerset Community Foundation newsletter inc grant info
- Lexis Nexis
- Lloyds Bank – going paperfree and can AI help your business
- BT and EE offers
- SSE – contracts agreed
- Microsoft office - updates
- Parish online
- Zoom – AI service
- Product/sales – LexisNexis, Rapide, So Vision (Important Update: End of Life for Windows Server 2012 R2)

### **Leisure and Recreation**

- Seed newsletter – including Cheddar Youth Theatre
- Somerset Arts Week
- Resident – litter picking (addressed)
- Resident – Christmas tree request for next year (on property)
- What's on Bristol
- Product Information: Creative Play, Elevate Play, Kompan, NBB, Redlynch Leisure, Sutcliffe Play, WCCTV

### **Highways**

- Somerset Highways – Yellow Lining, Houlgate Way and Somerset Council Sedgemoor Order 2023 ( Amendment No 33) (outside school in Moorland Street), White lining in The Square
- Speedwatch Group – Community Speedwatch proposal
- Various – WestLink bus service
- Town Trust – Damaged bench outside of the Almshouse

- Products – Start Safety UK, Elan City (speed radar signs) GeViews (benches)

### **Cemetery, Allotments and Open Spaces**

- Somerset Wildlife Trust newsletters
- Centre for Sustainable Energy – Annual Review
- Individuals – Cemetery enquiries

### **SPAG**

- Dowlas – Project lead consultants

### **Personnel**

- Sergeant at Mace - resignation
- In Professional Development - Diversity and Inclusion Training

### **Environmental**

- Keep Britain Tidy campaign - Buy Nothing New Month 2024 Webinar and campaign to Help residents to Save Their Pennies and Protect the Planet
- Rural Services Network
- Mendip Hills – press release including National Landscapes
- Somerset Council – Environment and Ecological news (SEED) and Sorted newsletter (including change of bin days)

### **General Correspondence**

- Somerset Council Press Releases: Beyond the bruises – Somerset's new fight against non-physical domestic abuse; Taunton Recycling Site to welcome residents once again; Think outside the box and cut the cardboard at Christmas, The Willow Man; Changes are coming to waste collections next year; Safeguarding is everyone's business; Press release: Somerset Council working with the NHS to digitise adult social care in Somerset
- Somerset Council – Route 1 (article seeking volunteer Independent Visitor or Advocate for Children)
- Patient Engagement bulletin – newsletter including Dermatology Services Review Survey
- Somerset Councillor – Lib Dem Group report
- Somerset Age Concern - 75th Anniversary 'Celebration of Christmas' Carol Service at Wells Cathedral, Wednesday 13th December at 11am - and our Later Life Guide
- PARISH NEWFLASH: FLOOD WATCH: Building a countywide picture to help with our response today, and in future PLUS latest school closures
- Somerset Sight – Volunteers welcome poster
- Great British Bake Off poster
- Local business – wishing to advertise in parish magazine
- Newsletter from Somerset Carers. Who Cares for the Carers? We do!
- Individual – Axbridge Press release - Ukrainians and The Government Inspector, Axbridge.
- London Hearts – Defibrillator scheme
- Somerset Film – produce sort promotional film
- Local Community Networks – notes from meeting on 26 October 2023
- NHS Patient Engagement Acute hospital based stroke services Stroke stakeholder update - 30 November 2023 and cold weather advice
- Individual – Axbridge Town Hall electrics
- Christmas messages
- Severe Weather Emergency Provision (SWEP) in some areas of Somerset

## DIARY DATES

Date	Meeting	Time	Venue
Monday 11 Dec	Planning and Licences Council	7pm 7.30pm	Axbridge Town Hall Axbridge Town Hall
	Admin and Finance (TBC)		
Monday 8 Jan	Planning and Licences Council	TBC 7.30pm	Axbridge Town Hall Axbridge Town Hall
	Strategic Planning	TBC	
Monday 22 Jan	Personnel and Protocol Planning and Licences – if needed Highways	TBC (likely 6.45) TBC (likely 7.30) TBC (likely 8pm)	
Santa in Square	16 December 2023		