



Wincanton
Town Council



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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, K Hearne, E Hix, T Howe, P McLarnon, J Packer, T Power, D Old, L Ralph, C Rodgers, P Rodgers, D Smith, C Wallis & 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 25th March at 7.00pm** for the purpose of transacting the following business:

Emma Curtis

Town Clerk to Wincanton Town Council

18th March 2024

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 26th FEBRUARY 2024

To receive the minutes of the previous meeting of Full Council held on 26th February 2024 and approve as a correct record to be signed by the Town Mayor (Local Government Act 1972 Sch 12) (Appendix 1).

4. WINCANTON CARES

To receive information on Wincanton Cares from a representative

5. 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 (Appendix 2)
- (iiii) local organisations, Town Councillor representatives, police and partners.

6. ACTION LIST

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

7. PLANNING

7a) TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS:

Application Number	Address and description
24/00414/HOU	60 High Street, Wincanton, Somerset Demolition of existing ground floor conservatory and construction of rear ground and first floor extension. Removal of existing rear render and replacement. https://ssdc.somerset.gov.uk/planningdocuments?ref_no=24/00414/HOU
24/00434/HOU	10 Greenway Close, Wincanton, Somerset, BA9 9RH Erection of two storey extension & first floor extension to dwelling. https://ssdc.somerset.gov.uk/planningdocuments?ref_no=24/00434/HOU

24/00418/FUL	Land Adjacent Orchard Cottage, Snag Lane, Wincanton Erection of a self-build dwelling https://ssdc.somerset.gov.uk/planningdocuments?ref_no=24/00418/FUL
24/00288/HOU (Amended Plans)	Wassall House, Bayford Hill, Wincanton, Somerset, BA9 9LR Removal of the current additions at the rear and rear-west corner of the property, subsequent erection of two-storey extension across the rear width of the original house. https://ssdc.somerset.gov.uk/planningdocuments?ref_no=24/00288/HOU

7b) TO NOTE RECENT PLANNING DECISIONS:

Application Number	Address and description
24/00085/DOC1	Land At Lawrence Hill, Wincanton, Somerset, BA9 9RT Discharge of Condition No. 8 (Roofing and Walling Materials) of Planning Application 22/03296/REM. Decision: Permitted https://ssdc.somerset.gov.uk/planningdocuments?ref_no=24/00085/DOC1
23/01390/FUL	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. Decision: Application Permitted with Conditions https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/01390/FUL
23/02541/HOU	Hill Brow Farm, Verrington Lane, Charlton Musgrove, Wincanton, BA9 8BN The erection of two storey side extension and replacement of lean-to conservatory to garden room Decision: Application Refused https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/02541/HOU
23/02921/DOC1	Churchfields, Wincanton, Somerset, BA9 9AG Discharge of Condition No. 3 (Measure only Travel Plan) of Planning Application 22/01991/P3MA. Decision: Conditions Discharged https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/02921/DOC1

23/03033/LBC	10 North Street, Wincanton, Somerset, BA9 9AX Listed Building consent to install 5 Conservation/heritage roof windows, alterations to roofs and replace conservatory Decision: Application Permitted with Conditions https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/03033/LBC
23/03219/HOU	10 North Street, Wincanton, Somerset, BA9 9A The reinstatement of an original window, the installation of 5 Conservation Rooflights and the replacement of the existing uPVC Conservatory. Decision: Application Permitted with Conditions https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/03219/HOU
24/00005/HOU	66 High Street, Wincanton, Somerset, BA9 9JF Demolition of existing conservatory and erection of rear extension Decision: Application Permitted with Conditions https://ssdc.somerset.gov.uk/planningdocuments?ref_no=24/00005/HOU

8. FINANCE

- a) To receive payments list dated 29th February 2024 (Appendix 4a)
- b) To receive balance sheet dated 29th February 2024 (Appendix 4b)
- c) To receive income and expenditure report dated 29th Feb 2024 (Appendix 4c)
- d) To approve bank account reconciliation dated 29th February 2024 (Appendix 4d)
- e) To approve Corporate Card reconciliation dated 4th March 2024 (Appendix 4e)
- f) To note that following approval of amendments to the Financial Regulations at the February meeting that points 10.1 and 10.2 have been removed
- g) To consider quote for two new memorial benches for outside the Memorial Hall and confirm expenditure (Appendix 4f)
- h) To consider quote for flagpole at the Market Place (Appendix 4g)
- i) To consider quote for emergency lighting at River Cale Café (Appendix 4h)
- j) To consider request to increase donation to the Wincanton and District Gardeners Association from £500 to £550 due to increasing costs
- k) To resolve to approve delegated authority to the RFO and Clerk to ratify upcoming motor insurance renewal
- l) To receive up to date Assets Report and Asset Disposal Form and agree figure for the Annual Governance and Accountability Return is £540,7440.55 (Appendix 4i and 4j)

9. COMMUNITY PLAN

To receive an update on the Community Plan and resolve to approve amendments to the Terms of Reference (Appendix 5)

10. ANNUAL PARISH MEETING AND ANNUAL COMMUNITY AWARDS

To decide on format for this years Annual Parish Meeting and Community Awards

11. COMMUNITY INFRASTRUCTURE LEVY

To receive information following CIL Working Group meeting and decide on how to

proceed (Appendix 6)

12. SPEED INDICATOR DEVICE (SID)

To resolve to approve the Memorandum of Understanding with Somerset Highways, to note order for the SID and equipment has been placed, and Chapter 8 training has been booked for the Works and Maintenance team and to confirm receipt of expenditure report to date (Appendix 7a & 7b)

13. POLICIES, PROCEDURES AND DOCUMENTS

To resolve to adopt or readopt the following policies and documents:

- Document Retention Policy (Appendix 8a)
- Town Council Annual Report (Appendix 8b)
- Town Council Budget and Precept Report (Appendix 8c)
- Financial Risk Assessment (Appendix 8d)

14. EVENTS

- To receive an update on the Old Faithful 80th Anniversary
- To consider D-Day 80th Commemoration
- To confirm dates for this years Christmas events and convene a Christmas Working Group
- To confirm date for Somerset Play Day at Cale Park as Tuesday 13th August

15. SOMERSET COUNCIL

- To consider letter received regarding Highways Services Devolution (Appendix 9a)
- To consider agreement and increased costs for the Memorial Hall toilets and note additional cost of Business Rates (Appendix 9b)
- To resolve to approve and sign the final Car Park Compensation Agreement and resolve to approve payment (Appendix 9c)

16. OPENS SPACES COMMITTEE MEETING

To confirm the date of the next Open Spaces Committee meeting

17. TRAINING, CONSULTATIONS, AND FORTHCOMING MEETINGS:

- (i) Correspondence:**
- 1) To consider the Hedgehog Highway Project email
 - 2) To consider email requesting a letter of protest be sent to the Secretary of State for Health and Social Care regarding the downgrading of the Acute Stroke Unit at Yeovil Hospital
 - 3) To consider request to sign the cross-party open letter to back the Climate & Ecology Bill
 - 4) To note receipt of the Traffic Regulation Order for 20mph zones in Wincanton

(ii) Training: SALC

(iii) Meetings: None

18. 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** (Appendix 10)

- 19. CONFIRM DATE OF NEXT TOWN COUNCIL MEETING:** To confirm the date of the next Full Town Council Meeting as **Monday 29th April at 7pm.** All items for inclusion on the agenda must be submitted to the Clerk by **9.00am Friday 19th April.**