



Wincanton
Town Council



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**DRAFT MINUTES OF THE FULL TOWN COUNCIL MEETING HELD AT 7PM ON
MONDAY 21ST AUGUST 2023 IN THE COUNCIL CHAMBER, TOWN HALL, WINCANTON**

MEMBERS PRESENT: Cllrs H Ellard (Chairman), N Anderson, E Hix, L Ralph, D Smith, C Rodgers and P Rodgers

MEMBERS OF THE PUBLIC PRESENT: 2

MEMBERS OF THE LOCAL PRESS IN ATTENDANCE: 0

SOMERSET COUNCIL COUNCILLORS: Cllr T Power

PROPER OFFICERS IN ATTENDANCE: None

PUBLIC PARTICIPATION

There were 4 members of the public in attendance. Comments were raised regarding car parking and verges requiring attention in Carrington Way and Churchfields car park.

1. APOLOGIES FOR ABSENCE:

Received from Cllrs D Old, D Caines, P McClarnon, T Child, K Hearne and S Wing. It was noted that Cllr D Smith would arrive late.

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

2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS:

None received.

3. TOWN COUNCIL MINUTES 24th JULY 2023

RESOLVED: It was proposed and unanimously agreed to approve the minutes as a true and accurate record of the meeting.

Cllr D Smith joined the meeting at 7:11pm

4. CO-OPTION OF COUNCILLOR

To consider applications received and resolve to co-opt one new Cllr:

Prior to consideration one applicant withdrew their application for co-option.

RESOLVED: It was proposed and unanimously agreed to co-opt Tom Power as a new Wincanton Town Council. Cllr Power will join the next meeting following signing of the Declaration of Acceptance of Office and completion of Register of Interests.

5. TO RECEIVE REPORTS FROM

(i) the Town Mayor: The Mayor reported he had attended a meeting with the Police to discuss possible CCTV at the Recreation Ground and with a contractor regarding the Christmas Event. Both meetings were with the Town Clerk and Works and Maintenance Supervisor.

(ii) Somerset Councillors representing Wincanton on matters of interest to the town and the local community: Cllr Power provided a verbal report on Somerset Council.

(iii) Town Clerk: None received

(iiii) local organisations, Town Councillor representatives, police and partners: Cllr C Rodgers mentioned a memorial event taking place at the Cricket Club on Sunday 27th August.

6. ACTION LIST

To note circulation of the Actions from Meeting list and discuss any matters arising: Noted. No comments made.

7. FINANCE

a) To receive payments list dated 31st July 2023:

The payments list dated 31st July 2023 was received and noted. No queries raised.

b) To receive balance sheet dated 31st July 2023:

The balance sheet dated 31st July 2023 was received and noted. No queries raised.

c) To receive income and expenditure report dated 31st July 2023:

The income and expenditure report dated 31st July 2023 was received and noted. No queries raised.

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

It was proposed and unanimously agreed to approve the bank account reconciliation as presented.

e) To receive Virements Report and approve recommendations:

It was proposed and unanimously agreed to approve the recommended suggestions.

f) To consider quote to purchase RIALTAS Asset Inventory Software:

Deferred to next meeting.

g) To consider quote to upgrade Cemetery Management Software:

Deferred to next meeting.

8. PLANNING

8a) THE FOLLOWING PLANNING APPLICATION WAS CONSIDERED:

Application Number	Address and description
23/01744/HOU	Iona, Flingers Lane, Wincanton, Somerset, BA9 9LE Erection of a two-storey extension to rear of dwelling https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/01744/HOU
RESOLVED: It was proposed and agreed to recommend this application for approval.	

8b) THE FOLLOWING PLANNING DECISIONS WERE NOTED:

Application Number	Address and description
23/01405/NMA	Land Adjoining Verrington Hospital, Dancing Lane, Wincanton, Somerset BA9 9DB Non-Material Amendment to approved application 18/03414/REM to decrease floor area of plots 3,4,5,12,15 and 24. Decision: Application Permitted https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/01405/NMA
23/01246/COL	3 Saunters Close, Wincanton, Somerset, BA9 9QB Application for a Lawful Development Certificate for proposed single storey rear extension and associated works. Decision: Application Permitted https://publicaccess.southsomerset.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RUEGN9OWKOY00
23/01176/S73	Land At Long Close, Commercial Area, Lawrence Hill, Wincanton, Somerset, BA9 8AB S73 application to vary conditions 2, 12 and 13 attached to planning permission ref 21/01521/FUL for a drive-thru cafe, commercial building (Class E & F), car parking and ancillary works (amendments include relocation of access, realignment of drive-through road and paths, re-siting of drive-through building, alterations to size and siting of commercial building, and re-arrangement and re-location of parking and cycle spaces). Decision: Application Permitted with Conditions https://publicaccess.southsomerset.gov.uk/online-applications/applicationDetails.do?keyVal=RU1I9WOWKKY00&activeTab=summary
23/01364/FUL	Higher Marsh Farm, Marsh Lane, Wincanton, Somerset, BA9 9QZ Proposed new Apex building for the rearing of young cattle. Decision: Application Permitted with Conditions https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/01364/FUL
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 Decision: Application Permitted with Conditions https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/01107/FUL

22/03296/REM	Land At Lawrence Hill, Wincanton, Somerset, BA9 9RT Reserved matters (appearance, landscaping, layout, scale and secondary access from Crocker Way) for 80 no. residential dwellings (Use Class C3). Decision: Application Permitted with Conditions https://ssdc.somerset.gov.uk/planningdocuments?ref_no=22/03296/REM
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8c) THE FOLLOWING TREE SURGERY WORKS WERE NOTED:

Application Number	Address and description
23/02031/TCA	2 Bath Terrace, Old Hill, Wincanton, Somerset, BA9 8BL Notification of intent to carry out Tree Surgery Works to No. 2 Trees within a Conservation Area. https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/02031/TCA

9. SCHEDULE OF MEETINGS DATES

To resolve to approve the Schedule of Meeting Dates for the 2024-2025 municipal year:

RESOLVED: It was proposed and unanimously agreed to approve the meeting dates as presented.

Action: 210823/1 Town Clerk

10. CHRISTMAS EVENTS

To receive an update on planning of Christmas Events:

Cllr Ellard provided an update on progress of Christmas Events and Cllrs considered a quote from a contractor for the event management.

RESOLVED: It was proposed and unanimously agreed to accept the quotation received for event management and proceed with arrangements for the Christmas Light Switch on and Market.

Action: 210823/2 Town Clerk

11. COUNCIL CHAMBER REFURBISHMENT

To resolve to proceed with producing a specification for the refurbishment of the Council Chamber and gain quotations: Cllrs discussed the proposal and requirement for refurbishment of the Chamber. Future usage of the Chamber was considered, and it was agreed to form a working group to discuss further.

RESOLVED: It was proposed and unanimously agreed to proceed with a specification and quotations for refurbishment of the Council Chamber and to form a working group.

Action: 210823/3 Town Clerk

12. WINCANTON CHAMBER OF COMMERCE MAP AND ROCKETBOX PROJECT

To receive an update on the production of the Wincanton Map and consider using Rocketbox to complete the project: Cllr Ellard provided information on the lack of progress made with the map and feedback from meetings with Wincanton Chamber and Rocketbox. It was proposed that the map project be extracted from the Chamber of Commerce, claim back the unspent grant and use the remaining

Rocketbox funding to complete the project.

RESOLVED: It was proposed and unanimously agreed to extract the project from the Chamber of Commerce, claim back the unspent grant and use the remaining Rocketbox funding to complete the map project.

Action: 210823/4 Town Clerk

13. PLAY AREA INSPECTION REPORTS

To note receipt and conclusion of the Annual Play Area Inspection Reports and note remedial action taken and expenditure incurred: Circulation of the reports was noted along with expenditure incurred for maintenance of high risk items.

14. TRAINING, CONSULTATIONS, AND FORTHCOMING MEETINGS:

(i) Correspondence: Email from South Somerset Community Accessible

Transport: Suggestions were made for the relocation of CAT Bus Parking and these were noted by Cllr Anderson who is Managing Trustee for the organisation.

Email re The National School: Cllrs noted that the correspondent was neither the landowner nor applicant for planning permission so the Town Council have no means to engage with the correspondent at this time. It was suggested the correspondence be passed to the landowner with the correspondent's consent.

Email re Wincanton Car Parking Problems: Item discussed under public question time.

(ii) Training: SALC Courses for Cllrs and Staff

(iii) Meetings: None

15. 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 unanimously agreed to exclude the public and press from the remainder of the meeting.

a) To receive an update on the recruitment of an Administration Officer

Cllr Ellard provided a verbal update on the recruitment of an Administration Officer.

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

MEETING: It was proposed and unanimously agreed to change the date of the next meeting. The date of the next Full Town Council Meeting was confirmed as **Monday 2nd October at 7pm**. All items for inclusion on the agenda must be submitted to the Clerk by **9.00am Friday 22nd September**.