



Wincanton
Town Council



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Somerset
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EVACUATION PROCEDURE

When the continuous alarm sounds, you must evacuate the building by the exit.
and proceed downstairs to outside of the Bear Inn.

THIS MEETING MAY BE FILMED OR RECORDED

To All Town Cllrs: H Ellard (Chairman), N Anderson, D Caines, T Child, K Hearne, E Hix, T Howe, P McLarnon, T Power, D Old, L Ralph, C Rodgers, P Rodgers, D Smith & S Wing

You are hereby summoned to attend the Full Council Meeting of Wincanton Town Council to be held in **the Council Chamber at Wincanton Town Hall**, Market Place, Wincanton on **Monday 23rd October 2023 commencing at 7pm** for the purpose of transacting the following business:

Emma Curtis

Town Clerk to Wincanton Town Council

16th October 2023

Meetings and the Public

Members of the public and press are welcome to attend any of the Council's Full Council or Committee meetings and listen to the debate. All agendas, reports and minutes can be viewed on the Council's website wincantontowncouncil.gov.uk

Before the meeting, the Chair may allow a public session to enable people to ask questions of the Council and make comments, in accordance with Standing Orders 3e and 3h. Members of the public are not to verbally abuse or harass a member of the Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting. Members of the public are asked to restrict their comments, and/or questions to three minutes.

The agenda may be split into two parts – part of the meeting that is open to the public and other part for items on the agenda which may be discussed in the absence of the press or public because the agenda item for discussion includes personal, confidential or sensitive information (Exempt Business). The press and public will be asked to leave the meeting once a resolution is passed that reflects a decision to go into Exempt Business.

PUBLIC PARTICIPATION

AGENDA

1. APOLOGIES FOR ABSENCE

To receive and approve apologies for absence including reasons given (Local Government Act 1972 s85 (1)) - please can Members give any apologies by email or telephone by 5pm of the day of the meeting.

2. 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).

3. TOWN COUNCIL MINUTES 21st AUGUST 2023

To receive the minutes of the previous meeting of Full Council held on 2nd October 2023 and approve as a correct record to be signed by the Town Mayor (Local Government Act 1972 Sch 12) (Appendix 1).

4. TO RECEIVE REPORTS FROM

- (i) the Town Mayor,
- (ii) Somerset Councillors representing Wincanton on matters of interest to the town and the local community,
- (iii) Town Clerk
- (iiii) local organisations, Town Councillor representatives, police and partners.

5. ACTION LIST

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

6. PLANNING

6a) TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS:

Application Number	Address and description
23/01390/FUL Additional Information	Bridge Motors Ltd, Silver Street, Wincanton, Somerset, BA9 9AN The change of use from 'Sui Generis' use class (Motor Vehicle Workshop & Vehicle Sales), to Use class E(a) (Retail Sale of Goods), including alterations to the elevations and glazing, and the installation of new plant to the left side elevation. https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/01390/FUL
23/02540/ADV	Bridge Motors Ltd, Silver Street, Wincanton, Somerset, BA9 9AN Installation of 1No. externally illuminated Fascia sign and 4No. other non-illuminated signs to include Window Vinyl's, ACM Panels, Poster Cases and Car Park Sign. https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/02540/ADV

23/00077/FUL	Unit 21 Bennetts Field Trading Estate, Wincanton, Somerset Proposed extension to warehouse building. https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/00077/FUL
23/02486/FUL	Verrington Hospital, Dancing Lane, Wincanton, Somerset, BA9 9DQ Proposed removal of switch room, generator, oil tank and storage container and erection/siting of replacement single storey switch room, oil tank and generator on south side of access road in addition to the installation of palisade fence. https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/02486/FUL
23/02574/FUL	The Balsam Centre, Balsam Park, Wincanton, Somerset, BA9 9HB Demolition of two small extensions and erection of a single storey extension. https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/02574/FUL

6b) TO NOTE RECENT PLANNING DECISIONS:

Application Number	Address and description
23/01924/LBC	7 High Street, Wincanton, Somerset, BA9 9JN Installation of customer WC Decision: Application Permitted with Conditions https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/01924/LBC
23/01911/HOU	30 Church Street, Wincanton, Somerset, BA9 9AF Single storey, ground floor extension to rear of property and internal alterations. Replacement of all windows. Decision: Application Permitted with Conditions https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/01911/HOU

7. FINANCE

- a) To receive payments list dated 30th Sept 2023 (Appendix 3a)
- b) To receive balance sheet dated 30th Sep 2023 (Appendix 3b)
- c) To receive income and expenditure report dated 30th Sep 2023 (Appendix 3c)
- d) To approve bank account reconciliation dated 30th Sep 2023 (Appendix 3d)
- e) To receive Virements Report and approve recommendations (Appendix 3e)
- f) To consider quote to purchase RIALTAS Asset Inventory Software (Appendix 3f)
- g) To consider quote to upgrade Cemetery Management Software (Appendix 3g)

8. BUDGET 2024/25

To consider preliminary budget and report for the 2024/25 financial year (Appendix 4)

9. INSURANCE

- a) To consider quotes for annual Town Council insurance and resolve on best option (Appendix 5a)
- b) To consider quotes for Town Council assets insurance reinstatement review (Appendix 5b)

10. COMMUNITY PLAN

To note responses from stakeholders and confirm members of the Community Plan Steering Group

11. REMEMBRANCE DAY

To note formal invitation to Remembrance Day ceremonies and confirm Town Council Representatives (Appendix 6)

12. CLOSE OF MEETING AND CONFIRM DATE OF NEXT TOWN COUNCIL MEETING: To confirm the date of the next Full Town Council Meeting as **Monday 27th November 2023 at 7pm.** All items for inclusion on the agenda must be submitted to the Clerk by **9.00am Friday 17th November.**