



WINCANTON TOWN COUNCIL

To Cllrs: H Ellard (Chairman), S Atherton, D Caines, T Child, K Hearne, E Hix, A Lumley, P McLarnon, D Old, L Ralph, C Rodgers, P Rodgers, D Smith, R Tudgay & L Walters

Dear Councillors

You are hereby summoned to attend the next meeting of Wincanton Town Council to be held in **the Council Chamber at Wincanton Town Hall**, Market Place, Wincanton on **Monday 22nd August 2022 commencing at 7pm** for the purpose of transacting the following business:



Emma Curtis
Town Clerk to Wincanton Town Council, 16th August 2022

Meetings and the Public

Members of the public and press are welcome to attend any of the Council's Full Council or Committee meetings and listen to the debate. All agendas, reports and minutes can be viewed on the Council's website www.wincantontowncouncil.gov.uk

Before the meeting, the Chair may allow a public session to enable people to ask questions of the Council and make comments, in accordance with Standing Orders 3e and 3h. Questions are directed to Council and should be restricted to matters on the agenda. Members of the public are not to verbally abuse or harass a member of the Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting. Members of the public are asked to restrict their comments, and/or questions to three minutes.

The agenda may be split into two parts – part of the meeting that is open to the public and other part for items on the agenda which may be discussed in the absence of the press or public because the agenda item for discussion includes personal, confidential or sensitive information (Exempt Business). The press and public will be asked to leave the meeting once a resolution is passed that reflects a decision to go into Exempt Business.

Town Councillors, officers, the public and press are asked to refer to the current COVID-19 guidelines <https://www.gov.uk/guidance/people-with-symptoms-of-a-respiratory-infection-including-covid-19> - please not attend this meeting if you have tested positive for COVID-19 within the last five days and respect the personal space of others at the meeting.

AGENDA

PUBLIC PARTICIPATION

1. APOLOGIES FOR ABSENCE

To receive and approve apologies for absence including reasons given (Local Government Act 1972 s85 (1)) - please can Members give any apologies by email or telephone by 5pm of the day of the meeting.

2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

For Members to declare any interests they may have on items on the agenda and agree any dispensations to stay (Wincanton Town Council Code of Conduct 2022).

3. TOWN COUNCIL MINUTES 25th JULY

To receive the minutes of the previous meeting of Full Council on 25th July 2022 as a correct record and signed by the Town Mayor (Local Government Act 1972 Sch 12) (Appendix 1).

4. TO RECEIVE ANY REPORTS FROM

- (i) the Town Mayor,
- (ii) Somerset County Council or District Councillors representing Wincanton on matters of interest to the town and the local community,
- (iii) the Town Clerk,
- (iii) local organisations, Town Councillor representatives, and partners.

5. ACTION LIST

To note circulation of the Actions from Meeting list and discuss any matters arising

6. COMMITTEE MINUTES AND WORKING GROUP NOTES

To formally receive and note committee minutes and working group notes:
a) Draft Planning Committee minutes (Appendix 2)

7. REPRESENTATIVES TO OUTSIDE BODIES

To consider Council representatives to Outside Bodies

8. CALE PARK KITCHEN

To note, after delegation at the last meeting, that a new lease has been prepared and signed accordingly (Appendix 3)

9. WINCANTON REGENERATION PROJECT

To consider preparing a formal press release from Wincanton Town Council in response to recent changes to the project

10. CAR PARK COMPENSATION SCHEME

To consider in detail the Car Park Compensation Scheme Agreement (Appendix 4)

- 11. TOWN COUNCIL WEBSITE**
To consider gaining quotations for a new Town Council website
- 12. CHRISTMAS EVENTS/COMMUNITY AWARDS**
To consider preparations for Christmas 2022 and Community Awards 2022
- 13. SKATEPARK EVENT**
To consider hosting a Skatepark Event during October half term (Appendix 5)
- 14. COMMUNITY FRIDGE**
To receive an update on the Community Fridge project
- 15. FINANCE**
 - a) To receive receipts and payments list July 2022 (Appendix 6a)
 - b) To receive balance sheet dated 31st July 2022 (Appendix 6b)
 - c) To receive income and expenditure report dated July 2022 (Appendix 6c)
 - e) To approve bank account reconciliation dated 31st July 2022 (Appendix 6d)
 - f) To note letter from the SAAA and consider continuation as part of the SAAA sector led auditor appointment regime (Appendix 6e)
 - g) To consider obtaining a Unity Trust Bank Multipay Card for purchasing
- 16. THE CIVILITY AND RESPECT PLEDGE**
To consider taking the Civility and Respect Pledge as part of the Civility and Respect Project
- 17. CORRESPONDENCE, TRAINING AND FORTHCOMING MEETINGS:**
 - (i) Correspondence: Copy of petition
 - (ii) Training: SALC Cllr Training
 - (iii) Meetings: LCN Pilot Event 15th September
- 18. EXCLUSION OF PRESS AND PUBLIC**
To consider exclusion of press and public for remainder of meeting under Public Bodies Admissions To Meetings Act 1960, Section 1 (2) on the grounds that discussion of the following business is likely to disclose confidential information relating to HR/Personnel matters.
 - a) To receive an update on the recruitment of a permanent RFO
- 19. Close of meeting and confirm date of next Town Council meeting as Monday 26th September 2022.**