



Wincanton
Town Council



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**DRAFT MINUTES OF THE FULL TOWN COUNCIL MEETING HELD ON MONDAY 21st
October 2024 AT 7:00PM IN THE COUNCIL CHAMBER, WINCANTON TOWN HALL**

PRESENT: Cllrs H Ellard (Chairman), K Hearne, E Hix, T Power, D Old, D Smith, C Rodgers, C Wallis, J Packer & S Wing

MEMBERS OF THE PUBLIC PRESENT: 1

MEMBERS OF THE LOCAL PRESS IN ATTENDANCE: 0

SOMERSET COUNCIL COUNCILLORS: Cllr T Power

PUBLIC PARTICIPATION

Town Council wanted to express congratulations on Tracy's (Deputy Town Clerk/RFO) engagement.

Cllr Ellard read a statement that he is the Lib Dem Candidate in the Blackmoor Vale By-election on the 21st of November 2024.

Cllr Rodger's expressed that South West Coaches is struggling to get through on Station Road due to cars being parked for the school pick up and it's causing issues and concerns regarding emergency services etc.

WTC090 APOLOGIES FOR ABSENCE

Received from, Cllrs T Howe, P Rodgers and A Waistell
Cllr N Anderson, absent

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

WTC091 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

Received from Cllr T Power agenda item WTC095, Somerset Council Cllr, *Member of Planning Committee*, Cllr Hearne agenda item WTC106 Confidential session and Cllr Rodgers agenda item WTC099 Cricket Club

WTC092 TOWN COUNCIL MINUTES 16th September 2024

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

There were three abstentions from Councillors not present at the September meeting.

WTC093 TO RECEIVE REPORTS FROM:

- (i) the Town Mayor: no report received
- (ii) Somerset Councillors representing Wincanton on matters of interest to the town and the local community: Cllr Power referred members to the report circulated, there were no questions asked
- (iii) Town Clerk: no report but the clerk wanted to thank all staff and helpers for their hard work. The Clerk and Mayor also wanted to thank Amy (Admin Assistant) and Steve (Works and Maintenance Supervisor) for their hard work in relation to the community awards event.
- (iii) Youth Connect South West (YCSW): An update was given by Penny Newkins from Youth Connect South West regarding engagement with young people and how they are getting on with groups of young people. They are finding it hard due to the weather so need to find somewhere warm, possibly the Balsam Centre. Cllr Hix asked a question on the registration. There is potential to use the facilities of the Cricket Club, but priorities were on finances. Cllr Old suggested the Council chamber as the warm facility, for free. Cllr Rodger's asked the day and time as it was used on a Tuesday. Officers to check the insurance for the use of the council chamber for YCSW.
- (iiii) local organisations, Town Councillor representatives, and partners: Cllr Old met with the CO of the Army Air Corp regarding the Remembrance parade.

WTC094 ACTION LIST

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

Cllr Hix requested an update in the Clerks report for the next meeting, if possible, regarding the item - removal of the plinth and flagpole installation
Cllrs noted circulation of the Actions from Meeting list.

WTC095 PLANNING

a) THE FOLLOWING PLANNING APPLICATIONS WERE CONSIDERED:

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
RESOLVED: Noted	

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
RESOLVED: Noted	
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
RESOLVED: Noted	
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
RESOLVED: It was proposed and agreed to recommend approval of this application. Cllr Power abstained.	

b) THE FOLLOWING RECENT PLANNING DECISIONS WERE NOTED:

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 (Construction 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) THE FOLLOWING ADVICE OF APPEAL RECEIPT WAS NOTED:

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):**
The report was noted.
- b) **To approve bank account reconciliations to 30th September 2024 and note previous reconciliations signed by Cllr P Rodgers:**
the reconciliations were approved.
- c) **To receive quarterly balance sheet dated 30th September 2024 (Appendix 3b)**
The report was noted.

- d) **To receive and sign payments list dated 30th September 2024 for Current Account and Multi-pay Car (Appendix 3c and 3d):**
Cllrs received the payments list dated 30th September 2024. The document was signed by the Chairman with no questions asked.
- e) **To receive quarterly virement report dated 30th September 2024 and approve recommendations as suggested (Appendix 3e)**
Resolved: to approve the recommended virements
- f) **To consider quotes for new internal auditor (Appendix 3f)**
Resolved – to defer to the next meeting.
- g) **To note response from insurers regarding outstanding solicitor's invoice:**
Resolved: The response was noted, with the invoice to be paid and to consider a claim through insurers,
- 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)**
The report was noted with congratulations to Tracy (Deputy Town Clerk/RFO)
- i) **To note suggestions for the 2025/2026 budget be submitted to the Deputy Clerk/RFO by the November 2024 meeting - noted**

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

It was noted that the Memorial Hall and Balsam Centre have refused to accept people using their toilet facilities and the Dolphin Hotel have not replied. The Clerk has suggested we should not take on the running of them.

Resolved: Not to take on the toilets but review in 6 months and to still try the routes with the Dolphin and anywhere else in the town. Cllr Power Abstained

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)

Resolved: to approve the policies

WTC099 CRICKET CLUB

To consider the following regarding Wincanton Cricket Club:

- a) To resolve to renew leases for the Cricket Pavilion and Square

Resolved: to approve the renewal of the leases but to ask the Clerk to check whether these should be reviewed by an external Solicitor.

Cllr Rodgers abstained.

b) To consider purchasing a defibrillator for Cale Park

Resolved: for costs to be sought and bought back to Council for consideration

c) To consider request to put up temporary fencing during cricket season

Resolved: for the Clerk to investigate. It was noted that it is intended that the fences can be removed between games.

d) To consider request to gain access to the store between pavilion and garage

Resolved: to give staff the authority to deal with the request

e) To consider repairs to pavilion roof

Resolved: For quotes to be sought

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.

The Mayor gave an update from the Clerk. The budget is slightly over budget due to lighting and the road closure. Cllr Old proposed not to pay Radio 9 Springs to come to the event. Cllr Hearn requested that the shops on the High Street be encouraged to decorate.

The Over 70's event is all in hand.

WTC101 REMEMBRANCE DAY

To receive information about the Remembrance Day Parade and Service

It was suggested to ask Cllr Waistell about the Standard

Cllr Ellard is Laying the wreath.

Cllr Power is doing the first reading.

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

Resolved: to defer to the next meeting

WTC103 COMMUNITY PLAN

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

Resolved: to submit comments to the Clerk

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.

Resolved: that the Personnel Committee meeting be held on 11th November 2024

WTC105 TRAINING, CONSULTATIONS, AND FORTHCOMING MEETINGS:

(i) Correspondence: To consider email requesting a Boule Pitch at Cale Park

There was a request for this to be referred to the Open Spaces Committee

(ii) Training: SALC

Noted

(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)

Resolved: to exclude the Press and Public and enter confidential session

Resolved: to write off the bad debt.

Cllrs Old and Hearne abstained.

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**.

The meeting closed at 8:35 pm