



Wincanton
Town Council



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**DRAFT MINUTES OF THE FULL TOWN COUNCIL MEETING HELD ON MONDAY 26TH
FEBRUARY AT 7:00PM IN THE COUNCIL CHAMBER, WINCANTON TOWN HALL**

MEMBERS PRESENT: Cllrs H Ellard (Chairman), K Hearne, T Howe, P McClarnon, D Old, J Packer, T Power, C Rodgers, P Rodgers, D Smith and C Wallis

PROPER OFFICERS IN ATTENDANCE: None

MEMBERS OF THE PUBLIC PRESENT: 0

MEMBERS OF THE LOCAL PRESS IN ATTENDANCE: 0

SOMERSET COUNCIL COUNCILLORS: Cllr T Power and Cllr L Trimnell

PUBLIC PARTICIPATION

Cllr C Rodgers spoke regarding a dangerous roundabout within the town.

1. APOLOGIES FOR ABSENCE:

Received from Cllrs S Wing, L Ralph, E Hix and the Town Clerk.

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 Power, agenda items 9 and 14, *Somerset Cllr*

3. TOWN COUNCIL MINUTES 22nd JANUARY 2024:

RESOLVED: It was proposed and agreed to approve the minutes as a true and accurate record of the meeting. Cllrs Power and Smith abstained from the vote. The Chairman duly signed the minutes.

4. CORNERSTONE HEALTHCARE

To receive information from Cornerstone Healthcare regarding the new Cale Park Care Home: Cllrs received a presentation from Cornerstone Healthcare regarding the new home in Cale Park. The presentation was followed with a question and answer session.

5. TO RECEIVE REPORTS FROM

(i) the Town Mayor: Cllr Ellard reported he had attended several meetings including a meeting regarding bins on the pavement at Church Street, an LCN Highways meeting, LCN main meeting and a meeting with Avonline regarding works within the town.

(ii) Somerset Councillors representing Wincanton on matters of interest to the town and the local community: Cllr Trimnell reported she was aware of ongoing issues at Angel Lane and had attended the LCN meeting virtually. Cllr Power stated he had attended Somerset Council's eight-hour budget meeting.

(iii) Town Clerk: Cllrs were referred to the report circulated prior to the meeting.

(iiii) local organisations, Town Councillor representatives, police and partners: Cllr Old reported she had attended a meeting with 1AAC regarding the Old Faithful 80th Commemoration.

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 queries raised.

7. PLANNING

7a) THE FOLLOWING PLANNING APPLICATIONS WERE CONSIDERED:

Application Number	Address and description
24/00107/HOU	West Hill House, West Hill, Wincanton Proposed infill extension, Proposed replacement windows and rooflights and additional rooflights, Proposed application of timber weatherboarding to existing walls https://ssdc.somerset.gov.uk/planningdocuments?ref_no=24/00107/HOU
RESOLVED: It was proposed and agreed to recommend approval of this application. Cllrs Power and Smith abstained.	
24/00108/LBC	West Hill House, West Hill, Wincanton, Somerset, BA9 9BZ Proposed infill extension, Proposed replacement windows and rooflights and additional rooflights, Proposed application of timber weatherboarding to existing walls. https://ssdc.somerset.gov.uk/planningdocuments?ref_no=24/00108/LBC
RESOLVED: It was proposed and agreed to recommend approval of this application. Cllrs Power and Smith abstained.	
23/02210/S73A	Churchfields House, Churchfield, Wincanton S73A Application to vary Condition 02 (electric supply) & remove Condition 06 (obscure glazing) relating to planning consent 22/01991/P3MA; Prior approval for proposed change of use from Commercial, Business & Service Class E to dwellinghouses Class C3 to create 15 residential dwelling units https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/02210/S73A
RESOLVED: It was proposed and agreed to recommend refusal of this application. Cllr Power abstained from the vote.	
23/03219/HOU	10 North Street, Wincanton, Somerset The reinstatement of an original window, the installation of 5 Conservation Rooflights and the replacement of the existing uPVC Conservatory.

	https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/03219/HOU
RESOLVED: It was proposed and agreed to recommend approval of this application. Cllr Power abstained from the vote.	
24/00288/HOU	Wassall House, Bayford Hill, Wincanton, Somerset, BA9 9LR Removal of the current additions at the rear and rear-west corner of the property, subsequent erection of two-storey extension across the rear width of the original house. https://ssdc.somerset.gov.uk/planningdocuments?ref_no=24/00288/HOU
RESOLVED: It was proposed and agreed to recommend approval of this application. Cllr Power abstained from the vote.	

7b) THE RECENT PLANNING DECISIONS WERE NOTED:

Application Number	Address and description
24/00129/NMA	Land North Of Verrington Lane, Charlton Musgrove, Wincanton, Somerset Non Material Amendment to approved application 20/02744/FUL to change the approved colour of the cedar lap board cladding (C06 grey-green) to colour C52 Pearl Grey Decision: Application Permitted https://ssdc.somerset.gov.uk/planningdocuments?ref_no=24/00129/NMA
23/03186/NMA	Land To The Rear Of The Dolphin Hotel, High Street, Wincanton, BA9 9JF Non Material Amendment in respect of planning approval 23/00600/S73; Relocation of pedestrian access gate. Decision: Application Permitted https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/03186/NMA
23/03110/DOC1	Churchfields, Wincanton, Somerset, BA9 9AG Discharge of Condition No. 5 (Motorcycle and Cycle Spaces) of Planning Application 22/01991/P3MA. Decision: Conditions Discharged https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/03110/DOC1
23/03092/PAPV	King Arthurs Secondary School, West Hill, Wincanton, Somerset, BA9 9BX Notification for prior approval for the installation of 67kw Solar PV (142 panels) on three roofs Decision: Application Refused

	https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/03092/PAPV
23/02901/LBC	Primrose Cottage, 7 Flingers Lane, Wincanton, Somerset, BA9 9LE Re-build lean-to Privy which was dismantled during lock-down having become unstable Decision: Application Permitted with Conditions https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/02901/LBC
23/00077/FUL	Unit 21 Bennetts Field Trading Estate, Wincanton, Somerset, BA9 9DT Proposed extension to warehouse building. Decision: Application Permitted with Conditions https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/00077/FUL
21/01899/HOU	Marsh Court Bungalow, Marsh Lane, Wincanton, Somerset, BA9 9QZ Erection of a timber single storey granny annexe for ancillary use to the main dwelling Decision: Application Withdrawn https://ssdc.somerset.gov.uk/planningdocuments?ref_no=21/01899/HOU

8. NEW STREET NAME CONSULTATION

To consider proposals for new street names for development off Lawrence Hill:
Cllrs considered street names.

RESOLVED: It was proposed and unanimously agreed to forward any street name ideas to the Clerk.

9. BRAINS FARM RENEWABLES PROJECT

To consider proposed (DRAFT) Vehicle Routing and Signage Plan for the Brains Farm Renewable Gas Project on Moor Ln:
Cllrs considered the draft proposal. No queries raised.

10. FINANCE

a) **To receive payments list dated 31st Jan 2024:** The payments list was received. No queries raised.

b) **To receive balance sheet dated 31st Jan 2024:** The balance sheet was received. No queries raised.

c) **To receive income and expenditure report dated 31st Jan 2024:** The income and expenditure report was received. No queries raised.

d) **To approve bank account reconciliation dated 31st Jan 2024:**

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

e) **To receive Virements Report and approve recommendations:**

RESOLVED: It was proposed and unanimously agreed to accept the report and approve the recommendations as presented.

f) **To consider quotes for fencing works at Cale Park and replacement garage door:** Quotes were considered by Cllrs.

RESOLVED: It was proposed and unanimously agreed to accept the

cheapest quotes for both projects as presented. It was further agreed that the fencing works take place in the new financial year.

Action: 260224/1: Works and Maintenance Supervisor

- g) To note successful grant application of £5,000 from the Police Community Trust to purchase a Speed Indicator Device and Chapter 8 Training: Receipt of the £5,000 grant was noted.
- h) To resolve to approve delegated authority to the RFO and Clerk to ratify upcoming utilities contracts:
RESOLVED: It was proposed and unanimously agreed to delegate authority to the RFO and Clerk to arrange upcoming utilities contracts.

11. LCN YOUTH CONTRACT

To receive update on the LCN Youth Contract and consider changes to proposal: Cllrs considered the amended proposal and noted that the employment of a full time youth worker had been unsuccessful.

RESOLVED: It was proposed and unanimously agreed that the Council were now in a position to approve the contract providing an appropriate member of staff is recruited. It was further agreed that the Council reconfirmed the Clerks authority to sign the contract.

Action: 260224/2: Clerk

12. COMMUNITY PLAN

To receive an update on the Community Plan and consider amendments to the Terms of Reference and Steering Group members:

RESOLVED: It was proposed and unanimously agreed that the Terms of Reference and Steering Group membership be amended as appropriate.

Action: 260224/3: Clerk

13. RIVER CALE CAFÉ LEASE

To review lease and rental amount:

Cllrs reviewed the lease and rental amount and considered speaking with the managing agent to see if a lower fee could be considered.

RESOLVED: It was proposed and unanimously agreed to leave the lease and rental amount as it is for the time being. It was further agreed to consult with the managing agent.

Action: 260224/4: Clerk

14. SOMERSET COUNCIL

To consider the following items of business relating to Somerset Council:

- **Closure of Dimmer Recycling Centre:** Cllrs considered the threat of the closure of Dimmer Recycling Centre.
- **Consider report regarding Potential Devolution of Somerset Council's Assets:** Cllrs considered the proposal and report circulated prior to the meeting.
RESOLVED: It was proposed and agreed to allow the Clerk, supported by the Chairman, to continue discussions with Somerset Council regarding disposal of assets. Outcome of discussions would be reported back to Full Council prior to any agreements being made.
- **Devolution of the Memorial Hall Toilets for £6964 per annum:**
Cllrs considered the proposal for taking on the maintenance costs of the Memorial Hall toilets from 1st April 2024. If the Council do not adopt the maintenance costs the toilets will close. It was felt that should any Business

Rates for coming years should be waived.

RESOLVED: It was proposed and agreed that the Council take on the maintenance costs for the toilets from 1st April 2024 to save them from closure. It was further agreed that negotiation should take place with Somerset Council regarding Business Rates.

Action: 260224/5 Clerk

15. POLICIES, PROCEDURES AND DOCUMENTS

To resolve to adopt or readopt the following policies and documents:

- Financial Regulations (Amended)
- Assets Policy (New)
- Preliminary Strategic Plan (New)

RESOLVED: It was proposed and unanimously agreed to adopt or readopt all policies and documents as presented.

16. BUS CHAMPION

To consider a Council representative to become a Bus Champion:

Cllrs noted that the number 58 bus had been saved for a further year.

RESOLVED: It was proposed and unanimously agreed that Cllr Power be the Bus Champion.

17. COMMUNITY PAYBACK

To resolve to allow the Community Payback scheme to undertake works at the cemetery: Cllrs considered the Community Payback scheme and Terms of Agreement.

RESOLVED: It was proposed and unanimously agreed to allow the Community Payback scheme to undertake works at the cemetery. The Clerk will duly sign the Terms of Agreement.

Action: 260224/6 Clerk

18. OPENS SPACES COMMITTEE MEETING

To confirm the date of the next Open Spaces Committee meeting:

It was agreed to defer this item to the next meeting.

19. TRAINING, CONSULTATIONS, AND FORTHCOMING MEETINGS:

(i) Correspondence: To consider request for more dog waste bins

It was agreed to defer this item to the Open Spaces Committee

To consider email Healthwatch Somerset regarding pharmaceutical services.

It was agreed the Town Council confirm they would support an application for a new pharmacy in the town.

(ii) Training: SALC

(iii) Meetings: None

20. 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 the press and public for the remainder of the meeting.

The Chairman provided an update on HR/Personnel matters on behalf of the Clerk confirming that the new Administration Officer was in post and the Clerk is undertaking appraisals.

RESOLVED: It was proposed and unanimously agreed to ratify the appointment of the Administration Officer and that all qualifying and eligible members of staff move up the appropriate salary scale point as from 1st April 2024.

21. **CLOSE OF MEETING AND CONFIRM DATE OF NEXT TOWN COUNCIL MEETING:** The date of the next Full Town Council Meeting was confirmed as **Monday 25th March at 7pm.** All items for inclusion on the agenda must be submitted to the Clerk by **9.00am Friday 15th March.**

The meeting closed at 8:32pm.