

MINUTES OF THE HYBRID ANNUAL MEETING HELD ON MONDAY 15TH NOVEMBER 2021 COMMENCING AT 6.30PM
IN ST PETERS CHURCH, HORTON.

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Public Forum

- A) There were no members of the public were in attendance at the meeting.
- B) Cllr Linda Vijeh was in attendance at the meeting. Please see the attached report (**Appendix 1**) written by Cllr Linda Vijeh for SCC/SSDC Councillor Monthly Report. The following was given as a verbal update:
- Cllr Vijeh stated that a lot of meetings had been happening concerning the A358 upgrade, many of which she had attended.
 - Cllr Vijeh recently attended a meeting at South Somerset District Council for an update on matters relating to planning. SSDC informed attendees that a solution had been found to the phosphate issues and planning permissions are now being approved.
 - One Somerset is progressing well. Leaders are meeting regularly and on 25th November 2021, the Unitary Advisory Board are meeting. Pilot projects are currently being run on parish council duties etc to see how ideas may work before rolling out officially.

3306 PRESENT Cllrs Ann Winter - Chair, Ray Bucker – Vice-Chair, Julie Layzell, Richard Clifford, Ann Richard, Barry Mosley, Dave Johnson.

3307 APOLOGIES None, all councillors were in attendance at the meeting.

3308 DECLARATIONS OF INTEREST Newly co-opted Cllr Rob Hutchingson declared an interest in minute item numbers 3314 and 3316 as he is an adjoining landowner to both developments.

3309 TO APPROVE THE MINUTES OF THE LAST MEETING Minutes of the meeting held in September having previously been circulated were approved as a true record and correct record of the meeting. Cllrs approved, seconded, and unanimously agreed.

3310 RESIGNATION OF TWO COUNCILLORS The clerk received notice from both Cllrs Pippa Woodman and Jon Tipping of their resignation from the parish council with immediate effect. The Council acknowledged and accepts the resignation and stated their appreciation for their contributions over the years.

3311 CO-OPTION OF TWO NEW COUNCILLORS SSDC confirmed that no requests were received for a by-election. The applications were received. During the meeting, interests were expressed by Rob Hutchingson and Mike Schmidt in being co-opted on to the parish council. All Cllrs unanimously agreed to their co-option and joined the Cllrs at the table for the remainder of the meeting.

3312 CO-OPTION – REGISTER OF INTEREST AND ACCEPTANCE OF OFFICE FORMS Both forms were provided to Rob Hutchingson and Mike Schmidt for completion.

3313 HORTON VILLAGE CO-ORDINATOR Unfortunately the Village Co-Ordinator, Ellie Brunt, was unable to attend the meeting.

Action: Clerk to list item on the next agenda and Cllr Mosely to invite Ellie Brunt to the next meeting.

3314 PLANNING APPLICATION(S) – TO APPROVE PARISH COUNCIL RESPONSE

- A) 21/03056/HYBRID – 14 Channells Lane Horton - Hybrid planning application for the demolition of existing residential dwelling (No. 14 Channells Lane) and replacement with shared access to development of 3 No. residential dwellings with appropriate access, turning areas and parking provisions. One dwelling (plot 1) applied for as full application and two dwellings (plots 2 and 3) as outline applications.

The Cllrs discussed the application and noted that the previous application was withdrawn due to a lack of surveys submitted. The Council's comments for the subject application are as follows:

'The above application was recently discussed at a parish council meeting and the formal comments of the council are as per the previous comments provided under withdrawn application ref. 20/02032/HYBRID:

'The applicant of the application was in attendance of the meeting and gave an overview of the proposals to the Council. The Council asked the applicant questions relating to:

- If the existing dwelling was to be demolished. It was confirmed that it is to be.*
- Parking issues – applicant is gifting land to adjoining neighbours to allow them to have off-road parking.*
- Concerns over maintenance of overgrown boundaries.*
- Emergency vehicle access – the applicant confirmed that the proposal will be accessible by emergency vehicles and will not create additional on road traffic which could potentially block the existing narrow road.*
- Refuse bins – the collection will be in line with existing arrangements for Channells Lane.*
- Adjoining neighbours – the applicant confirmed they are agreeable to the application. Party wall notices will be served in due course.*
- Ecology – large tree in existing garden and bat presence. Only one bat droppings found in the existing garage. Proposed buildings will use bat tiles to allow for bat roosting.*
- Demolition – neighbours may be concerned with the dust and noise when existing dwelling to be demolished. The applicant confirmed they will bear this in mind and keep disruption to a minimum.*
- Concerns regarding the volume of traffic on Channells Lane.*

The Council considered the above points and subsequently voted to support the application, subject to the above concerns being addressed by the applicant.'

3315 TO CONSIDER THE FOLLOWING PLANNING APPLICATION IN THE ADJOINING PARISH:

A) 21/02968/HOU - Bullen Court Goose Lane Broadway - Demolition of existing conservatory and erection of orangery with portico

The Cllrs discussed the application and unanimously support the proposal.

3316 PLANNING APPLICATION UPDATE – 20/03277/FUL - LAND AT BROADWAY HILL, HORTON No update on the application has been received from SSDC or the applicant's agent. Somerset County Council has provided comments on the application and is uploaded on SSDC's website. No further ecology reports were provided as previously stated that would be by the applicant's agent.

Action: Clerk to add to next agenda.

3317 PLAYING FIELD UPDATE General report on the playing field Please refer to **Appendix 2** for the update.

Action:

- Clerk to defer annual playing field audit until further notice.*
- Clerk to contact SSDC to request bins to be emptied, ask for timetable setting out when bins will be emptied along with requesting additional bags so the parish council can replace when bins are full.*

3318 A358 TAUNTON TO SOUTHFIELDS DUALLING SCHEME – PUBLIC CONSULTATION – PC RESPONSE Please refer to **Appendix 3** for a full copy of the unanimously agreed parish council response to the public consultation.

3319 SPEED INDICATOR DEVICE Cllr Linda Vjeh informed Horton Parish Council that both Broadway and Donyatt Parish Council's are looking to go in together and purchase and share a SID however there are issues around training.

Action: Clerk to contact both parishes for an informal meeting to discuss going forward. Cllrs Mosely and Hutchingson to take on and/do necessary training etc.

3320 MAINTENANCE OF HEDGEROWS AROUND THE VILLAGE Brambles cut along the footpath heading out of the village towards the village hall approximately 6 weeks ago by the landowner, no further action needed. Going forward, Somerset County Council are responsible for the maintenance of hedgerows overhanging adopted roads and pavements.

Maintenance works required around the village is being looked into by a contractor, however, a list of locations, how often etc is required.

Action: Clerk to list on next agenda to discuss the tender application process.

3321 PARISH COUNCIL WEBSITE The new parish council website is now up and running. The web address is <https://www.hortonparishcouncil.org.uk/>. A few minor tweaks are needed to the content. Cllrs Buckler and clerk to work on. Please refer to **Appendix 4** for further details.

The clerk has recently received an invoice from Vision ICT (previous website provider) for outstanding annual charges. Clerk to look into and address.

Action: Clerk to list Vision ICT invoice on next agenda.

3322 DEFIBRILLATOR It has recently been confirmed that the defibrillator located in the bus shelter is included on the national register. Discussions were held over the age of the current unit and it was agreed that the Council would look into purchasing a replacement unit in the new year and fully investigate the options available for appropriate cabinets to house the unit in. It was confirmed that Cllr Mosely is to carry out monthly checks and Cllr Richards to continue with carrying out daily checks.

Action: Clerk to list on next agenda.

3323 SOMERSET'S NEW UNITARY COUNCIL – FEEDBACK FOLLOWING ATTENDANCE AT CONFERENCE Cllrs Winter and Buckler attended a recent conference on the subject but wasn't overly helpful or informative. Nevertheless, the presentation on the operation of how Wiltshire operates was good.

3324 FINANCE

- A) To Approve Financial Statement – Unanimously Approved.
- B) Grant Request – 1st Ilton and Broadway Scout Group – Previously given £50 in 2018/2019. It was unanimously agreed to give a £100 grant following the recent request - Cheque No. 000801.
- C) Proposal – To approve payment of the following cheques:
 - 1. C Duff – Wages and expenses - – Cheque No. 000794 - £529.58 - Unanimously Approved.
 - 2. R Buckler – Playing Field Expenses - – Cheque No. 000795 - £103.75 - Unanimously Approved.
 - 3. Michelle Salamam – Playing Field - – Cheque No. 000796 - £171.00 - Unanimously Approved.
 - 5. St Peters Church – Hall Hire - – Cheque No. 000800 - £20.00 - Unanimously Approved. £20.00 – Previous cheque from September meeting void due to incorrect payee. £20.00 to cover both September and November's hall hire.
 - 6. Venture House Business Service Ltd – Payroll - – Cheque No. 000797 - £144.00 - Unanimously Approved.
 - 7. GB Sport & Leisure – Playing Field – Deferred to next meeting.

3325 CLERKS REPORT AND CORRESPONDENCE

- The clerk requested a meeting in December to discuss next years budget and precept – Unnimoously agreed.
- Clerk requested permission to cancel Zoom membership as meetings are now being held face-to-face again – Unnimoously agreed.

3326 ANY OTHER MATTERS RAISED WITH THE PERMISSION OF THE CHAIRMAN

- South Somerset District Council no longer provide paper copies of planning applications. The clerk is in the process of liaising with SSDC concerning this matter to discuss alternative methods of viewing applications and what help SSDC can offer/provide the parish council. It was decided in the meantime that Cllr Buckler will provide personal equipment to enable planning applications to be displayed on a large screen during parish council meetings.
- Concerns were raised regarding the Riverside re-development and deviation from the approved planning application plans. It appears that garages are being built in place of two parking spaces. SSDC has been informed however no action has been taken yet. Additionally, the fence to protect the protected tree has been removed and construction vehicles are driving over the roots of the tree. Photos provided to tree officer at SSDC who has since confirmed the developer is having to inject air into roots of the tree.
- Road signs regarding the former caravan site in Horton - Highways England have been contacted numerous times by the clerk requesting that these be removed. To date, the signs are still in place. Cllr Winter to now contact Highways England.
- Cllr Richards queried why the parish council do not organise or participate in Remembrance Sundays annually. It was unanimously agreed that the council will organise a wreath for next year.
- Following notification of Cllr Linda Vjeh's resignation, Cllr Winter requested that flowers be sent to Cllr Vjeh as a thank you. Clerk to arrange.

3327 DATE OF NEXT BI-MONTHLY MEETING: Monday 17TH January 2022 at 6.30 pm. Extraordinary meeting 13th December 2021.

APPENDIX 1 - ILMINSTER DIVISION COUNTY/DISTRICT COUNCILLOR REPORT – OCTOBER 2021

FUTURE OF LOCAL GOVERNMENT IN SOMERSET

Following the Secretary of State for Housing, Communities and Local Government (now renamed Department for Levelling Up, Housing and Communities DLUHC)) decision to support the move to a single Unitary Council across Somerset the transition programme, lead teams and governance structure have been agreed by all Councils.

A LGR Joint Committee to oversee the transition has been approved by all five Councils and will sit for the first time on 5th Nov. 2021.

It is expected that statutory orders will be available in early Nov. before being laid before Parliament in Jan. 2022 with an agreed vesting date for the new authority as April 2023.

COVID UPDATE

As of 30th Oct., the number of confirmed Covid cases in Somerset was 57,072 (33% up from 42,800 on 30th Sept.) and the number of Covid-attributed deaths 872.

The rate per 100,000 stands at 709.7 (320.2) for Somerset with S. Somerset 668.3 (298.2).

The number of total deaths across the County is currently 12% above the 5-year average and the latest R-value for Somerset is between 0.9 and 1.1.

Infection rates in Somerset continue to be very high. It is vital, even for those who have had both jabs, to remember to observe Social Distancing and to always ventilate indoor areas.

Somerset continues to have one of the highest vaccination rates in the country with the latest figures showing over 95.6% of the adult population having had one dose of vaccine and 91.9% having had both doses. Work is focusing on Children aged 12-15 years old and the third booster jab which is due 6 months after the second.

PUBLIC SAFETY

Funding to help tackle violence against women and girls has been awarded to SCC, after a successful joint bid was made to the Home Office Safer Streets Fund for £324,449. The bid presents an opportunity to work together in tackling Violence Against Women and Girls (VAWG) crimes across the area. The plan sets out a two-tiered approach involving:

Prevent – to change behaviour and stop incidents occurring such as VAWG education and awareness in schools, communications campaigns, research and community engagement.

Protect – to strengthen the response where incidents are prevalent, such as a safe haven scheme and enhancing the CCTV network and street lighting.

New free online resources are available to help spot the signs and reduce the risk of becoming a victim of domestic abuse and modern slavery.

Members of the public have free access to a set of modules providing guidance on recognising the signs of domestic abuse and modern slavery and what they can do to help. <https://somensetsurvivors.org.uk/somerset-survivors/support-for-a-friend-or-family-member/>

FLOODING

The extent to which recent flooding, largely due to sudden high levels of rainfall, in addition to ongoing concerns relating to gully and drain clearance, as well as land maintenance, has been of considerable concern. A number of homes, particularly in Ilminster, have been badly affected, with several residents made homeless as a result. I have met with local residents and officers from the EA on several occasions and am fully aware of how serious an issue this is across the district. In the next week or so, meetings with all responsible authorities are due to take place to consider both short and long-term solutions.

Of concern is the fact that at the height of the incident the 24/7 Floodline (0345 988 1188)

was not accepting calls! These links may help <https://check-for-flooding.service.gov.uk/>
<https://www.somerset.gov.uk/waste-planning-and-land/flood-and-water-management/>
<https://somensetnewsroom.com/flooding/sandbags/>

DEVON & SOMERSET FIRE & RESCUE SERVICE (DSFRS)

2021 inspection headlines have indicated the key areas for focus:

- Prioritisation of protection
- Preparation for routine and major incidents
- Promotion of values
- Prioritisation of staff wellbeing and health and safety

DSFRS are currently awaiting the outcome of the latest round of inspections.

Key themes are around prevention, protection and response.

During the summer months the high number of drowning incidents has been of concern.

Given the recent number of events, flood prevention is now a key area of focus, in addition to reducing overall risk by taking steps to make environments safer, as there is little or no control over persuading people to change the way in which they choose to lead their lives.

DSFRA have been shortlisted for a number of national awards, one for the recent on-call initiative that has been introduced, and the collaborative work that has been carried out with the road safety team. DSFRS is also among the top 5 for emergency service of the year.

SSDC OFFICER CONTACT & AREA MEETINGS

I continue to receive complaints from members of the public in relation to the difficulty that is experienced in being able to contact officers, and the failure of online systems to enable concerns to be raised.

PLANNING

SSDC have posted an updated [Position Statement](#) on their website, which sets out the timetable for the delivery of the Phosphates Strategy, which has been commissioned by the five Somerset local planning authorities.

Elements of the strategy include:

- Confirmation of the area of risk to provide a definitive map
- A review of the types of development that will require a Habitats Regulations Assessment
- Updates to the Phosphates Calculator
- A report on mitigation solutions
- A model policy for Local Plans
- A draft supplementary planning document (SPD)

Work on the strategy is currently scheduled to deliver agreed objectives by Autumn 2021.

ENFORCEMENT

SSDC have reported on a number of successful prosecutions in relation to enforcement activity across the district.

ENVIRONMENT

SCC has approved major investment to help save hundreds of tonnes of carbon every year. Earlier this year, SCC successfully bid for £4.1m from the Public Sector Decarbonisation Scheme, to make public buildings more energy efficient. This, and additional SCC funding, will enable decarbonisation projects across several Council owned buildings. Work will include the installation of heat pumps to replace or supplement existing gas heating systems, installing double glazed windows, upgrading building insulation, improving building ventilation systems and installing solar panels. The implementation of these combined schemes is expected to reduce the carbon output of the property estate significantly and move the authority closer to its Carbon Zero target by 2030.

SSDC ENVIRONMENT STRATEGY

The No Mow Trial this summer has been highly successful, with wildflower verges developed on selected areas of SSDC-owned land. The trial is now being reviewed and consideration given to where it can be increased and improved in future. In line with this trial SSDC are reviewing land management across its estate to place an emphasis on new habitat creation.

Green Business Survey – Addressing the Climate Emergency

SSDC is keen to understand where the business community is at with addressing the climate and ecological emergency, and to gain info. to help identify where support and advice can be offered.

Local businesses are asked to take part in a [short survey](#) on this topic, by the 5th Nov.

Queen's Green Canopy – Plant a Tree for the Jubilee!

One element of the celebrations being considered across the district is a tree planting initiative called '*The Queen's Green Canopy*'. Everyone across the UK is invited to plant trees from Nov. 2021, through to the end of the Jubilee year. This is intended to create a network of individual trees, avenues, copses and whole woodlands in honour of The Queen's service.

Free trees are available to schools, community groups, and Parish Councils from the Woodland Trust and can be applied for [here](#).

If you have the space (and landowner permission) to participate in the tree planting initiative and would like support scoping an appropriate planting scheme, including funding and sourcing trees, then email SSDCEnvironment@SouthSomerset.Gov.Uk

BUSES

SCC has published its Bus Service Improvement Plan for Somerset (the Somerset BSIP).

You can access it here, Page 25 onwards

https://democracy.somerset.gov.uk/documents/g1344/Public%20reports%20pack%2012th-Oct-2021%2010.00%20Scrutiny%20for%20Policies%20and%20Place%20Committee.pdf?T=10&fbclid=IwAR0hheR00QGJ04P19HUuUntSk4q-PPfRIOfSaoz0_IlcNxEl5INpN7p5q14

There is to be a further meeting of the Somerset Bus Partnership this week, via Zoom.

Nov 3, 2021 07:30 pm

<https://us02web.zoom.us/j/89583411880?pwd=UEVqRUVGdHI5S09kWDDBa3NqdGwQT09>

Meeting ID: 895 8341 1880

Passcode: 392679

A358 UPDATE

The consultation below ends at 23:59 on Mon. 22 Nov. 2021. All feedback received will be formally reviewed and taken on board by National Highways as they continue to develop their preliminary design for the scheme. Everyone is urged to respond as the impact of the proposed changes cannot be underestimated, and will be formally recorded and reviewed as part of the Development Consent Order (DCO) process.

<https://highwaysengland.co.uk/our-work/south-west/a358-taunton-to-southfields/>

<https://sway.office.com/Dgj5tKzdlfVNGjs9?ref=email>

There is also one more in-person consultation event being held at:

Holiday Inn Taunton, Deane Gate Avenue, Taunton, Somerset, TA1 2UA

Wed. 3rd Nov. 11am - 6pm

If you have any questions or want to find out more, email National Highways at

A358TauntontoSouthfields@highwaysengland.co.uk or call 0300 123 5000.

WASTE COLLECTION/RECYCLING

There continue to be some glitches with waste a re-cycling pick ups, which have also been affected by recent weather conditions.

SCHOOL PLACES

All children starting school for the first time in Sept. 2022, as well as those moving between infant and junior or first and middle school applications must be submitted between now and Sat. 15th Jan. 2022. www.somerset.gov.uk/admissions.

Concern has been raised in relation to the lack of school transport places for children travelling from Ilminster to Wadham School. I am in contact with the relevant officers.

ACTIVITIES/MEETINGS

1/10	Taunton refugee meeting
1/10	Ashill Senior lunch
1/10	Chard museum fund raising event
1/10	BHMC jumble sale
1/10	Whitelackington quiz
2/10	The Cottage Garden launch
3/10	Charities Commission APM
4/10	SCC Children's Scrutiny committee
5/10	SSDC Scrutiny committee
5/10	DSFRA forum on risk management
5/10	SSDC locality officer meeting
6/10	Winsham PC
7/10	SSDC DX
7/10	SEND code of practice training
7/10	A358 forum
8/10	SSDC appointments committee
8/10	Dowlish Wake quiz
16/10	Whitelackington Table Top sale
16/10	Horton church quiz
17/10	Horton combined service
17/10	Ashill cream tea
18/10	Kingstone parish meeting
19/10	Highways meeting Peasmarsh
19/10	Knowle St. Giles parish meeting
19/10	Ilminster town council
20/10	SSDC CEO meeting
20/10	SSDC council tax briefing
20/10	SSDC Area West
21/10	SPARK training
21/10	SSDC full council
22/10	CPRE meeting
25/10	SALC planning training
28/10	SSDC Audit Committee
28/10	DSFRA Audit Committee
29/10	SSDC Housing update
30/10	Meeting with EA and Holway residents
31/10	ILF quiz

APPENDIX 2 – PLAYING FIELD UPDATE

Horton Playing Field - Report to Horton Parish Council 15.11.2021 Play Field New stuff

First phase - October saw the delivery and installation of some infant equipment, one further £1,000 unit as covered by the extra Tesco payment, the playwall, plus realigned goalpost. We also have a bench unit in wood (paid for by donation last year) and ready to be added to the layout in an appropriate place.

Re the Playwall – As the project is now being delivered in stages, rather than all at once, there has not been the ability to have a “grand opening”. However, as residents arrive at the park, it may surprise them that work has been done to sort out the football pitch. Therefore, a net of training footballs have been attached to the rear of the playwall for residents to use. I have put three size #5 in the net and have two more in reserve., plus a notice asking for them to be returned after use...three weeks later they are still all there.

Second phase - the adult education units, were delivered and installed early November – three units a cycle for leg exercise, a “ski walker” for hips and arms and a multi gym unit, which covers most muscle groups and can be used by up to three people at once.

Third phase - Donut or group swing, should be installed this week, with further infant equipment coming later this month. I think the new entrance gate/main gate combination should also arrive soon.

General – The layout of the proposed field design has changed as a result of updated equipment choices plus the pathway, which was deferred due to funding curtailed in 2020 (COVID). The new pitch is a modified five-a side, which is slightly smaller, but give us more room to add additional play and sports equipment.

Annual audit – with the above in mind we should defer the annual audit until after the new kit is set up. I will ask GB Sports to just check the existing swings and seating anyway.

Current installs - Not much to report again:

Equipment: Regular checks have found little or no reduction in condition of the current small number of equipment units and seating. Some repainting will be needed. But can be left for the moment.

Contractors: both D and Michelle have been advised of upgrade work and changes to contracts will be needed for next year.

Skatepark: All solid and safe – I will need to ask GB to put some tarmac to close the few cracks in perimeter as part of project work for new equipment.

Grass: regular cutting happened all year, had to call Michelle just once to remind it needed attention. It does need a further cut soon

Perimeter: Hedgerows tackled by D at KaySpray in October. Brambles and other overhangs removed, and all the perimeter strimmed.

Litter: Sadly, after mid-summer, the bins have been forgotten again, no emptying has taken place for two months or more – it seems to coincide with the new collection regime. Who needs to be contacted to restart this? The bins are currently full. Visitors have been very tidy, so not much litter in the field. Do we need to install recycling bins as well as most of the discarded material is plastic bottles?

Signage: I will look at what we need to refresh the park and equipment signage and circulate a draft

Questions and outstanding items re the install and revised park layout:

1. Insurance implications? We need to update the insurance company on the new equipment – *Clerk to forward plan of new playing field layout to insurance broker for a quote to amend insurance policy.*
2. Asset register for parish – lots to add – *Clerk to update asset list as part of annual audit requirements.*
3. Contract work? Tender again or re-issue with existing after review of work? – *Tender documentation to be re-issued to current contractors.*
4. Should we have a defib unit in the park? – *Electric will be an issue. To discuss at a later date.*
5. Walking football and other sports groups? [Barry] – *Make contact with a resident in the village who has previously expressed an interest in running this.*
6. Additional bins and recycling? – *Refer to minute item number 3317.*
7. Plants/Bushes to be planted need to discuss location and timing? *Cllr Buckler and Layzell to discuss.*
8. Additional benches/seating X 3 now the picnic benches and seating have proved solid and reliable? *Further consideration to be given after spring 2022.*
9. Re-paint of existing swings and static multi-play unit, tender locally, or get the community involved? *Cllr Buckler to arrange/carry out.*
10. Official opening for next year, who should open? timing – Spring (depending on COVID), make it an event? – *To discuss early 2022. It was suggested that Cllr Linda Vjeh be invited to 'open' the playing field.*

Ray Buckler – 14.11.21

APPENDIX 3 – A358 Consultation Response

Please refer to the enclosed PDF.

APPENDIX 4 - Web site upgrade Hortonparishcouncil.org.uk – November 2021 update

At the last meeting, we discussed what was needed to bring the new HTTPS -secure website online. New rules and moves to “best practice” for public sites are taking place and Horton needs to be ready for 2022.

Charlotte has organised most of the back-loading of public documents from the old site direct with TEEC (new web company), I promised to investigate any remaining items that would need to be ready and bring the site live.

There was little that prevented the site being activated and on the 10th of November, after discussion with the Chair and Clerk, I requested TEEC move the new site into place as soon as possible.

This should have been implemented in time for the Monday meeting, however, the old site is still active online. I have asked TEEC to re-check the changeover and to report back to me and Charlotte by the end of today (15th Nov 2021).

No more updates will be made on the “old” site – plus the revised site will have to stay unchanged until it is moved across to replace the old site.

Items for the new site that will need updating ASAP.

1. Publishing the remaining Horton Parish agenda and minutes for 2021 - Sept, July, May, March – the rest are done.
2. Any remaining financial documents that need to be public.
3. Making a new link and adopt all the Horton Playing field content over from the original project website.
4. Updating the list/pics and profiles of the councillors
5. Add new items such as: A358, Galion homes, plus diary and events for 2022
6. Provide each councillor with a parish email address to separate parish work from personal email. Plus, the training and support to use it.

The councillors will be advised as soon as the new site is activated and visible, can everyone visit the new site, let Ray Buckler and Charlotte know if any corrections are needed, plus get familiar with the pages in order to guide residents to find Parish information.

RTB/CD 15/11/2022