

Agenda

1. **Election of Chairperson**
(Nominations to be invited at the meeting).
2. **Election of Vice-Chairperson**
(Nominations to be invited at the meeting).
3. **Apologies for absence**
4. **Minutes of the Previous Meeting** (Pages 5 - 12)
To approve the Minutes of the meeting held on Thursday 24 November 2022, and matters arising.
5. **Avon and Somerset Police Crime Commissioner - Mark Shelford**
To receive an update on the work of Avon and Somerset Police Authority.
6. **Avon and Somerset Police Report**
An update on local neighbourhood beat issues.
7. **SCC Highways** (Pages 13 - 18)
An update to be provided by Andrew Turner / Kevin Bridgwater.

To include an update on the LCN Pilot Highways Subgroup Update.
8. **Somerset Prepared**
A presentation on improving resilience by Civil Contingencies Manager – Nicola Dawon.
9. **Devon and Somerset Fire and Rescue Service.**

10. Exmoor National Park Authority

11. Parish Lengthsman Scheme and Update

12. Items to be brought forward by Parishes

(Deadline for submission of public statements or questions is Friday 5th January at 4pm)

13. Dates for Meetings going forward

Exmoor Panel Date	Proposed Highways Date
12 January 2023	9 December 2022
16 March 2023	10 February 2023

Please note that this meeting will be recorded. At the start of the meeting the Chair will confirm if all or part of the meeting is being recorded. You should be aware that the Council is a Data Controller under the Data Protection Act 2018. Data collected during the recording will be retained in accordance with the Council's policy. Therefore unless you are advised otherwise, by entering the Council Chamber and speaking during Public Participation you are consenting to being recorded and to the possible use of the sound recording for access via the website or for training purposes. If you have any queries regarding this please contact the officer as detailed above.

Members of the public are welcome to attend the meeting and listen to the discussions. There is time set aside at the beginning of most meetings to allow the public to ask questions. Speaking under "Public Question Time" is limited to 3 minutes per person in an overall period of 15 minutes. The Committee Administrator will keep a close watch on the time and the Chair will be responsible for ensuring the time permitted does not overrun. The speaker will be allowed to address the Committee once only and will not be allowed to participate further in any debate. Except at meetings of Full Council, where public participation will be restricted to Public Question Time only, if a member of the public wishes to address the Committee on any matter appearing on the agenda, the Chair will normally permit this to occur when that item is reached and before the Councillors begin to debate the item.

If an item on the agenda is contentious, with a large number of people attending the meeting, a representative should be nominated to present the views of a group. These arrangements do not apply to exempt (confidential) items on the agenda where any members of the press or public present will be asked to leave the Committee Room. Full Council, Executive, and Committee agendas, reports and minutes are available on our website: www.somersetwestandtaunton.gov.uk

The meeting room, including the Council Chamber at The Deane House are on the first floor and are fully accessible. Lift access to The John Meikle Room, is available from the main ground floor entrance at The Deane House. The Council Chamber at West Somerset House is on the ground floor and is fully accessible via a public entrance door. Toilet facilities, with wheelchair access, are available across both locations. An induction loop operates at both The Deane House and West Somerset House to enhance sound for anyone wearing a hearing aid or using a transmitter. For further information about the meeting, please contact the Governance and Democracy Team via email: governance@somersetwestandtaunton.gov.uk

If you would like an agenda, a report or the minutes of a meeting translated into another language or into Braille, large print, audio tape or CD, please email: governance@somersetwestandtaunton.gov.uk

Minutes of the Exmoor Area Panel Meeting

Held on Thursday 24 November 2022,

At the Moorland Hall, Cutcombe

The meeting commenced at 7:06pm

Present: Patricia Bainbridge (Brompton Ralph PC), Sarah Buchanan (Brompton Regis) Jan Aldridge (Brushford) Sally Moran & Norma Martin (Clatworthy), Roger Foxwell (Cutcombe), Margaret Rawle & Christine Dubery (Dulverton), Mike Ellicott Exford), Janette Sapsford (Exton) Jan Stapleford & Julian Dascombe (Luccombe) Ann Sparling (Luxborough), Max Lawrence (Selworthy & Minehead Without), K. Attwater (Timberscombe) Val Thompstone (Upton) Bryany Neal (Winsford) Tim Lloyd, Polly & Julian Soltau & Tony Howard (Withypool & Hawkridge).

Also Present:

SWT/SCC Cllr Steven Pugsley, SWT Cllr Nick Thwaites, SWT Cllr Andy Milne, SCC Cllr Frances Nicholson

Officers:

Kevin Bridgwater (SCC)

Sam Murrell (SWT)

PCSOs Michelle Haines & Linda Brooks (ASP)

Colin McDonald – Rural Housing Enabler (SWT)

1. Apologies

Apologies were received from John Elliott (Brompton Ralph PC), Matthew Headley (Brompton Regis), Jeremy Hickman (Exford) Fran A' Brook (Upton), Colin Wilkins (Winsford) Andrew Bray (Wootton Courtenay), Penny & Roger Webber (Selworthy) Ruth McArthur (ENP), Andrew Turner (SCC) Jane Lillis (CCS)

2. Minutes of the previous meeting the Exmoor Area Panel 1 September 2022, and matters arising.

(Minutes of the meeting of the Exmoor Area Panel meeting held on 1 September 2022 were circulated with the agenda)

RESOLVED that the minutes of the Exmoor Area Panel meeting held on 1 September 2022 were confirmed as a correct record.

Matters arising: -

- The Chair advised that meetings had so far only been scheduled until the end of March, due to the administration being a district council responsibility. After April 1, SWT will no longer exist and the Exmoor Area Panel would need to make alternative arrangements for meetings. It was

generally agreed that the Panel fulfils a valuable role and needs to continue. Therefore, it would be necessary for the new Somerset Council to put support in place. The Chair asked parishes to write to SCC and ask for ongoing administration.

- It was also suggested that it would be prudent to invite SCC Executive Member for Local Government Reorganisation, Cllr Val Keitch to a future meeting of the Exmoor Area Panel. *Prop: Cllr Christine Dubery / Sec Cllr Nick Thwaites*. Unanimous support. (**ACTION POINT** – Sam Murrell issued email invitation from the Chair 28/11/22).
- Currently meetings always took place on a Thursday evening due to the availability of the clerk and were held at the Moorland Hall because of low cost and ease of accessibility. It was suggested that in future, other parishes may wish to host, so could they please provide prices and availability for consideration. It was important that venues could accommodate approximately 40 people, were economical, preferably central and could provide adequate parking. Wifi and other facilities would also be useful.

6. Avon and Somerset Police Report – PCSO 8913 Michelle Haines and Linda Brooks.

A request has been made by Avon and Somerset Police to have their item brought forward due to bad weather. Excessive amounts of rain had fallen over the previous 24 hours and parts of Somerset Levels were already underwater. The highways teams had already implemented the emergency flood gates and the police were on standby to assist.

The following incidents have occurred since September: -

- Vehicles in Dulverton and Timberscombe had been targeted for catalytic converter thefts.
- Police are carrying out targeted patrols at various beauty spots due to a spate of vehicles thefts that have happened recently. The advice is to lock valuables out of site and ensure vehicles are secure.
- An outbuilding in Selworthy has been broken into and items taken.
- Wheddon Cross garage was targeted and broken into. Despite CCTV being operable in the area, no clear images have been provided to assist police with their enquiries.
- Crime reduction advice was offered in all instances. Enquiries are still ongoing.
- The Ford at Bury Hill, Dulverton has been attracting anti-social drivers. The Police are working with the parish council and traffic management to find a workable solution. An issue has also been highlighted regarding a width restriction on vehicles at this location.

In addition, the following community events have been happening: -

- Various bike marking events around the district. These will be advertised in the ASP newsletter and on social media. Bikes will be marked for free and registered on the national computer database.
- Funded trailer marking at Cutcombe market was a success.
- Promotion of Farm Watch and Horse Watch to rural communities.

- Presence at Dunster by Candlelight and Dulverton by Starlight.

Questions were raised on the following issues:-

- **SIDS – How can parishes apply to Avon and Somerset Police for funding?**

Information on the Road Safety Fund can be found at: -
[Road Safety Fund | Avon and Somerset Police](#)

- **What happens with fly-tipping? Should it be reported to the Police if it constantly happens?**

The clearing of fly-tipping rests with the local authority – currently SWT. It can be reported via the online form. More information about this can be found on the SWT website.

[Fly-tipping \(somersetwestandtaunton.gov.uk\)](http://somersetwestandtaunton.gov.uk). If it has only happened once, then it is an isolated incident and will be cleared. If more reports happen at the same location, then the Police will liaise with the Council about the possibility of setting up monitoring equipment etc.

Post Minute Notes supplied by PCSO Michelle Haines

- Query from Exford PC chair, Mike Ellicott, about lack of response to SID funding request. Michelle followed this up with the Damien Devanney from the Road Safety Department and they have been in touch with him. Michelle has arranged to go to Exford PC meeting in January.
- Porlock burglary. Linda has updated them directly.

3. SCC Highways Update – Kevin Bridgwater Winter Maintenance Programme

Kevin advised that all machinery had been serviced, was now in place and ready to go when required. The first gritting run of the winter season had taken place on Friday 18 November due to a drop in temperatures.

Salt bins/bags

Parishes that had placed their salt orders were now having these filled. If there were problems with the locations of the grit bags (dropped in the wrong place!) can this please be reported to the Highway office as a matter of urgency at <https://services.somerset.gov.uk/contact-somerset-highways>. Some parishes had requested replacement salt bins as part of the devolved funding request and these would be ordered shortly. Bins would be a minimum 220L capacity and would be fastened via a hasp and staple. They needed to be sited 450mm from the edge of the road and SCC highways would need to approve the location of any new bins. Parishes needed to let SCC know when their salt stocks needed replenishing.

Blocked drains/gullies

Where water was coming off the highway and there was a threat to life and or property it needed to be reported as a matter of urgency. Less urgent drainage issues should be reported via the defects portal so that the highways

maintenance team could respond accordingly. Once the Highways Steward was back in post, these issues could be directed there.

Streetworks, Dulverton

Road works by Openreach in Dulverton had temporarily ceased in the lead up to Christmas so that there was no disruption to the businesses over the prime retail period. If there were any issues with third party contractors can this be reported to the SCC Councillors so they can take appropriate action as soon as possible.

Exford Landslip

Roger Foxwell asked why the grips at the ravine had not been cleared. These were contributing to the problem of excess water and further eroding the embankment. Kevin advised that the team responsible had looked at the site and deemed that it would potentially make the situation worse if work was undertaken at the site in its current state. It was also considered unsafe to operate the required specialist equipment at the site. Geodrilling will take place at the ravine before Christmas, and it is hoped that an update will be provided at the Highway sub-group meeting in December.

4. Exmoor Local Community Network (LCN) Pilot – Sam Murrell LCN Public Consultation

The LCN Consultation had now ended. Due to the high number of responses, the final report has been postponed until the SCC Executive meeting in January 2023. This is when the outcomes and boundaries will be made known. The LCN team was gratified with the good level of engagement from parishes, but there was no clear winner with regard to the suggested boundary plans. More time is needed to evaluate the results. Further information about Local Community Networks can be found on the [New Somerset Council website](#).

4.1 Devolved Funding

The devolved budget is specifically for discretionary expenditure, and not items that have already been identified as SCC responsibility.

A list of schemes and proposals put forward by parishes before the 1 November had been circulated with the agenda pack. These schemes had been individually assessed and given the following RAG status.

Key:

RED - Likely to require further work, cannot be delivered before the 31 March and or potentially fall into specific Highways responsibility areas (BAU), and therefore have been earmarked for further discussion.

AMBER – Some aspects of the scheme are deliverable but may not be achieved in the remainder of the financial year OR further evaluation is required before approval can be given/denied

GREEN – These works can be delivered quickly, within budget and will provide maximum benefit to the road using public. These projects do not sit within the existing BAU operations of SCC.

WHITE – These are jetting requests and will be taken collectively.

The following recommendations were put to the Exmoor Area Panel and were unanimously approved.

1. Projects marked Green are delivered as quickly as possible to ensure that the relevant parishes are winter-ready.
2. The jetting requests to be taken collectively, as part of the devolved funding revenue budget, and a local contractor is employed to carry out this work. Agreed that prior to the work being commissioned, Highways team are consulted to ensure that any potential challenges are identified.
3. The Highways Sub-group is given delegated responsibility to follow up on amber schemes, to ensure that the devolved funding budget is spent by the end of the financial year,

It was also suggested that parishes continue to submit requests as and when required and the spreadsheet would be constantly updated. If a budget is found for the 2022/23 financial year these projects could be considered.

4.2 Highway Steward Update

Richard Gay, the Highway Steward has tendered his resignation and will be leaving Milestone on Friday 2nd December. He is currently on annual leave before taking up employment with the SCC Highways Team.

Interviews for his replacement will be taking place during the week commencing 28 November 2022, and it is hoped that the new employee will be able to start work early in the New Year. It has been requested that Sam Murrell is part of the interview panel, to represent the parishes and provide local input.

During this interim period, the parishes are requested to continue to report non-urgent work via the job request form, as these will be picked up by the new steward. There is no need to re-log any cyclical or repeat work requests, as these will automatically carry forward.

Please [click here](#) to access the Exmoor LCN – Highway Steward Job Request.

Urgent works such as blocked drains should be reported via the defects portal to ensure a swift response. General repairs such as potholes, road damage and other problems outside of your parish boundary should continue to be reported via the SCC online portal. www.somerset.gov.uk/roads-and-transport/report-a-problem-on-the-road/

4.3 Asset Information – Parish Online

Most of the Exmoor parishes had now subscribed to parish online, which was free for the duration of the trial. The following parishes had yet to subscribe

and would be invited to participate again: Huish Champflower, Selworthy and Minehead Without, Skilgate, Treborough, Upton and Wootton Courtenay. In order to sign up please use the following link:-

1. Go to www.parish-online.co.uk/signup
2. Type your parish name into the box, select your parish as the search box find it.
3. Click Next
4. Click the Subscribe Now option
5. Enter the discount code “**sccgroup**” and click Apply
6. Follow the rest of the steps in the sign-up form.

This will then send you details for how to log in.

The Parish Online User Group runs a free banter session by Zoom every Friday afternoon at 3pm - a group of parish councillors and clerks - all experts in the use of Parish Online - volunteer their time for an hour, for anyone to drop in and ask a question on anything; answers are usually provided online in an instant! This is facilitated by Graham Stoddart-Stones who is himself a parish councillor from Somerset.

Parishes may find this helpful, as well as being a source of humour and friendliness. It can be booked [here](#), (last item in the list), and users will be very welcome.

Tristram Carey from Geosphere has also set up a hedgerow layer so that parishes can add information about cutting and maintenance requirements. Tristram has offered to help parishes with the mapping requirements with this.

He did suggest a one-off training session, and Sam has received some expressions of interest but it may be difficult to find a time to suit everyone. He can be contacted via Tristram.cary@geosphere.com.

5. Colin McDonald – SWT Rural Housing Enabler Specialist

Colin presented a slideshow on his role. He is currently employed by SWT as the Rural Housing Enabler Specialist. He has over 30 years' experience in housing both at a front line and strategic level.

He has been in post since August but only does 15 hours of work a week. He has been visiting the Exmoor parishes and attending events. The biggest challenges for rural housing are Planning, Finance and lack of land.

It is important that local families register their housing need on Homefinder Somerset, even if there is no available housing in their preferred areas of choice. Housing providers use Homefinder as a data source when assessing housing requirements. If there are no households expressing an interest in certain parishes, then the need will remain hidden! This is the biggest challenge that Colin faces in his work and he spends a lot of time promoting Homefinder to households in housing need.

Colin's work focuses on housing enabling which means working with parishes to facilitate housing delivery. This could be via Community Land Trusts, Registered social landlords and or private developers. He does not deal with bringing empty homes back into use, as this is the role of the SWT Empty Homes Officer. He does work closely with colleagues in other areas of the housing section to address local issues.

Although this role is currently employed by SWT, it will transfer into the new Council in April 2023, and become part of a bigger housing authority serving Somerset.

Colin has facilitated and attended some housing events on Exmoor which have been a good way of meeting and hearing about local issues.

The Chair thanked Colin for attending and providing an informative and interesting presentation.

7. Devon and Somerset Fire and Rescue Service Issues (DSFRS)

No representative in attendance.

8. Exmoor National Park Authority Issues (ENPA)

No representative in attendance but the following updates given: -

- Bye Wood project – Tree planting would be taking place on 26 November and 3 December 2022.
- The National Park Conference had been hosted by Exmoor National Park and representative from all around the UK had attended. They were impressed with various aspects of ENPA work, but especially with regard to community engagement. This was considered something for the other national park authorities to try and emulate.
- Exmoor Young Voices was also unique to Exmoor and considered a very good model for engaging with young people, especially around affordable housing.
- There was widespread publicity about the Cost-of-Living crisis and the detrimental effect that this would have on ENPA budgets in the coming year. It was inevitable that there would have to be financial cuts.

9. Parish Lengthsman Scheme

Those parishes wishing to partake in the Parish Lengthsman Scheme need to register their interest with the Dulverton Town clerk by the beginning of December.

10. Items brought forward by parishes

An email had been submitted from Jane Lillis notifying the Exmoor Area Panel of her impending retirement on Friday 2 December. The Chair asked that a formal letter of thanks was sent to her on behalf of the committee. (**ACTION POINT** – Email correspondence sent on 28/11/22).

11. Dates and Venues for meetings going forward.

Exmoor Panel Date	Proposed Highways Sub-Group Date
24 November 2022	14 October 2022
12 January 2023	9 December 2022
16 March 2023	10 February 2023

It is hoped that the Police Crime Commissioner, Mark Shelford will be attending the January meeting. A representative from Somerset Prepared has also indicated that they will be present.

(The Meeting ended at 9.00pm)

DRAFT

**Minutes of the Exmoor LCN Pilot Highways Subgroup
Held on Friday 9 December 2022,
At the Dulverton Sports Pavilion from 10.00am – 1.00pm**

Present:

Cllr Steven Pugsley (Chair)	SCC/SWT
Cllr Frances Nicholson	SCC
Andrew Turner	SCC
Neil Guild	SCC
Luke Green	SCC
Bev Norman	SCC
Mike Ellicott	Vice Chairman Exmoor Panel
Christine Dubery	Dulverton Town Council
Sarah Buchanan	Brompton Regis (Brendon Rep)
Roger Webber	(Moor Rep)
Roger Foxwell	Cutcombe PC (2 nd Top Rep)
Sam Murrell (Project Officer)	SCC/SWT

1. Apologies

Kate Brown (subs by Bev Norman), Stephen Marsh (SCC), Margaret Rawle (Dulverton), Jeremy Hickman, Andrew Bray, Craig Gowan (subs Neil Guild). No representatives from Milestone were in attendance.

2. To review the Minutes and Action Points of the previous meeting on Friday 14 October 2022.

The minutes of the previous meeting were agreed as a true record. Matters arising: -

- **Exford Bridge Silting**

A very successful site meeting took place which was organised by Jeremy Hickman. Unfortunately, a lot of the vegetation which is causing the problem was unable to be cut due to the height of the river. It is hoped that the team will return now that the water is lower. The silt can only be removed in the summer, and budgets are very tight, but the Bridges Team are undertaking all preparatory work in case funding can be found. It was commented that it was a good collaborative piece of work between all parties. It was suggested that funding might be forthcoming from the Somerset Rivers Authority, and it would be a good idea to approach Brenda Maitland Walker from the West Somerset Flood Group. **Action Point** – Cllr Pugsley agreed to speak to Brenda Maitland Walker about funding for the silt removal.

- **Update on the Exford Road Slippage**

The Bridges Team are leading on this work, and the contractor has been carrying out exploratory bore hole drilling, to determine the core of the ravine.

This work has been contracted out to WSP who are specialist technical engineers and they have been carrying out site surveys to determine

the scope of the works. Roger Foxwell expressed disappointment at the length of time the project seems to be taking and said that officers hadn't been on site to look at the grips which needed clearing. It was pointed out that this question had been addressed at the Exmoor Area Panel meeting. It was not safe for the specialist equipment required to clear the grips to operate within the ravine.

It was suggested that the Highways Steward may have to do this work manually as best he can, to try and alleviate the problem.

The contractors undertaking the work had wanted a full road closure in operation, but the SCC Highways team had pushed back and instead implemented a partial closure, with traffic management.

Mike Ellicott and Roger Webber requested that a public meeting was held in the New Year to inform all affected parties of the work required, and how long it would take. It was agreed that once the outcome of the report is known, this could happen. In the meantime, could a holding statement be put out to communicate what is happening?

Other comments were: -

- Could the traffic lights be widened so that there wasn't so much pressure on the pinch points? This was also causing erosion and tearing up of the verge/bank.
- Communities don't want diversions or permanent road closures due to the impact on markets, businesses and tourism.
- The engineering solution must be long term, sustainable and in the short term this may mean some inconvenience to the markets and other businesses. This will be communicated where possible, but it is more important to get the work done.

3. Scheme Promotion / Review and Update

3.1 Highways Schemes – Neil Guild

Christine Dubery – Why was the work at Milhams Lane cancelled due to utilities?

The B3188 Winters Lane Scheme. There is a very elderly couple who live at Rooks Nest, who can't manage to clear the gully outside their property, causing it to flood. It was suggested that the Highway Steward may be able to do some ongoing maintenance to keep it clear.

3.2 Surface Dressing – Neil Guild

Signage – It is very important that the signs make it clear where the road closure comes into effect. This is especially important regarding the A39 Porlock Hill / Redway drainage scheme so as not to "close off Porlock". In the past this has happened as traffic has bypassed the village. It is important that the businesses are not adversely affected. It was agreed that the yellow diversion signs need to contain more information.

Neil said that he would send sign schedules across to the group for comment. Luke Green said that the utilities team had already been working on some designs so would liaise on this.

Next years programme is in the pipeline.

Grass and Hedge Cutting

The cutting schedules are now being drawn up for the spring. Those parishes that expressed a need for a 6ft cut on vertical hedgerows such as Selworthy, need to ensure their requirements are submitted. This is now time critical.

In the new Somerset Council, the street sweeping contract will be combined into the programme and this will make it easier to liaise on general maintenance issues.

Winter Maintenance

All winter maintenance gritting routes are being maintained as in previous years.

3.3 Traffic Management Schemes – Bev Norman

General comment was made that all schemes need to be communicated, realistic timescales implemented, and expectations met.

If officers are visiting parishes in their work, can they please make themselves known and take notes of the work required. It is very frustrating if concerns don't appear to be passed on.

Some comments that were made about the schemes in the schedule were: -

3.3.1 Cutcombe - Extension of 20mph reduction in speed (TRO)

The publishing of the proposal to implement the speed limit has received some opposition and a FOI request. The detailed plans are due to be sent to the parish council in the next few days and if all in agreement with the proposals, the formal consultation will be launched in the New Year. If no objections are received then the implementation will be sometime around June/July. It is a lengthy process but this is due to the statutory requirements..

3.3.2 Exford Speed Indicator Devices (SID)

The position of the posts for siting the SIDs has been identified. The works order is currently with Milestone and they will be chased for a time frame to do the work. The white lining road markings did not get completed due to parked cars blocking access. It was requested that if SCC could give 24 hours' notice to the parish then steps would be taken to ask the owners to remove their vehicles.

ACTION POINT – Kate Brown to liaise with Milestone.

3.3.3 A39 Tivington / Selworthy

Reduction in the speed limit to 50mph at the request of Luccombe and Selworthy PCs. There were no objections to the proposal and work is due to go ahead at the same time as the road re-surfacing to minimise disruption.

Bev said that TRO's take time to realise. Kate Brown is under considerable pressure because she covers the whole of the SWT area, and until recently she didn't have any technician support. Bev will take the concerns of the sub-group back to the office and look into how service can be improved. Greater collaboration with parishes could help alleviate these pressures.

3.4 Public Utilities (Luke Green)

The location of diversion signs has now been addressed and put on the one.network. Statutory Undertakers must refer to this when carrying out their duties.

Due to the frequent problems with leaving signs up when not needed, a new permit condition is being trialled. Financial penalties will be applied if signs are left out and work is not being done. This is being confined to Exmoor now, and dependent upon success could be rolled out across Somerset. Luke Green is doing his best to ensure sub-contractors comply. This is happening alongside more information being added to the diversion signs.

4. Devolved Funding

4.1 The Exmoor Area Panel unanimously approved the recommendations which were submitted on Thursday 24 November.

Green schemes to be progressed: -

- Sam and Sarah Buchanan to have an offline conversation on how to pay the traffic monitoring invoice. Small amount of money. May be done internally without the need to send an invoice.
- Jetting – Local suppliers to be approached via Andrew Turner and Sam. Will liaise with the Highways depot to progress this.
- Grit bins – Some parishes submitted late applications, but all will be honoured. To be secured with a hasp and staple fastener. Will be delivered to the depot and then distributed from there.

Amber Schemes

- Cllr Pugsley enquired whether there was any progress on the ice warning signs? This was an ongoing problem at Huish Champflower. No progress so far. More work needed to determine suitability and type of signs and costs.

Post Minute Note

Current SCC policy states “Ice” warning signs are not for general use for ice found on the normally untreated network as ice would reasonably be expected to be encountered here at any point. If Ice Warning signs were to be implemented on this untreated route then it would leave the Highway authority open to litigation at other sites on untreated routes where there are no warning signs. Unfortunately, the policy does not make allowance for temporary signs either.

Once the green schemes are costed and spent, then an assessment can be made on amber schemes. It was acknowledged that the jetting works would have a considerable impact on the revenues budget.

5. Highway Steward (Andrew Turner)

5.1 Update on Highway Steward Scheme

Interviews were held on Thursday 1 December and Sam Morgan-Russell was appointed. He will start after Christmas and will be employed until March 2024. He has good local knowledge of the area, as lives in North Devon and previously worked as an on-call fireman at Lynton.

5.2 Update on Programme

A meeting / handover will be arranged in the New Year so that Sam Morgan-Russell can liaise with the outgoing Highway Steward (Richard Gay). It would also be useful for him to meet Sean – the parish lengthsman. The handover of work should be straightforward as the work planner is still being updated.

It is also planned to have more liaison between the Highway Steward and the SCC Highways Superintendents in the future. This will identify the gaps where the Highways Steward encounters problems which he can't tackle, and his concerns can be passed on more quickly. This will be finalised when Sam Morgan-Russell comes into post.

6. Parish Online

6.1 Action Point – Sam to send chaser to those not applied.

Most parishes have now applied and have been sent information on how to sign up for the various training forums. Sam admitted to not having time to co-ordinate this, but the information had been circulated.

Councillor Nicholson expressed the hope that the parishes could be able to upload their data and knowledge into the parish online system and enhance the information bank. Parishes knew better than anyone where gullies etc could be found and it would be useful if they could do this.

7. Recommendations to the Exmoor Area Panel

None at the present time.

8. A.O.B

- Terms of reference had been circulated prior to the meeting for discussion. The Sub-group agreed that these should be approved.
- Roger Webber felt there should be more emphasis on flooding issues. Somerset Prepared will be sending a representative to the January Area Panel meeting to discuss how communities can be ready to tackle flooding issues.
- Andrew Turner said that he will be writing a report about the Exmoor Pilot which will go before the Local Government Reorganisation Committee. It will cover such themes as “what works and what doesn't?”, officer capacity

and lessons learnt. It would be useful to have some thoughts and feedback from members of the sub-group in the New Year. Cllr Pugsley stressed that it was very important to stress the positive outcomes, and if things were not working to offer possible solutions on how improvements could be made.

9. Dates and Venues for meetings going forward

Exmoor Panel Date	Proposed Highways Sub-Group Date
12 January 2023	9 December 2022
16 March 2023	10 February 2023

Meeting closed at 13:18

DRAFT