



WINCANTON TOWN COUNCIL

DRAFT MINUTES OF THE FULL TOWN COUNCIL MEETING HELD AT 7PM ON MONDAY 27TH MARCH 2023 IN THE COUNCIL CHAMBER, TOWN HALL, WINCANTON

MEMBERS PRESENT: H Ellard (Chairman), N Anderson, S Atherton, K Hearne, E Hix, P McLarnon, D Old (Deputy Chairman), L Ralph, C Rodgers, P Rodgers, D Smith & S Wing

MEMBERS OF THE PUBLIC PRESENT: 2

MEMBERS OF THE LOCAL PRESS IN ATTENDANCE: 0

DISTRICT AND COUNTY COUNCILLORS: Cllr L Trimmell, Cllr T Power and Cllr C Winder

PROPER OFFICER IN ATTENDANCE: Emma Curtis – Town Clerk

PUBLIC PARTICIPATION

A member of the public spoke regarding Highways concerns. The Town Clerk stated these issues would be addressed accordingly.

The meeting commenced at 7:08pm

1. APOLOGIES FOR ABSENCE:

Received from Cllr T Child and Cllr D Caines.

RESOLVED: It was proposed and unanimously agreed to approve the apologies for absence as presented.

2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS:

Received from Cllr Ellard, agenda item 9, *Trustee of Wincanton Recreation Trust and member of the History and Museum Society*

3. TOWN COUNCIL MINUTES 27th FEBRUARY 2023:

RESOLVED: It was proposed and unanimously agreed to adopt the minutes as a true and accurate record of the meeting. The Chairman duly signed the minutes.

4. Election of Deputy Chairman / Deputy-Town Mayor

To elect the Deputy Chairman/Town Mayor and receive their Declaration of Acceptance of Office:

Cllr Atherton nominated Cllr Old, seconded by Cllr P Rodgers. There were no further nominations. Cllr Old accepted the nomination.

RESOLVED: It was proposed and agreed to elect Cllr Old as Deputy Chairman/Town Mayor. There were two abstentions. Cllr Old duly signed the Declaration of Acceptance of Office.

5. TO RECEIVE ANY REPORTS FROM

(i) the Town Mayor: No specific report received but Cllr Ellard stated he had attended several meetings over the past month.

(ii) Somerset County Council or District Councillors representing Wincanton on matters of interest to the town and the local community: Cllr Power referred Cllrs to the report sent around earlier in the month and confirmed this would be a monthly occurrence to provide updates on Somerset Council. Cllr Power confirmed that the merging of Councils would commence on vesting day 1st April and concerns raised during Public Participation would be flagged with Highways. Cllr Trimnell provided a verbal report regarding trees and TPO's at Dancing Lane and provided information on the new Somerset Council website and social media channels. Cllr Winder stated this would be his last attendance at a Town Council meeting as a District Cllr and wished the Council well for the future. Cllr Ellard and Cllr Atherton thanked Cllr Winder for his service over the years and endeavours for Wincanton.

(iii) the Town Clerk: The Town Clerk provided a report on staffing, Town Council office refurbishment, internal audit and AGAR, Cemetery Pathway works, new website, new email accounts, Community Fridge, Wincanton Business Fair and market place plinth.

(iii) local organisations, Town Councillor representatives, police, and partners: Cllr Atherton reported that drainage and flooding in the town were dire and asked that pressure be put on Highways to resolve any issues.

6. ACTION LIST

To note circulation of the Actions from Meeting list and discuss any matters arising: Circulation of the Actions from Meeting list was noted. No issues raised.

7. EVENTS

a) To receive an update on plans for Coronation event on Sunday 7th May:

The Town Clerk provided a verbal report on the arrangement of the event including a list of activities which have been arranged. The Clerk confirmed that an Event Plan and Risk Assessment had been undertaken and that promotion of the event would be undertaken imminently along with the purchase of bunting, decorations and flags for the town. The Clerk requested volunteers to assist on Sunday 7th May and Cllrs Smith, Ralph and Ellard volunteered providing they are in available.

b) To confirm a date for Christmas event to allow for road closure application to be submitted and to note receipt of SSDC grant: It was resolved that the Christmas event would be held on Friday 24th November with a road closure from 5:00pm – 8:00pm. It was agreed to make the event bigger and better with stalls, late night shopping and market. Cllr Power confirmed he would book the Silver Band and Cllrs Wing, C Rodgers, Hearne and Ellard agreed to form a working party to assist with the arrangement of the event.

RESOLVED: It was proposed and agreed to hold the Christmas 2023 event on Friday 24th November and for the Clerk to submit the road closure application.

Action: 270323/1 Town Clerk

8. WELCOME BACK FUND

To receive finalisation of Wincanton Town Brand and note conclusion of Phase 1 and confirm instruction for Phase 2: Conclusion of Phase 1 was confirmed and Cllrs considered options and ideas for Phase 2 including display stands for the LIC in the Town Hall office, hard copy information leaflet about Wincanton along with digital version and walking and cycling routes.

RESOLVED: It was proposed and agreed to provide a list of ideas for Phase 2 to Rocketbox and request costings for each.

Action: 270323/2 Town Clerk

9. GRANT APPLICATIONS 2023/24

To consider and resolve upon Grant Applications for the 2023/24 Financial Year: Cllr Atherton requested a recorded vote. Cllrs considered all grant applications in detail and thorough discussion was undertaken.

Wincanton Tennis Club

Grant Requested: £500

Grant Awarded: £300

RESOLVED: It was proposed by Cllr Ralph, seconded by Cllr C Rodgers and agreed to award a grant of £300.

For: Cllr Ralph, Cllr Smith, Cllr Anderson, Cllr McClarnon, Cllr Hix, Cllr Hearne, Cllr C Rodgers, Cllr P Rodgers and Cllr Ellard

Against: Cllr Atherton

Abstentions: Cllr Old and Cllr Wing

Wincanton District Museum

Grant Requested: £1,900

Grant Awarded: £1,000

RESOLVED: It was proposed by Cllr Old, seconded by Cllr P Rodgers and agreed to award a grant of £1,000.

For: Cllr Old, Cllr Ralph, Cllr Smith, Cllr Anderson, Cllr McClarnon, Cllr Hix, Cllr Hearne, Cllr C Rodgers, Cllr P Rodgers, Cllr Atherton and Cllr Wing

Against: None

Abstentions: Cllr Ellard

Home Start Blackmore Vale

Grant Requested: £1,000

Grant Awarded: £1,000

RESOLVED: It was proposed by Cllr Atherton, seconded by Cllr Old and unanimously agreed to award a grant of £1,000.

For: All Cllrs

Against: None

Abstentions: None

The Balsam Centre

Grant Requested: £5,967

Grant Awarded: £3,000

RESOLVED: It was proposed by Cllr Old, seconded by Cllr Wing and unanimously agreed to award a grant of £3,000.

For: All Cllrs

Against: None

Abstentions: None

MHA South Somerset

Grant Requested: £3,000

Grant Awarded: £1,500

RESOLVED: It was proposed by Cllr Smith, seconded by Cllr Atherton and unanimously agreed to award a grant of £1,500.

For: All Cllrs

Against: None

Abstentions: None

Wincanton Choral Society

Grant Requested: £1,000

Grant Awarded: £500

RESOLVED: It was proposed by Cllr Ralph, seconded by Cllr McClarnon and unanimously agreed to award a grant of £500.

For: All Cllrs

Against: None

Abstentions: None

Wincanton Football Club

Grant Requested: £1,000

Grant Awarded: £500 with conditions of an appropriate bank account and constitution

RESOLVED: It was proposed by Cllr Ralph, seconded by Cllr Smith and agreed to award a grant of £500 upon the set up of an appropriate bank account and constitution.

For: Cllr Ralph, Cllr Smith, Cllr McClarnon, Cllr Wing, Cllr C Rodgers, Cllr P Rodgers, Cllr Old and Cllr Ellard

Against: Cllr Hix and Cllr Anderson

Abstentions: Cllr Atherton and Cllr Hearne

The Growing Space

Grant Requested: £1,500

Grant Awarded: £1,000

RESOLVED: It was proposed by Cllr Atherton, seconded by Cllr C Rodgers and unanimously agreed to award a grant of £1,000.

For: All Cllrs
Against: None
Abstentions: None

Wincanton Recreational Trust

Grant Requested: £20,000
Grant Awarded: £10,000

RESOLVED: It was proposed by Cllr P Rodgers, seconded by Cllr Old and agreed to award a grant of £10,000.

For: Cllr Old, Cllr Ralph, Cllr Smith, Cllr Anderson, Cllr McClarnon, Cllr Hix, Cllr Hearne, Cllr C Rodgers, Cllr P Rodgers, Cllr Atherton and Cllr Wing

Against: None
Abstentions: Cllr Ellard

One Planet Wincanton

Grant Requested: £450
Grant Awarded: Nil

RESOLVED: It was proposed by Cllr Atherton, seconded by Cllr Old and agreed not to award a grant but welcome another application under the new Donations Policy once adopted.

For: Cllr Atherton, Cllr Ellard, Cllr Old, Cllr P Rodgers, Cllr C Rodgers, Cllr Hearne and Cllr Anderson

Against: None
Abstentions: Cllr Hix, Cllr Smith, Cllr McClarnon, Cllr Ralph and Cllr Wing

Cllr Atherton left the meeting at 8:47pm

Community Patch

Grant Requested: £3,845
Grant Awarded: Nil

RESOLVED: It was proposed by Cllr P Rodgers, seconded by Cllr Old and unanimously agreed not to award a grant until the group becomes properly constituted with bank and insurance details provided.

For: All Cllrs
Against: None
Abstentions: None

Total grants budget for the 2023/24 year: £25,000
Grants Awarded: £18,800

Action: 270323/3 Town Clerk/RFO

RESOLVED: At 8:55pm Cllr Ellard proposed Standing Orders be suspended and the meeting extended so all agenda items could be completed. This was agreed.

10. BANKING SIGNATORIES

To resolve to add new banking signatories following resignation of Cllr:

Cllrs Smith, Ralph and Hearne stated they had completed the relevant forms but had not heard back from Unity Trust Bank. The Clerk stated this would be followed up with the RFO.

RESOLVED: It was proposed and agreed to add Cllr Old and Cllr Wing as Banking Signatories

Action: 270323/4 RFO

Cllrs C Rodgers, Anderson and Hearne left the meeting at 9:00pm

11. FINANCE

a) To receive payments list dated 28th February 2023: The payments listed dated 28th February was noted and signed by the Chairman. It was RESOLVED unanimously to accept a quote of £1,500 for tree pollarding.

b) To receive balance sheet dated 28th February 2023: Received and signed by Chairman.

c) To receive income and expenditure report dated 28th February 2023: Received and noted.

d) To approve bank account reconciliation dated 28th February 2023:

RESOLVED: It was proposed and agreed to approve the bank reconciliation as presented. The Chairman duly signed the document.

12. ASSET REGISTER

To resolve to adopt updated Asset Register:

RESOLVED: It was proposed and unanimously agreed to approve and adopt the Asset Register as presented.

13. CORRESPONDENCE, TRAINING AND FORTHCOMING MEETINGS:

(i) **Correspondence:** Letters of thanks from 1 Army Air Corps were noted.

(ii) **Training:** SALC Training information provided by Clerk

(iii) **Meetings:** LCN Event Thursday 20th April

14. EXCLUSION OF PRESS AND PUBLIC

To consider resolution to exclude 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:

RESOLVED: It was proposed and unanimously agreed to exclude any press and public for the remainder of the meeting.

a) To resolve as per Contracts of Employment to move qualifying staff up relevant Scale Points from 1st April 2023:

RESOLVED: It was proposed and unanimously agreed to move all qualifying staff up the relevant Scale Point as per contractual obligations from 1st April 2023.

15. CLOSE OF MEETING

The date of next Full Town Council meeting was confirmed as **Monday 24th April 2023.**

The meeting closed at 9:05pm