



**Wincanton**  
Town Council



Town Hall  
Market Place  
Wincanton  
Somerset  
BA9 9LD

Tel: 01963 31693

Email: [townclerk@wincantontowncouncil.gov.uk](mailto:townclerk@wincantontowncouncil.gov.uk)

**DRAFT MINUTES OF THE OPEN SPACES COMMITTEE MEETING HELD AT 7:00PM ON MONDAY 3<sup>RD</sup> FEBRUARY 2025 IN THE COUNCIL CHAMBER, WINCANTON TOWN HALL**

**MEMBERS PRESENT:** Cllr N Anderson (Chairman), Cllr H Ellard, Cllr C Rodgers, Cllr D Smith, and Cllr S Wing

**ALSO PRESENT:** Emma Curtis – Town Clerk  
Steve Lee – Works and Maintenance Supervisor

**PUBLIC PARTICIPATION:** There were no members of the public in attendance. The meeting Commenced at 7:00pm.

- 1. ELECTION OF CHAIRMAN FOR THE REMAINDER OF THE 2024/25 YEAR:**  
To elect a Chairman of the Open Spaces Committee for the remainder of the year  
**RESOLVED:** It was resolved and unanimously agreed to elect Cllr Anderson as the Chairman of the Open Spaces Committee for the remainder of the year.
- 2. ELECTION OF VICE-CHAIRMAN FOR THE REAMINDER OF THE 2024/25:**  
To elect a Vice-Chairman for the Open Spaces Committee for the remainder of the year  
**RESOLVED:** It was resolved and unanimously agreed to elect Cllr Smith as the Vice-Chairman for the remainder of the year.
- 3. APOLOGIES FOR ABSENCE:**  
None received. It was noted that Cllr Wallis was absent from the meeting.
- 4. DECLARATIONS OF INTEREST:**  
None received.
- 5. MINUTES OF THE PREVIOUS MEETING:**  
**RESOLVED:** It was proposed and unanimously agreed to approve the minutes of the last meeting held on 6<sup>th</sup> November 2023 as a true and accurate record of the meeting. The Chairman duly signed the minutes.
- 6. CEMETERY**  
**To receive any reports concerning the cemetery:**  
The Clerk reported that the Administration Officer had offered to capture some up to date drone images of the cemetery to match up with current images held on file by the Council.  
**RESOLVED:** It was resolved and unanimously agreed to allow for the drone images to be taken providing all height and legal implications on drone flying is adhered to.

The Works and Maintenance Supervisor reported that the pathway ground tends to move causing cracks but the team work closely with the pathway contractor to ensure these are remedied in a timely manner. It was further reported that the new CCTV system in operation at Cale Park was working well and the overgrown tree had been cut back at the entrance to the cemetery to allow for better viewing of antisocial behaviour. The Clerk provided an update on Memorial Headstone Inspections and the cemetery transfer. The area of brambles which had caused concern for a number of years was considered and it was agreed to proceed with gaining quotes for full removal via a contractor.

**RESOLVED:** It was proposed and unanimously agreed to proceed with gaining quotes for the removal of brambles at the cemetery.

***Action: OSC030225/1 Clerk & Works and Maintenance Supervisor***

## **7. ALLOTMENTS**

**To receive any reports concerning the allotments:**

The Works and Maintenance Supervisor stated there was no official report but the reported that the waiting list had reduced significantly and the poor weather over the past year had made it difficult for allotment holders to cultivate. It was agreed to put the idea of extending the allotments on the backburner for the time-being. The Clerk provided an update on the lease renewal with Wincanton Recreational Trust. Cllrs considered a request for an allotment holder to plant two dwarf fruit trees.

**RESOLVED:** It was resolved and unanimously agreed to approve the request for two dwarf trees providing they abide with the allotment rules and regulations.

***Action: OSC030225/2 Clerk & Works and Maintenance Supervisor***

## **8. PLAY AREAS**

**To receive any reports on the Town Council's play areas:**

The Works and Maintenance Supervisor stated that some more fencing repairs were required at Cale Park play area and he would be consulting with a contractor. Routine and ROSPA inspections were discussed and the requirement for parts and replacement as and when required. The Clerk commented that CIL funds could be used for new equipment when required. The Committee considered a complaint received regarding a dog being taken into the Cale Park play area and it was agreed that the Clerk and Works and Maintenance Supervisor would investigate to see if any improvements to fencing and signage could be made but it was noted that the Council cannot control irresponsible dog owners.

**RESOLVED:** It was proposed and unanimously agreed for the Clerk and Works and Maintenance Supervisor to investigate any improvements to fencing and signage at Cale Park play area and gain quotations as required.

***Action: OSC030225/3 Clerk & Works and Maintenance Supervisor***

## **9. CALE PARK**

**To receive any reports on Cale Park:**

Cllrs considered quotes for repairs to Cricket Pavilion roof and agreed to proceed with the lowest quote. Cllrs further discussed methods to assist in the prevent of traveller encampments at Cale Park including how to make access more difficult including dropped bollards, stakes and boulders. The Clerk and Works and Maintenance Supervisor were tasked with looking at options and gaining quotes. Cllrs considered a complaint received regarding dogs off leads at Cale Park. It was noted that this was one complaint and that any byelaw would be extremely expensive and unenforceable without being policed correctly. The cost could push up the precept request significantly.

**RESOLVED:** It was proposed and unanimously agreed to proceed with the lowest quote for the Cricket Pavilion roof repair. It was further agreed that the Clerk would respond to the dog complainant accordingly – Cllr Rodgers abstained from this vote.

***Action: OSC030225/4 Clerk & Works and Maintenance Supervisor***

#### **10. WRIXONS VIEW**

**To consider request regarding extension of back garden:**

Cllrs considered the request to lease a piece of land at Wrixons View for an extension to a back garden. Cllrs felt this may set a precedent and the area is an open space with a view which should be kept in perpetuity. The Clerk stated that there may be long and costly legal routes to follow to have the land undesignated as open space which may need referring to the Secretary of State.

**RESOLVED:** It was proposed and unanimously agreed to refuse the request.

***Action: OSC030225/5 Clerk & Works and Maintenance Supervisor***

#### **11. BIKE RACK**

**To receive any update regarding bike rack installation outside Town Hall:**

The Clerk provided an update on discussions with Somerset Council regarding the installation of the bike rack and confirmed the process was moving forward. Cllrs also thanked Cllr Wing for donating another bike rack and discussed the best place for its location. It was agreed that Carrington Way would be a suitable location.

***Action: OSC030225/6 Clerk & Works and Maintenance Supervisor***

#### **12. WINCANTON AND DISTRICT GARDENERS ASSOCIATION**

**To note letter and cessation of the group and consider planting for the coming year:**

Cllrs noted the letter received that the Wincanton and District Gardeners Association had ceased. It was agreed that the Clerk make contact with The Growing Space to see if they could assist with planting. It was further agreed to write a letter of thanks to the Wincanton and District Gardeners Association.

**RESOLVED:** It was resolved and unanimously agreed to contact The Growing Space to see if they can assist with planting and to write a letter of thanks to the Wincanton and District Gardeners Association.

***Action: OSC030225/7 Clerk & Works and Maintenance Supervisor***

#### **13. CLOSE OF MEETING**

The date of the next Open Spaces Committee meeting was confirmed as **Monday 2<sup>nd</sup> June 2025 at 6.00pm**. All items for inclusion on the agenda must be submitted to the Town Clerk by **9am Friday 23<sup>rd</sup> May 2025**.

**The meeting closed at 7:53pm.**