



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 ON MONDAY
24TH FEBRUARY 2025 AT 7:00PM IN THE COUNCIL CHAMBER, WINCANTON TOWN HALL**

PRESENT: H Ellard (Chairman), N Anderson, T Power, D Old, P Rodgers, D Smith, A Waistell, C Wallis & S Wing

PROPER OFFICER IN ATTENDANCE: Tracy Lamb: Deputy Clerk/RFO

MEMBERS OF THE PUBLIC PRESENT: 6

MEMBERS OF THE LOCAL PRESS IN ATTENDANCE: 0

SOMERSET COUNCIL COUNCILLORS: Cllr T Power

PUBLIC PARTICIPATION

Mrs Lydia Dunne of Whiteacre Planning spoke regarding planning application 25/00100/OUT to confirm that ecological surveys, including bat and reptile surveys have been carried out. A member of the public spoke about their concern regarding vehicles needing a turning point within the development as without it there is a risk of vehicles having to reverse back into the road. Another member of the public spoke regarding the same concern, especially once the properties are occupied and delivery drivers are not able to turn and will have to reverse out into the road. Mrs Dunne confirmed that although there will be 6 metres turning space there may not be an actual turning circle and that consideration has not yet been given with regards to constructions traffic implications or concerns regarding parking.

WTC150 APOLOGIES FOR ABSENCE

Received from Cllrs Tom Howe and Jarno Packer

RESOLVED: The apologies were noted

Cllrs K Hearne and C Rogers were absent

WTC151 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).

Received from Cllr Power, agenda item WTC156, *Member of Somerset Council Planning Committee and WTC164 as a member of the Silver Band*. Received from Cllr Waistell, agenda item WTC156, *Vested interest in planning application 24/03020/P3GPA*

WTC152 TOWN COUNCIL MINUTES 20th JANUARY 2025

To receive the minutes of the previous meeting of Full Council on Monday 20th January 2025 as a correct record and signed by the Town Mayor (Local Government Act 1972 Sch 12) (Appendix 1)

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.

It was resolved to change the order of the meeting in order to allow members of the public present to leave after the items if they so wished.

WTC164 WINCANTON SILVER BAND

To consider request from Wincanton Silver Band for usage of the Town Hall for rehearsals
Standing orders were suspended to allow two members of the Silver Band to speak and answer questions during this agenda item

The members of the public explained their need for a space for rehearsals but also a need for storage space for the percussion instruments. While Councillors were happy to support the request for rehearsals there was not appropriate space to accommodate the storage. Members suggested a number of other possible venues including the upstairs of the Council's property at Cale Park used as a café, subject to any conditions in the lease re sub-letting.

WTC156 PLANNING

a) TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS:

Application Number	Address and description
25/00100/OUT	Land Rear Of 7 High Street, Wincanton, Somerset Outline application with some matters reserved except for access, for the erection of 6 dwellings https://ssdc.somerset.gov.uk/planningdocuments?ref_no=25/00100/OUT Resolution: To recommend refusal of the application until access issues, including a turning circle, have been properly investigated due to concerns regarding the risk of vehicles having to reverse back into the main road and due to lack of consideration regarding construction traffic during the building process.
25/00039/ADV	The Radstock Co- Operative Society, Dykes Way, Wincanton Business Park Display of 1 no. internally illuminated totem sign, 2 no. externally illuminated fascia signs and vinyl signage to the windows. https://ssdc.somerset.gov.uk/planningdocuments?ref_no=25/00039/ADV Resolution: to recommend approval subject to the signs being turned off during the night
NOTIFICATION	Pine House, High Street, Wincanton, BA9 9JF

	Notification of an application for the grant of a premises licence in Wincanton Noted
--	--

b) TO NOTE RECENT PLANNING DECISIONS:

Application Number	Address and description
24/03020/P3GPA	Pine House, High Street, Wincanton, Somerset, BA9 9JF Prior approval for proposed Change of use from Commercial, Business and Service use (Class E) to mixed use including up to two flats (Class C3); Ground floor change of use to a Beer and Bottle Craft Bar and the use of First Floor Storage Area into a No. 3 Bed Flat. Decision: Application Refused https://ssdc.somerset.gov.uk/planningdocuments?ref_no=24/03020/P3GPA Noted

WTC153 LCN YOUTH CONTRACT

To note receipt of quarterly report and receive information following meeting with Youth Connect South West (Appendix 2)

Standing orders were suspended during this agenda item to allow a representative from the LCN to speak and answer questions. A Sexual health click and collect service is in place with the Balsam centre as a drop off point.

The Youth Group no longer wish to accept the offer of the use of the Council's Town Hall as an indoor warm space due to the risk of damage to Council property. There is difficulty in registering individuals when only using outdoor spaces so indoor space is still being sought. The Balsam Centre are keen to support the group. Councillors suggested Wincanton Sports Ground, which has both indoor and outdoor space, and also the Councils building at Cale Park Above the Café, subject to conditions of the current occupiers lease etc.

Councillors asked for a comparison of numbers who attend Youth groups outside of Wincanton.

WTC154 TO RECEIVE REPORTS FROM:

(i) the Town Mayor. The Mayor spoke about attending the Youth Connect meeting, the VE/VJ working group and the Clerks meeting. The Mayor had also hosted and attended the LCN Local Plan Mini-Workshop and had signed the Cricket Club leases.

(ii) Town Clerk. No report

(iii) Somerset Councillors representing Wincanton on matters of interest to the town and the local community. Cllr Power spoke as a Somerset Councillor to advise that Somerset are considering increases to car parking charges. Cllr Power also advised that One Planet are looking for a non-councillor bus champion

(iii) local organisations, Town Councillor representatives, and partners. None

WTC155 ACTION LIST

To note circulation of the Actions from Meeting list and discuss any matters arising (Appendix 3)

The Action list was noted

WTC157 FINANCE

- a) To receive and sign the payments list dated 31st January 2025 for Unity Bank Current Account and Multipay Card Account (Appendix 4a and 4b)
The payments list was received and signed by the Chairman. No queries raised.
- b) To consider quotes for MUGA repairs and maintenance and resolve to approve favoured quote (Appendix 4c)
Resolved – To approve the repairs and maintenance by the company who can complete all the works as required. With costs to come from the £6,000 Muga EMR with the remainder from general reserves
- c) To resolve upon Somerset Council's bin and dog waste collection quotation for the 2025/26 year (Appendix 4d)
Resolved – to approve Somerset Council, via Viridor, as the waste collection providers at a cost of £150 per week with effect from 1st April 2025
- d) To note Information Commissioners Office (ICO) renewal confirmation
Noted the £35 renewal
- e) To consider grant application for Wincanton History Day (Appendix 4e)
Resolved – Not to consider the grant until proof of costs for the application and the previous grant funds monitoring form and associated documents are received.
- f) To appoint a non-banking signatory to sign and verify bank reconciliations for all accounts
Resolved – To appoint Cllr Phil Rodgers to sign and verify bank reconciliations.
- g) To note receipt of the Internal Auditor Report
Resolved – to note the report

WTC158 MEETING DATES 2025/2026

To resolve to approve the meeting dates and times for the 2025/2026 year as presented for Full Council and Committee meetings (Appendix 5)

The Deputy Town Clerk/RFO advised members that if the meeting dates are changed to the first week of the month, finance reports, including year end, would need to be supplied to Council a month later than previously, every month, to allow time for month end to be completed.

Resolved: to approve the schedule of meeting dates for 2025 2026

WTC159 COUNCIL EVENTS 2025

- a) To resolve to approve Easter Egg hunt the same as 2024
Resolved: to approve the Easter Egg hunt the same as 2024
- b) To resolve to approve dates for Christmas Light Switch On and Over 70's Lunch
Resolved: to approve 28th November 2025 for the Christmas Light Switch on and 06th December 2025 for the Over 70's lunch.

- c) To receive an update from the VE & VJ Day Working Group and resolve to approve dates, plans and budget increase

Resolved: To approve the purchase of a Beacon at a cost of £3,000 with £2,000 to come from the VE/VJ day budget and £1,000 to be vired from the Events budget and to consult with neighbours in the area.

WTC160 COMMITTEE MEETINGS

To note the draft minutes of the Open Spaces Committee meeting and resolve to approve all resolutions and recommendations (Appendix 6)

The minutes were notes and it was Resolved to approve all resolutions and recommendations.

WTC161 TOWN HALL LOCK

To resolve to approve change of lock for the Town Hall main door

Resolved: to approve the change of the lock for the Town Hall main door.

WTC162 NEWSLETTER

To consider delivering a printed version of the Town Councils monthly newsletter

Resolved – Not to deliver a printed version of the Town Council’s monthly newsletter due to potential costs and the associated carbon footprint.

WTC163 ALLOTMENT LEASE WITH WINCANTON RECREATIONAL TRUST

To receive and update and consider and resolve upon any amendments required to the lease (Appendix 7)

Resolved: to defer this agenda item to the next Full Town Council meeting.

WTC165 WAR MEMORIALS

To consider motion for small repairs and options to keep wreaths in place (Cllr Old)

Resolved: to defer this agenda item to the next Full Town Council meeting.

WTC166 PLINTH REPLACEMENT AT MARKET PLACE

To consider and resolve upon options for replacement of the plinth at the Market Place

Resolved: to defer this agenda item to the next Full Town Council meeting.

WTC167 TRAINING, CONSULTATIONS, AND FORTHCOMING MEETINGS:

- (i) **Correspondence:** To consider LCN survey response - deferred
To consider email request for a pop-up bakery

Resolved: to approve the request for a pop-up bakery

- (ii) **Training:** SALC - None
- (iii) **Meetings:** None

WTC168 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: Confidential HR Matters

Resolved : to exclude the non-committee members, the press and public from the meeting for the following reason: Confidential HR Matters

The Mayor updated council on the Clerk's absence.

The Deputy Town Clerk/RFO advised that she had authorised the order of a rising desk for a member of the team.

Members were advised that there were concerns about lone working with some examples of incidents given. It was agreed that a ring doorbell should be and for options for a new office door with a sliding partition at the top to be investigated to allow for security and safeguarding of staff

WTC169 CLOSE OF MEETING AND CONFIRM DATE OF NEXT TOWN COUNCIL MEETING:

To confirm the date of the next Full Town Council Meeting as **Monday 24th March 2025 at 7pm.** All items for inclusion on the agenda must be submitted to the Clerk by **9.00am Friday 14th March 2025.**

The meeting closed at 20.30 pm