



Wincanton
Town Council



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

MEMBERS PRESENT: Cllrs H Ellard (Chairman), E Hix, T Howe, T Power, D Old, L Ralph, C Rodgers, P Rodgers and D Smith

PROPER OFFICERS IN ATTENDANCE: None

MEMBERS OF THE PUBLIC PRESENT: 0

MEMBERS OF THE LOCAL PRESS IN ATTENDANCE: 0

SOMERSET COUNCIL COUNCILLORS: Cllr Tom Power

PUBLIC PARTICIPATION

There were no members of the public in attendance.

The meeting commenced at 7:00pm

1. APOLOGIES FOR ABSENCE:

Received from Cllrs S Wing, K Hearne and P McClarnon. Also received from Town Clerk Emma Curtis and Somerset Cllr Lucy Trimnell>

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 item 6, *Somerset Council Cllr*

3. TOWN COUNCIL MINUTES 23rd OCTOBER 2023:

RESOLVED: It was proposed and agreed to approve the minutes as a true and accurate record of the meeting. Cllr Ralph abstained as absent from the meeting. The Chairman duly signed the minutes.

4. TO RECEIVE REPORTS FROM

(i) the Town Mayor: The Mayor reported he had assisted LCN staff locate a venue for the December LCN meeting, attended a meeting with Somerset Council regarding the Car Park Compensation Scheme, attended the Police and Crime Commissioners meeting with the Deputy Mayor, dealt with personnel issues with the Clerk and Chairman of the Personnel Committee along with conducting the Clerks appraisal, represented the Town Council over Remembrance Day weekend laying wreaths, met

with a Somerset Council representative regarding regeneration, attended a Properties Working Group, attended an LCN Youth proposal meeting, presented an award at King Arthurs Prize Giving with the Deputy Mayor and starred as Santa at the Christmas Lights Switch On.

(ii) Somerset Councillors representing Wincanton on matters of interest to the town and the local community: Cllr Power referred members to the report sent prior to the meeting but expanded on the issue of Somerset Council finances and the likelihood of a Section 114 being imposed.

(iii) Town Clerk: The Clerk had circulated a written report prior to the meeting.

(iii) local organisations, Town Councillor representatives, police and partners: Cllr Smith brought forward a motion of thanks to the Town Clerk and Works and Maintenance Supervisor for a successful Christmas event. This was seconded by Cllr Ellard and unanimously agreed by all Cllrs. Police representatives had provided their apologies for the meeting. No further reports were received.

5. ACTION LIST

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

6. PLANNING

6a) THE FOLLOWING PLANNING APPLICATION WAS CONSIDERED:

Application Number	Address and description
23/02567/FUL	The Firs, Bayford Hill, Wincanton, Somerset, BA9 9LS Demolition of Existing Garage and Rear Boundary Wall and Proposed Construction of a New Three Bedroom House with Two Bay Parking and a New Access with Three Bay Parking under Car Port for Existing Property. https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/02567/FUL
RESOLVED: It was proposed and agreed to recommend approval of this application. Cllr Power abstained from the vote.	

6b) THE RECENT PLANNING DECISIONS WERE NOTED:

Application Number	Address and description
22/02519/S73A	Solar Site At Sutor Farm, Moor Lane, Wincanton, Somerset Construction of a 9.3 hectare solar park with associated works. S73A application to amend condition 2 of approval 14/05472/FUL (as varied by 16/03675/S73A) to remove the time limiting element for the solar site of 30 years from the approval date and to allow the permitted solar installation to continue until 10th November 2071 Decision: Application Permitted with Conditions https://ssdc.somerset.gov.uk/planningdocuments?ref_no=22/02519/S73A

23/02814/EIASS	Solar Site At Sutor Farm, Moor Lane, Wincanton, Somerset Screening Opinion (Regulation 6) for the proposed retention of the 9.3 hectares solar park with associated works at Sutor Farm, to allow the permitted solar installation to continue until 10th November 2071 Decision: EIA not required https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/02814/EIASS
23/02486/FUL	Verrington Hospital, Dancing Lane, Wincanton, Somerset, BA9 9DQ Proposed removal of switch room, generator, oil tank and storage container and erection/siting of replacement single storey switch room, oil tank and generator on south side of access road in addition to the installation of palisade fence. Decision: Application Permitted with Conditions https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/02486/FUL

7. NEW STREET NAME CONSULTATION

To consider proposals for new street name at Land off Dancing Lane:

Cllrs considered numerous suggestions for names including crew who lost their lives on Old Faithful but it was felt this would be best suited to a bigger development. Puffy Bowden was suggested as a name.

8. FINANCE

a) To receive payments list dated 31st October 2023: The payments list was received and noted. No queries raised. The Chairman signed the list.

b) To receive balance sheet dated 31st October 2023: The balance sheet was received and noted. No queries raised.

c) To receive income and expenditure report dated 31st October 2023: The income and expenditure report was received and noted. No queries raised.

d) To approve bank account reconciliation dated 31st October 2023:

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

e) To receive Virements Report and approve recommendations: No report.

f) To note donations of £100 from Wincanton United Charities towards and £150 from Wincanton Coop for the Over 70's Christmas Lunch: Cllrs noted the donations with thanks and requested letters of thanks be sent on behalf of the Council.

g) To resolve to approve continued membership of SALC and NALC and approve affiliation fees of £1,197.06:

RESOLVED: It was proposed and unanimously agreed to approve the membership and affiliation fees.

h) To note agreement of the Local Government Pay Award and staff backpay dated to 1st April 2023: Cllrs noted the Local Government Pay Award and that staff had received the backpay in their November salary.

i) To consider quotation for Yew Tree works in Wincanton Cemetery:

RESOLVED: It was proposed and unanimously agreed to proceed with the Yew Tree works for £1,400.

9. **SOMERSET COUNCIL ASSET AND SERVICE DEVOLUTION**
To note letter received from the Leader of Somerset Council, consider asset and service devolution in Wincanton and agree response to Somerset Council: Cllrs agreed that the Council remained interested in asset and service devolution and were open to negotiations. It was agreed to wait for answers to questions already asked of Somerset Council prior to committing further. The Clerk would respond to the letter appropriately.
RESOLVED: It was proposed and agreed to confirm with Somerset Council that the Town Council remains interested and is open to negotiations. Cllr Power abstained.
Action: 271123/1 Town Clerk
10. **CAR PARK COMPENSATION SCHEME**
To receive an update following meeting with Somerset Council: Cllr Ellard and Cllr Old provided an update following the meeting. It was noted that an amended contract was yet to be received from Somerset Council. Cllrs considered the need to review parking at the Memorial Hall Car Park and payment processes including ANPR or payment for long term parking.
11. **BLEED KITS**
To consider purchase of Bleed Kits for Wincanton and if resolved, location of kits: Cllrs considered the requirement for Bleed Kits in the town.
RESOLVED: It was proposed and unanimously agreed to purchase two Bleed Kits for the town. One to be located at Cale Park and one to be in the centre of town.
Action: 271123/2 Town Clerk and RFO
12. **CLOSURE OF BOOTS THE CHEMIST**
To consider writing letter of objection to Boots Head Office: Cllrs considered the closure of Boots the Chemist and the negative impact it would have on the town.
RESOLVED: It was proposed and unanimously agreed to write to Boots Head Office, local MP and Blackmore Vale magazine opposing the closure of the store.
Action: 271123/3 Town Clerk
13. **COMMITTEE MEETING MINUTES**
To note circulation of the Personnel and Open Spaces Committee meeting minutes and resolve to approve recommendations and resolutions made: Cllrs noted circulation of the minutes and noted the offer and acceptance of full-time employment of the Town Clerk from January 2024.
RESOLVED: It was proposed and unanimously agreed to approve recommendations and resolutions made within the Personnel and Open Spaces Committees including commencement of full-time employment of the Town Clerk.
14. **POLICY AND PROCEDURE**
To resolve to approve and adopt the following new, updated or amended policies and procedures:
- Updated Personnel Committee Terms of Reference
 - New Recreation Ground Rules and Regulations
 - New Recreation Ground Booking Form
 - New Biodiversity Policy
- RESOLVED:** It was proposed and unanimously agreed to adopt all documents as presented.

15. **LOCAL COMMUNITY NETWORK (LCN)**
To elect Cllr to act as youth governance representative and consider replacement footpaths representative:
RESOLVED: It was proposed and unanimously agreed to defer both items.
16. **TRAINING, CONSULTATIONS, AND FORTHCOMING MEETINGS:**
(i) **Correspondence:** Email regarding refuse collection in Wincanton – It was agreed to write to Environmental Health and the Landlords of the properties
Email from SALC Chairman
(ii) **Training:** SALC
(iii) **Meetings:** LCN Meeting 6th Dec 2023 7pm Wincanton Sports Ground
SALC AGM Saturday 2nd Dec 10am – 3pm Somerton
17. **CLOSE OF MEETING AND CONFIRM DATE OF NEXT TOWN COUNCIL MEETING:** The date of the next Full Town Council Meeting was confirmed as **Monday 18th December 2023 at 7pm.** All items for inclusion on the agenda must be submitted to the Clerk by **9.00am Friday 8th December.**

The meeting closed at 8:17pm