



Wincanton
Town Council



Town Hall
Market Place
Wincanton
Somerset
BA9 9LD

Tel: 01963 31693

Email: townclerk@wincantontowncouncil.gov.uk

**DRAFT MINUTES OF THE FULL TOWN COUNCIL MEETING HELD AT 7PM ON MONDAY
26TH JUNE 2023 IN THE COUNCIL CHAMBER, TOWN HALL, WINCANTON**

MEMBERS PRESENT: Cllrs H Ellard (Chairman), N Anderson, D Caines, T Child, K Hearne, E Hix, T Howe, P McLarnon, D Old and P Rodgers

MEMBERS OF THE PUBLIC PRESENT: 1

MEMBERS OF THE LOCAL PRESS IN ATTENDANCE: 0

SOMERSET COUNCIL COUNCILLORS: Cllr T Power

PROPER OFFICERS IN ATTENDANCE: Emma Curtis – Town Clerk

PUBLIC PARTICIPATION

There was one member of the public in attendance who asked questions relating to the Town Council's tree policy, highways concerns and the requirement for more bins within the town.

The meeting commenced at 7:10pm.

1. APOLOGIES FOR ABSENCE:

Received from Cllr Ralph, Cllr C Rodgers, Cllr Smith and Cllr Wing.

RESOLVED: It was proposed and unanimously agreed to accept the reasons for absence as presented.

2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS:

Received from Cllr Ellard, agenda item 7a, two planning applications relating to Churchfields – *neighbour and objector*.

3. TOWN COUNCIL MINUTES 22nd May 2023:

RESOLVED: It was proposed and agreed to adopt the minutes as a true and accurate record of the meeting. Cllr Child and Cllr Caines abstained as they were absent from the meeting. The Chairman duly signed the minutes.

4. TO RECEIVE REPORTS FROM:

(i) the Town Mayor: Cllr Ellard reported that since the last meeting he had attended a Lieutenancy Gathering in Bridgwater, Wincanton Regeneration meeting, conducted file searches with the Town Clerk, attended a meeting with Rutter and Rutter regarding preparing a Land Terrier, attended the Christmas Working Group meeting and met with representatives from The Balsam Centre to discuss Community Projects. Cllr Ellard stated he attended the last LCN meeting along with Cllr Howe and Cllr Hix and voiced concerns regarding an upcoming youth tender meeting and lack of invitation to the Town Clerk despite other Clerks attending. Cllr Ellard expressed his disquiet about

fears of railroading and lack of consultation within the LCN. Cllr Hix disagreed with Cllr Ellard and provided further information about the youth tender.

(ii) Somerset Councillors representing Wincanton on matters of interest to the town and the local community: Cllr Power referred members to the reported circulated earlier in the month and commented that Somerset Council was beginning to slow down over the summer period.

(iii) Town Clerk: The Town Clerk provided a verbal report on recruitment, solicitors meeting, planning meeting, Christmas events, Cllr vacancy, allotments, cemetery, event at Cale Park and requirement for a Clerk's office and refurbishment of the Council chamber.

(iiii) local organisations, Town Councillor representatives, police and partners: Cllr Howe reported he had attended the latest LCN meeting and provided feedback and concerns about lack of representatives from outside bodies. Cllr Hix provided feedback from the LCN and the purpose of parishes engaging together.

5. ACTION LIST

To note circulation of the Actions from Meeting list and discuss any matters arising: Circulation was noted, no matters arising.

6. OPEN SPACES COMMITTEE MINUTES

To receive the Open Spaces Committee minutes and resolve to approve recommendations and resolutions: Cllr Hix queried the revised allotment fees and Cllr Child highlighted some typos in the new Allotment Tenancy Agreement which were amended.

RESOLVED: It was proposed and unanimously agreed to approve recommendations and resolutions made by the Open Spaces Committee as shown in the minutes.

7. PLANNING

7a) THE FOLLOWING PLANNING APPLICATIONS WERE CONSIDERED:

Application Number	Address and description
22/03341/FUL Amended Plans	Land Rear of Council Offices, Churchfields, High Street, Wincanton, Somerset The erection of 4No. dwellings, alteration to parking layout and formation of new access https://ssdc.somerset.gov.uk/planningdocuments?ref_no=22/03341/FUL
<u>RESOLVED:</u> It was proposed and agreed to restate the Town Council's original submission and objections to this planning application and recommend refusal. Cllr Ellard and Cllr Hix abstained from the vote.	

23/01107/FUL	Council Offices, Churchfield, Wincanton, Somerset, BA9 9AG Erect close board fence to secure garden area for house approved under 22/01870/FUL https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/01107/FUL
RESOLVED: It was proposed and agreed to recommend approval of this application as there is no material consideration reasoning not to. Cllr Old abstained from the vote.	
23/01246/COL Notification Only	3 Saunters Close, Wincanton, Somerset, BA9 9QB Application for a Lawful Development Certificate for proposed single storey rear extension and associated works. https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/01246/COL

7b) THE FOLLOWING RECENT PLANNING DECISIONS WERE NOTED:

Application Number	Address and description
23/01094/DOC1	Council Offices, Churchfield, Wincanton, Somerset, BA9 9AG Discharge of Conditions No. 3 (Conservation Lights), No. 4 (Doors and Windows) and No. 11 (Cycle Parking) of Planning Application 22/01870/FUL Decision: Conditions Discharged https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/01094/DOC1
23/00979/FUL	Land And Buildings At Rodgrove House Farm, Moor Lane, Wincanton, Somerset Erection of roof over existing open cattle yard and general purpose agricultural storage building Decision: Application Permitted with Conditions https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/00979/FUL
23/00884/HOU	Starlings Castle, Verrington Lane, Wincanton, Somerset, BA9 8BN Erection of a timber frame garage with home office over Decision: Application Permitted with Conditions https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/00884/HOU

8. FINANCE

- a) To receive payments list dated 30th May 2023:** The payments list dated 30th May 2023 was noted and signed by the Chairman. No queries raised.
- b) To receive balance sheet dated 30th May 2023:** The balance sheet dated 30th May 2023 was noted. No queries raised.
- c) To receive income and expenditure report dated 30th May 2023:** The income and expenditure report dated 30th May 2023 was received and noted. No queries raised.

d) To approve bank account reconciliation dated 30th May 2023:

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

e) To receive Virements Report and approve recommended suggestions: The Virement Report was received.

RESOLVED: It was proposed and unanimously agreed to approve the recommendations in the report as suggested.

9. COMMUNITY PLAN

To receive an update on the formation of a Community Plan:

The Town Clerk reported that research had taken place into Community Plans and examples circulated to Cllrs. The Town Clerk stated that a meeting is scheduled with Smart Communities, part of the Community Council for Somerset to discuss assistance with a plan and possible funding and that Cllr Hix and Cllr Ellard were attending.

10. NEIGHBOURHOOD PLAN REVIEW

To receive an update on the Neighbourhood Plan Review:

The Town Clerk provided comprehensive information on the process, timescales and budgetary implications of conducting a Neighbourhood Plan Review along with possible government changes and the new Somerset Local Plan.

RESOLVED: It was proposed and unanimously agreed to postpone work on a Neighbourhood Plan Review for the time being.

11. LOADING BAY

To consider supporting proposal for the removal of a loading bay on the High Street: Cllrs considered a request from a resident wishing to convert a loading bay in the High Street back to a parking space.

RESOLVED: It was proposed and unanimously agreed to support the request to remove the loading bay and write to Somerset Highways.

Action: 260623/1 Town Clerk

12. CRICKET CLUB EVENT IN CALE PARK

To consider request to allow the Cricket Club to hold an event at Cale Park on Sunday 26th August: Cllr Ellard provided information about the proposed memorial event.

RESOLVED: It was proposed and unanimously agreed to allow the event to be held at Cale Park.

13. ROCKETBOX

To consider Phase 2 Brand Plan:

Cllr McClarnon provided information about the designs and considered the printing costs, Cllr Howe agreed with his judgement. Cllr Old queried who would own the copyright to any leaflets and it was agreed to ask for the artwork to be unlocked for future updating by the Town Council. The Town Clerk confirmed she was happy to put together information for the leaflets.

RESOLVED: It was proposed and unanimously agreed to proceed with the production of two leaflets outlined in Phase 2 but not to proceed with leaflet dispensers.

Action: 260623/2 Town Clerk

14. COMMUNITY OWNERSHIP FUND

To consider any community assets which may be eligible for the Community Ownership Fund: Cllrs considered pockets of land which may be eligible for the Community Ownership Fund. However, it was noted that timescales for the current

round of funding were tight. It was agreed to prepare information for the next round of funding.

15. TRAINING, CONSULTATIONS, AND FORTHCOMING MEETINGS:

- (i) **Correspondence:** None
- (ii) **Training:** SALC training was noted. Cllrs considered a quote for bespoke planning training, but it was agreed not to move forward with this at the current time.
- (iii) **Meetings:** None

16. CLOSE OF MEETING AND CONFIRM DATE OF NEXT TOWN COUNCIL MEETING:

The date of the next Full Town Council Meeting was confirmed as **Monday 24th July at 7pm**. All items for inclusion on the agenda must be submitted to the Clerk by **9.00am Friday 14th July**.

The meeting closed at 8:18pm