



Wincanton
Town Council



Town Hall
Market Place
Wincanton
Somerset
BA9 9LD

Tel: 01963 31693

Email: townclerk@wincantontowncouncil.gov.uk

EVACUATION PROCEDURE

When the continuous alarm sounds, you must evacuate the building by the exit.
and proceed downstairs to outside of the Bear Inn.

THIS MEETING MAY BE FILMED OR RECORDED

To All Town Cllrs: H Ellard (Chairman), N Anderson, K Hearne, E Hix, T Howe, J Packer, T Power, D Old, C Rogers, P Rodgers, D Smith, A Waistell, C Wallis & S Wing

You are hereby summoned to attend the Full Council Meeting of Wincanton Town Council to be held in **the Council Chamber at Wincanton Town Hall**, Market Place, Wincanton on **Monday 21st October 2024 commencing at 7pm** for the purpose of transacting the following business:

Emma Curtis
Town Clerk to Wincanton Town Council
14th October 2024

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 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. 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.

PUBLIC PARTICIPATION

AGENDA

WTC090 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.

WTC091 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).

WTC092 TOWN COUNCIL MINUTES 16TH SEPTEMBER 2024

To receive the minutes of the previous meeting of Full Council on 16th September 2024 as a correct record and signed by the Town Mayor (Local Government Act 1972 Sch 12) (Appendix 1).

WTC093 TO RECEIVE REPORTS FROM:

- (i) the Town Mayor,
- (ii) Somerset Councillors representing Wincanton on matters of interest to the town and the local community,
- (iii) Town Clerk
- (iii) Youth Connect South West
- (iiii) local organisations, Town Councillor representatives, and partners.

WTC094 ACTION LIST

To note circulation of the Actions from Meeting list and discuss any matters arising (Appendix 2)

WTC095 PLANNING

a) TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS:

Application Number	Address and description
24/02145/TPO (Notification Only)	Land Adj Catholic Church Of St Luke And St Teresa, South Street, Wincanton Application of intent to carry out tree surgery work to No. 2 trees as shown by the Yeovil District Council (WINC 1) 1975 Tree Preservation Order. https://ssdc.somerset.gov.uk/planningdocuments?ref_no=24/02145/TPO
24/01964/COL (Notification Only)	20 Rickhayes, Wincanton, Somerset, BA9 9BH Application for Certificate of Lawfulness for proposed conversion of outbuilding to annexe https://ssdc.somerset.gov.uk/planningdocuments?ref_no=24/01964/COL
24/02364/HDG (Notification Only)	Land On The North Side Of Lawrence Hill, Wincanton Application to remove 5m of hedgerow.

	https://ssdc.somerset.gov.uk/planningdocuments?ref_no=24/02364/HDG
SCC/4112/2024	Land south-east of Brains Farm, Wincanton, Somerset Construction of silage clamps and a covered digestate lagoon https://planning.somerset.gov.uk/Planning/Display?applicationNumber=SCC%2F4112%2F2024

b) TO NOTE RECENT PLANNING DECISIONS:

Application Number	Address and description
24/02162/DOC1	Land Rear White Horse Hotel, High Street, Wincanton, Somerset, BA9 9JP Discharge of Conditions No. 4 (CEMP) and No. 5 (CMS) of Planning Applications 20/03363/FUL and No. 4 (CMS) of Planning Application 20/03364/LBC. Decision: Conditions Discharged https://ssdc.somerset.gov.uk/planningdocuments?ref_no=24/02162/DOC1
24/02155/DOC1	White Horse Hotel, 4 High Street, Wincanton, Somerset, BA9 9JP Discharge of Conditions No. 10 (CEMP) and No. 11 (Construction Method Statement) of Planning Application 20/03222/FUL and Discharge of Condition No. 8 (Constuction Method Statement) of Planning Application 20/03223/LBC. Decision: Conditions Discharged https://ssdc.somerset.gov.uk/planningdocuments?ref_no=24/02155/DOC1
24/02076/NMA	New Barns Farm, West Hill, Wincanton, Somerset, BA9 9BU Non Material Amendment to vary condition 1 (Approved Plans), condition 5 (Boundary) and condition 14 (Car Parking Details) of approved application 23/00736/S73A. Decision: Application Permitted https://ssdc.somerset.gov.uk/planningdocuments?ref_no=24/02076/NMA
24/01858/TPO	27 Blackmore Chase, Wincanton, Somerset, BA9 9SB Application to carry out Tree Surgery Works to No. 1 Tree as shown within the South Somerset District Council (WINC 2) 1985 Tree Preservation Order. Decision: Application Permitted with Conditions https://ssdc.somerset.gov.uk/planningdocuments?ref_no=24/01858/TPO

24/01717/COL	KFC, Lawrence Hill, Wincanton, Somerset, BA9 8AB Application for a Lawful Development Certificate for the proposed Installation of four electrical upstands for recharging vehicles as per the GPDO Schedule 2, Part 2, Class E legislation. Decision: Application Permitted https://ssdc.somerset.gov.uk/planningdocuments?ref_no=24/01717/COL
24/01716/FUL	KFC, Lawrence Hill, Wincanton, Somerset, BA9 8AB Installation of one feeder pillar on unused land within the car park area of KFC in Wincanton Decision: Application Permitted with Conditions https://ssdc.somerset.gov.uk/planningdocuments?ref_no=24/01716/FUL

c) TO NOTE THE FOLLOWING NOTIFICATION OF APPEAL DECISION:

Appeal in respect of application decision reference: 23/02541/HOU

Planning inspectorate appeal reference - APP/R3325/D/24/3343016

Proposal: The erection of two storey side extension and replacement of lean-to conservatory to garden room

Location: Hill Brow Farm, Verrington Lane, Charlton Musgrove, Wincanton

Decision: Allowed Subject to Conditions

WTC096 FINANCE

- a) To receive quarterly income and expenditure report dated 30th September 2024 (Appendix 3a)
- b) To approve bank account reconciliations to 30th September 2024 and note previous reconciliations signed by Cllr P Rodgers
- c) To receive quarterly balance sheet dated 30th September 2024 (Appendix 3b)
- d) To receive and sign payments list dated 30th September 2024 for Current Account and Multi-pay Car (Appendix 3c and 3d)
- e) To receive quarterly virement report dated 30th September 2024 and approve recommendations as suggested (Appendix 3e)
- f) To consider quotes for new internal auditor (Appendix 3f)
- g) To note response from insurers regarding outstanding solicitor's invoice
- h) To note satisfactory completion of the Annual Governance and Accountability Return 2024/25 and note display of the Notice of Conclusion of Audit (Appendix 3g)
- i) To note suggestions for the 2025/2026 budget be submitted to the Deputy Clerk/RFO by the November 2024 meeting

WTC097 SOMERSET COUNCIL DEVOLVED SERVICES

To consider response from local businesses regarding usage of toilet facilities and resolve as to whether the Town Council takes on responsibility for the Memorial Car Park Toilets from April 2025 and note that a response has been requested from Somerset Council

WTC098 PERSONNEL POLICIES

To resolve to approve the following new Personnel policies:

- Annual Leave Policy (Appendix 4a)
- Anti-Bullying and Harassment Policy (Appendix 4b)
- Carers Leave Policy (Appendix 4c)
- Compassionate Leave Policy (Appendix 4d)
- Emergency Dependents Leave (Appendix 4e)
- Flexible Working Policy (Appendix 4f)
- Maternity Leave Policy (Appendix 4g)
- Paternity Leave Policy (Appendix 4h)
- Performance Improvement Policy (Appendix 4i)

WTC099 CRICKET CLUB

To consider the following regarding Wincanton Cricket Club:

- a) To resolve to renew leases for the Cricket Pavilion and Square
- b) To consider purchasing a defibrillator for Cale Park
- c) To consider request to put up temporary fencing during cricket season
- d) To consider request to gain access to the store between pavilion and garage
- e) To consider repairs to pavilion roof

WTC100 CHRISTMAS EVENTS UPDATE

To receive an update on the arrangements and budgets of the Christmas Events and consider involvement of the Chamber of Commerce

WTC101 REMEMBRANCE DAY

To receive information about the Remembrance Day Parade and Service

WTC102 80TH ANNIVERSARY OF VE & VJ DAY EVENTS

To resolve to approve a budget for events for the 80th Anniversary of VE and VJ Day in 2025

WTC103 COMMUNITY PLAN

To receive initial draft Community Plan report and resolve on any actions required (Appendix 5)

WTC104 COMMITTEE MEETINGS

- a) To note the date of the next Open Spaces Committee meeting as Monday 6th November
- b) To resolve on date of the next Personnel Committee meeting due to cancellation

WTC105 TRAINING, CONSULTATIONS, AND FORTHCOMING MEETINGS:

- (i) Correspondence: To consider email requesting a Boule Pitch at Cale Park
- (ii) Training: SALC
- (iii) Meetings: South East Somerset LCN Wednesday 23rd October

WTC106 TO CONSIDER AN EXCLUSION OF PRESS AND PUBLIC

That pursuant to the provision of the Public Bodies (Admission to Meetings) Act 1960, to consider a resolution to exclude the non-committee members, the press and public from the meeting for the following reason: To discuss confidential bad debts report (Appendix 6)

WTC107 CLOSE OF MEETING AND CONFIRM DATE OF NEXT TOWN COUNCIL MEETING:

To confirm the date of the next Full Town Council Meeting as **Monday 25th November 2024 at 7pm**. All items for inclusion on the agenda must be submitted to the Clerk by **9.00am Friday 15th November 2024**.