



Wincanton
Town Council



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**DRAFT MINUTES OF THE FULL TOWN COUNCIL MEETING HELD ON MONDAY 24TH
JUNE 2024 AT 7:00PM IN THE COUNCIL CHAMBER, WINCANTON TOWN HALL**

MEMBERS PRESENT: Cllrs H Ellard (Chairman), N Anderson, K Hearne, T Howe, J Packer, D Old, C Rodgers, P Rodgers, D Smith & C Wallis

PROPER OFFICERS IN ATTENDANCE: Emma Curtis – Town Clerk

MEMBERS OF THE PUBLIC PRESENT: 0

MEMBERS OF THE LOCAL PRESS IN ATTENDANCE: 0

SOMERSET COUNCIL COUNCILLORS: 0

PUBLIC PARTICIPATION:

Cllr P Rodgers spoke as a resident to congratulate all those involved in the organisation of the 80th Commemoration of the crash of Old Faithful. **The meeting opened at 7:01pm.**

WTC042 APOLOGIES FOR ABSENCE:

Received from Cllrs T Power and S Wing

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

WTC043 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS:

None received.

WTC044 TOWN COUNCIL MINUTES 20TH MAY 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. Cllr Smith abstained as absent from the last meeting.

WTC045 TO RECEIVE REPORTS FROM:

(i) the Town Mayor: Cllr Ellard reported that since the last meeting he had attended Chapter 8 training with the Works and Maintenance Team, attended Old Faithful meetings and the commemoration day, represented the Council at the 80th anniversary of D-Day wreath laying, and attended the LCN meeting at Wincanton Sports Ground.

(ii) Somerset Councillors representing Wincanton on matters of interest to the town and the local community: No Somerset Cllrs present at the meeting, however Cllr Power had circulated a report prior to the meeting.

(iii) Town Clerk: No formal report, however the Clerk stated that plans for the Christmas event were progressing well with 30 market stalls already booked. Cllr Old commented she would speak with a contact regarding the lantern parade. The Chairman requested that it be minuted that despite being signed off work the Clerk had continued to undertake a significant amount of work for the Council which was appreciated.

(iii) local organisations, Town Councillor representatives, and partners: Cllr Old reported she had attended several meetings to organise the Old Faithful anniversary and had attended on the commemoration. Cllr Old gave praise to 1AAC and their handling of the road closure. Cllr Howe reported that he and Cllr Hearne had attended the recent Chamber of Commerce meeting, gave feedback and requested an agenda item relating to the Chamber at the July meeting.

Cllr Anderson joined the meeting at 7:12pm

WTC046 ACTION LIST

To note circulation of the Actions from Meeting list and discuss any matters arising:

Circulation of the Actions from Meeting list was noted. No queries raised.

WTC047 PLANNING

A) THE FOLLOWING PLANNING APPLICATIONS WERE NOTED:

Application Number	Address and description
24/01025/S73	Land To The Rear Of The Dolphin Hotel, High Street, Wincanton S73 Application to vary Condition 02 (Drawings) and information to discharge Conditions 3 (Details of parking/turning area), 4 (Drainage Scheme), 5 (Visibility Splays), 6 (Drainage Scheme), 10 (Landscape Management Plan), 11 (Lighting Strategy), 13 (Construction Management Plan), 14 (EV Charging Point Details), 15 (Lighting Strategy), 16 (Levels Details), 17 (Materials Schedule), 21 (Biodiversity Enhancement Plan) and 22 (Archaeological Works) on planning permission 22/03191/FUL. https://ssdc.somerset.gov.uk/planningdocuments?ref_no=24/01025/S73
<u>RESOLVED:</u> It was proposed and unanimously agreed to recommend approval of this application.	
24/01055/LBC	Old Manor Stable, South Street, Wincanton Installation of an EV Charger. https://ssdc.somerset.gov.uk/planningdocuments?ref_no=24/01055/LBC
<u>RESOLVED:</u> It was proposed and unanimously agreed to recommend approval of this application.	

24/01182/HOU	24 Kinklebury Street, Wincanton, Somerset Garage conversion, first floor side extension, insertion of skylights and solar panel into roof, internal alterations and all associated works https://ssdc.somerset.gov.uk/planningdocuments?ref_no=24/01182/HOU
RESOLVED: It was proposed and unanimously agreed to recommend approval of this application.	
SCC/4102/2024	Wincanton Sewage Works, Wincanton, BA9 8AB The proposed development will involve the installation of a portacabin building on an existing hardstanding area within the site. Further details are outlined within the Environmental Supporting Statement and Planning Drawings submitted as part of this planning application. https://planning.somerset.gov.uk/Planning/Display?applicationNumber=SCC/4102/2024
RESOLVED: It was proposed and unanimously agreed to recommend approval of this application.	
24/01243/FUL	Morrisons, Southgate Road, Wincanton Demolition of existing car wash and the creation of charging zones, erection of EV chargers, erection of canopy, jet wash bays, sub-station enclosure, LV panel, meter cabinet, plant room and associated works. https://ssdc.somerset.gov.uk/planningdocuments?ref_no=24/01243/FUL
RESOLVED: It was proposed and unanimously agreed to recommend approval of this application but to request that Somerset Council ensure the drainage system is appropriate and the River Cale will not be impacted.	

B) THE FOLLOWING RECENT PLANNING DECISIONS WERE NOTED:

Application Number	Address and description
24/01053/NMA	33 Greenway Close, Wincanton, Somerset, BA9 9RH Non Material Amendment to approved application 21/01323/HOU for Revision of the rear first floor window size either side of the french doors. Approved windows are full door height (2130mm) and 250mm wide each and the revised windows are 320mm wide but only 880mm in height sitting above the Juliet balcony to allow the windows to be opened. Decision: Application Permitted https://ssdc.somerset.gov.uk/planningdocuments?ref_no=24/01053/NMA
24/00450/FUL	Cutts Close Barn, Verrington Lane, Charlton Musgrove, Wincanton Somerset Demolition of existing agricultural building and erection of detached dwelling to replace prior approval dwelling permitted under 23/02133/PAMB

	Decision: Application Permitted with Conditions https://ssdc.somerset.gov.uk/planningdocuments?ref_no=24/00450/FUL
24/00418/FUL	Land Adjacent Orchard Cottage, Snag Lane, Wincanton, Somerset Erection of a self-build dwelling Decision: Application Permitted with Conditions https://ssdc.somerset.gov.uk/planningdocuments?ref_no=24/00418/FUL

C) THE FOLLOWING ADVICE OF APPEAL RECEIPTS WERE NOTED:

APP/E3335/W/24/3342358 22/03341/FUL Land Rear Of Council Offices, Churchfields, High Street, Wincanton

APP/R3325/D/24/3343016 23/02541/HOU Hill Brow Farm, Verrington Lane, Charlton Musgrove Wincanton

WTC048 FINANCE

- a) **To receive payments list dated 31st May 2024:** The payments list was received. No queries raised. The Chairman signed the list.
- b) **To receive income and expenditure report dated 31st May 2024:** The income and expenditure report was received. No queries raised.
- c) **To approve bank account reconciliations dated 30th April 2024 and 31st May 2024:**
RESOLVED: It was proposed and unanimously agreed to approve the bank account reconciliations as presented. The Chairman signed the documents.
- d) **To approve corporate card reconciliations dated 30th April 2024 and 31st May 2024:**
RESOLVED: It was proposed and unanimously agreed to approve the corporate card reconciliations as presented. The Chairman signed the documents.
- e) **To receive balance sheet dated 31st May 2024:** The balance sheet was received. No queries raised.
- f) **To receive virement report and approve recommendations as suggested:**
The virement report was received and suggested recommendations approved.
- g) **To confirm receipt of the Internal Auditor's report for the 2023/24 financial year and note no recommendations made within the report:** Receipt of the positive Internal Auditors Report was confirmed. It was noted that no recommendations had been made. The Town Clerk and Deputy Town Clerk/RFO were congratulated on their efforts.
- h) **To approve and sign Section 1 of the Annual Governance and Accountability Return the Annual Governance Statement 2023/24:**
RESOLVED: It was proposed and agreed to approve and sign Section 1 of the Annual Governance and Accountability Return the Annual Governance Statement 2023/24. The Chairman and Town Clerk duly signed the document.
- i) **To approve and sign Section 2 of the Annual Governance and Accountability Return the Accounting Statements 2023/24:**
RESOLVED: It was proposed and agreed to approve and sign Section 2 of the Annual Governance and Accountability Return the Accounting Statement 2023/24. The Chairman duly signed the document.
- j) **To confirm the date of the Exercise of Public Rights for the 2023/24 Annual Governance and Accountability Return:** The dates of the Exercise of Public Rights were confirmed as Thursday 27th June to Wednesday 7th August 2024.

- k) **To consider invoice for solicitor works relating to the Car Park Compensation Scheme from 2021:** The Clerk voiced concerns about the invoice arriving three years late and with apparent lack of evidence within prior minutes that the initial quote was approved appropriately by the then Council with only an email from the then Chairman authorising the work. The cost of legal advice had not been budgeted for in previous years. The Clerk suggested that this matter be referred to the Council's insurers prior to payment for investigation and clarity.
RESOLVED: It was proposed and unanimously agreed that considering possible financial indiscretions of the Council in 2021 and apparent actions of a maverick Cllr that the Clerk contact the Council's insurers to seek advice prior to any payment being made.

Action: 240624/1 Town Clerk

WTC049 COMMUNITY FUNDED 20MPH TRAFFIC SCHEME

To receive an update on the Somerset Council Community Funded 20mph Traffic Scheme:

The Clerk and Cllr Old updated Cllrs on the scheme stating that despite some rise in costs the project was still under initial budget. Cllr Howe raised concerns relating to 20mph schemes in Wales and Cllr Old provided information on the background of the project dating back many years. Cllrs considered how the scheme would be enforced, and it was reported that the police were going to undertake an initial scheme of education and publicity with speed guns being introduced if require. Concern was raised regarding school traffic and how this could be eased.

RESOLVED: It was proposed and unanimously agreed that Cllr Old talk to Wincanton schools to discuss ways to ease traffic at school drop off and pick up times.

Action: 240624/2 Cllr Old

WTC050 GRANT APPLICATIONS

To consider and resolve upon two Grant Applications for the 24/25 Financial Year:

Cllrs considered grant applications received in detail and discussion was undertaken including consideration of the summary document prepared by the Clerk and RFO.

RESOLVED: It was resolved and unanimously agreed to award grants as follows:

PARK RUN

Grant Requested: £3,600

Grant Awarded: £0.00

WINCANTON CARES

Grant Requested: £937

Grant Awarded: £700

Action: 240624/3 Town Clerk

WTC051 SOLAR PANELS ON RIVER CALE CAFÉ

To resolve to approve and sign the Roof Lease Agreement:

Cllrs considered the final Roof Lease Agreement.

RESOLVED: It was proposed and agreed to approve the agreement and for the Clerk to sign on behalf of the Council. Cllrs P Rodgers, Smith and Old abstained.

Action: 240624/4 Town Clerk

WTC052 CALE PARK MONTHLY MARKET

To consider a monthly market held at Cale Park:

The Clerk reported that following meetings surrounding the Christmas Market it may be an idea to try and launch a monthly market at Cale Park. Cllrs considered this proposal.

RESOLVED: It was proposed and agreed that the Clerk proceed with researching this proposal and report back to Council.

Action: 240624/5 Town Clerk

WTC053 SUMMER EVENT AT CALE PARK

To consider hosting a summer event at Cale Park:

Cllrs considered Cllr Hix's proposal to put on a summer event at Cale Park like a mini proms with the Silver Band. Cllr Old supported the idea but felt it was too late in the year to arrange with the proposal submitted at short notice. Cllr Old and suggested the idea be incorporated into the 80th anniversary of VE Day in 2025. Cllrs supported Cllr Old's suggestion and reiterated it was too short notice to arrange such an event for this summer.

WTC054 TRAINING, CONSULTATIONS, AND FORTHCOMING MEETINGS:

- (i) **Correspondence:** Letter of Introduction from new PCC: Noted
Invitation to site visit at Brains Farm: Noted names of Cllrs wishing to attend.
- (ii) **Training:** SALC
- (iii) **Meetings:** None

WTC055 CLOSE OF MEETING AND CONFIRM DATE OF NEXT TOWN COUNCIL MEETING:

The date of the next Full Town Council Meeting was confirmed as **Monday 29th July 2024 at 7pm.** All items for inclusion on the agenda must be submitted to the Clerk by **9.00am Friday 19th July.**

Cllr Ellard reminded Cllrs of the deadlines supplied by the Clerk for agenda items.

The meeting closed at 8:02pm