



WINCANTON TOWN COUNCIL

MINUTES OF THE FULL TOWN COUNCIL MEETING
HELD AT 7PM ON TUESDAY 28Th JUNE 2021 AT THE TOWN HALL

MEMBERS OF THE PUBLIC: 4

MEMBERS OF THE LOCAL PRESS: 1

PROPER OFFICER IN ATTENDANCE: Stephen Hill, Town Clerk

MEMBERS PRESENT: Councillors Anderson, Atherton, Shelbourn-Barrow (Chairman), Cole, Ellard, Hix, Old, Power, Ralph, Smith, Thomas, Tudgay (Deputy Chairman), Vagg and Walters.

PUBLIC PARTICIPATION

Three members of the public spoke during Public Participation.

The Chairman asked the Town Clerk to contact Mr Walter regarding concerns about traffic management near school. The cost to Wincanton Town Council (WTC) of the May 2021 by-elections is £1,100. Confirmation of the date for the re-arranged Parish Meeting was requested. The cost of democracy was highlighted.

035-22

APOLOGIES

RESOLVED – that the reason for the apologies were accepted from Councillor Greening.

036-22

DECLARATIONS OF INTEREST

Cllr Ellard declared a personal interest in respect of his Chairmanship of the Wincanton Sports Ground.

037-22

MINUTES OF THE PREVIOUS MEETING

RESOLVED – that the minutes of the meeting held on 1st June 2021 were approved.

Proposed: Cllr Hix, Seconded: Cllr Anderton - Unanimous

038-22

MINUTES OF THE PREVIOUS MEETING

NOTED – that the minutes of the Planning Committee meeting held on 1st June 2021 were noted.

039-22

REPORTS FROM DISTRICT COUNCILLORS COLIN WINDER AND NICK COLBERT AND COUNTY COUNCILLOR ANNA GROSKOP

Cllrs Winder and Groskop provided a verbal report regarding the CEx of South Somerset District Council, phosphates impact on Planning decisions, shortage of staff, the Welcome Back fund, introduction of new Walks, potential vehicle traffic dangers at Silver St and staff resources for Covid-19.

040-22

REPORT FROM WINCANTON TOWN COUNCIL CHAIRMAN

Council received a report from the Chairman (link).

041-22

COMMITTEE MEMBERSHIP

RESOLVED – that Cllr Tudgay be appointed to the Car Park Committee

Proposed: Cllr Ellard, Seconded: Cllr Atherton - Unanimous

In addition, Cllr Atherton indicated that she plans to stand down from Planning Committee; this will be taken to the next Full Council.

- 042-22 **GENERAL POWER OF COMPETENCE (GPC)**
RESOLVED – that Council adopt the General Power of Competence following the local Elections 6 May 2021 and more than 2/3rd of Councillors appointed by Election and with a suitably qualified Clerk.
Proposed: Cllr Atherton, Seconded: Cllr Cole – Unanimous
- 043-22 **NEWSLETTER**
The importance of proof reading and providing the Newsletter to all Councillors before publication were underlined. Newsworthy items to be submitted to the Clerk.
RESOLVED – that delegated authority be given to the Town Clerk (in consultation with the Chairman and Vice Chairman) to prepare and publish the Council’s Newsletter.
Proposed: Cllr Vagg, Seconded: Cllr Old – Unanimous
- 044-22 **PUBLIC CPR AND DEFIBRILLATOR TRAINING**
RESOLVED – to offer CPR and defibrillator training to Councillors and staff from either the Red Cross or Fire Brigade or other and to subject to capacity invite residents to attend. Also, it was highlight that the Council should collate and publish a list of defibrillators.
Proposed: Cllr Hix, Seconded: Cllr Power – Unanimous
- 045-22 **USE OF TOWN COUNCIL LAND**
RESOLVED – that Council delegate authority to the Town Clerk (in consultation with the Chairman and Vice Chairman) to authorise use of Council land (and land held in Trust) in accordance with agreement to provide public liability insurance to £5m; liability for damage and repair; and return in similar condition.
Proposed: Cllr Anderton, Seconded: Cllr Atherton – Unanimous
- 046-22 **PLAY DAYS, CALE PARK**
RESOLVED – that Council confirm agreement for the Maternal Mental Health Project & Hopscotch Family support 0-5 to run the community play days at Cale Park on 27 July, 10 August and 31 August 2021.
Proposed: Cllr Vagg, Seconded: Cllr Ralph – Unanimous
- 047-22 **MATCH FUNDING APPROVAL FOR MTIG ENVIRONMENT FUND APPLICATION**
RESOLVED – that Council approve match funding from the Town Council reserves of circa £1,000 should bids to the SSDC Market Town Investment Group (MTIG) be successful. Ownership and location would be separately considered.
Proposed: Cllr Tudgay, Seconded: Cllr Ellard – Unanimous
- 048-22 **GRANT FUNDING TO WINCANTON RECREATIONAL TRUST (WRT - SPORTS GROUND) (Background Paper)**
Members discussed the letter sent to the WRT 20 May 2021; limited correspondence with WRT was stated; information requested at Grant applications stage; timescale for payment of Grant; clarification of information needed by the Council; breakdown of intended spend of Grant; information is similar to what Grant applicants are expected to provide; the Council’s need to protect public money; consistency with requests for information from other Grant funded organisations; information requested is commensurate with Grant application; first Grant payment upon receipt of Business Plan; Trust has taken over management since November 2020 without a handover; income and outgoings have been evaluated as have maintenance costs; Business Rate relief was awarded.
RESOLVED – that Council confirm that the following information must be required from the Trust (Sports Ground) to enable the Council to release previously approved £9k Council 2021/22 Grant funding in two tranches: business & activities plan and

activities that the Grant funding will purchase for 2021/22; Council letter 20 May 2021 and Sports Ground response 31 May 2021.

Proposed: Cllr Ralph, Seconded: Cllr Tudgay – For: Cllrs Cole, Tudgay, Shelbourn-Barrow, Thomas, Vagg, Smith, Walter, Ralph, Power and Hix; Against: Ellard and Old; Abstain: Anderson and Atherton.

Council considered releasing the first tranche payment at £4,500 now, in recognition of error of the Town Council, and then payment of second tranche £4,500 once WRT confirmation the activities is received. The proposal was not carried.

Proposed: Cllr Old, Seconded: Cllr Atherton – For: Cllrs Old, Ellard, Anderton, Atherton and Smith; Against: Shelbourn-Barrow, Thomas, Vagg, Walter, Ralph and Hix; Abstain: Tudgay, Cole and Power.

049-22

CONCLUSION OF AUDIT 2019/20 (Background Paper)

NOTED – that Council noted that PKF Littlejohn has completed the External Audit of the Annual Governance & Accountability Return (AGAR) for Wincanton Town Council for the year ended 31 March 2020 including the external auditor report and certificate (Section 3 of the AGAR Part 3). Council is required to prepare and publish a “Notice of conclusion of audit” which details the rights of inspection, along with the certified AGAR (Sections 1, 2 & 3). The Council will use the Income and Expenditure way of accounting, rather than Payments and Receipts. WTC will also ensure that the 2019/20 figures in the comparative column of the 2020/21 AGAR are restated to be on the same basis. It was highlighted that Appendix A not provided by PKF should be brought back to Full Council.

050-22

ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN (AGAR) 2020/21

NOTED - that the External Auditor has granted a one-month extension to the 1 July 2021 deadline to submit the AGAR 202/21.

051-22

FINANCES: APRIL AND MAY 2021 – MONTHS 1 AND 2 (Background Paper)

NOTED – the finances for months 1 and 2:

- Payments
- Receipts
- Summary of receipts and payments against budget

052-22

EXCLUSION OF PRESS AND PUBLIC

Council considered the reasons for entering confidential session and voted upon not excluding the Press and Public. The proposal not to exclude Press and Public was not carried.

Proposed: Cllr Old, Seconded: Cllr Atherton – For: Cllrs Anderson, Old, Ellard, Atherton; Against: Tudgay, Shelbourn-Barrow, Thomas, Vagg, Walter, Smith, Ralph Cole and Hix; Abstain: Power.

RESOLVED - that pursuant to the provision of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business by reason of the confidential nature of business to be transacted.

Proposed: Cllr Vagg, Seconded: Cllr Tudgay – For: Cllrs Tudgay, Shelbourn-Barrow, Thomas, Smith, Vagg, Walter, Ralph, Hix and Cole; Against: Atherton, Anderson, Ellard and Old; Abstain: Power.

053-22

REQUEST FOR DISPOSAL OF LAND OFF CARRINGTON WAY

RESOLVED – not to agree in principle to the April 2021 proposal to purchase its land off Carrington Way, subject to satisfying provisions for disposal of public land.

Proposed: Cllr Atherton, Seconded: Cllr Power – Unanimous

054-22

EXTENSION OF CEMETERY

NOTED – Council considered the formal S106 Agreement to transfer land to the Town Council and **RESOLVED that Council retrospectively approve the informal arrangements to store material at and improve the area.** Councillors agreed Cllr Tudgay to attend the site visit and that the Agreement should be brought back to Council once finalised.

Proposed: Cllr Anderson, Seconded: Cllr Atherton – Unanimous

055-22 **LEASE OF CALE PARK KITCHEN**

NOTED – Council considered the circumstances concerning rent outstanding and **RESOLVED** to approve next steps.

Proposed: Cllr Ellard, Seconded: Cllr Power – Unanimous

056-22 **UPDATE OF WINCANTON CAR PARK COMPENSATION AGREEMENT**

NOTED – that a draft (with comments) Compensation Agreement with SSDC was provided in March 2021 for WTC approval of a 3-year Agreement from 1 April 2021; the Reimbursement Figure £28k (21/22) pa is not confirmed so the Agreement has not been signed. Payments may be due from WTC to SSDC for 2019/20 and 2020/21 and although the amounts are not yet defined, budget provision would be from reserves.

The meeting closed 21:00

Signed

Date

DRAFT