



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, 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 2nd October 2023 commencing at 7pm** for the purpose of transacting the following business:

Emma Curtis

Town Clerk to Wincanton Town Council

25th September 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.

AGENDA

PUBLIC PARTICIPATION

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 21st August 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 (Appendix 2a)
- (iiii) local organisations, Town Councillor representatives, police and partners. (Police report Appendix 2b)

5. ACTION LIST

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

6. ANTISOCIAL BEHAVIOUR

To discuss recent antisocial behaviour within the town, receive feedback from the police and consider preventative measures

7. PLANNING

7a) TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS:

Application Number	Address and description
23/01841/HOU	Coylton House, Bayford Hill, Wincanton Demolition of rear extension, internal alterations to rooms (Retrospective application) https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/01841/HOU

23/01842/LBC	Coylton House, Bayford Hill, Wincanton Demolition of rear extension, internal alterations to rooms (Implemented) https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/01842/LBC
23/02113/LBC	Marsh Court, Marsh Lane, Wincanton, Somerset, BA9 9QZ Repair and renewal of windows on the south elevation, unblocking and reinstatement of first floor window on west elevation, installation of secondary glazing to all windows and various minor internal alterations (part-implemented) https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/02113/LBC
23/01924/LBC	7 High Street, Wincanton, Somerset, BA9 9JN Installation of customer WC https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/01924/LBC
22/02519/S73A	Solar Site At Sutor Farm, Moor Lane, Wincanton, Somerset Construction of a 9.3 hectare solar park with associated works. S73A application to amend condition 2 of approval 14/05472/FUL (as varied by 16/03675/S73A) to remove the time limiting element for the solar site of 30 years from the approval date and to allow the permitted solar installation to continue until 10th November 2071 https://ssdc.somerset.gov.uk/planningdocuments?ref_no=22/02519/S73A
23/01958/FUL	New Barns Farm, West Hill, Wincanton, Somerset, BA9 9BU Formation of five new parking spaces and associated access works https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/01958/FUL
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. https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/01911/HOU
23/02210/S73A	Churchfields House, Churchfield, Wincanton, Somerset, BA9 9AG S73A Application to vary Condition 02 (electric supply) & remove Condition 06 (obscure glazing) relating to planning consent 22/01991/P3MA; Prior approval for proposed change of use from Commerical, Business & Service Class E to dwellinghouses Class C3 to create 15 residential dwelling units https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/02210/S73A

7b) TO NOTE RECENT PLANNING DECISIONS:

Application Number	Address and description
23/01603/HOU	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, and one-storey extension at the rear-west corner of the property. Decision: Application Permitted with Conditions https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/01603/HOU
23/01563/HOU 23/01564/LBC	Verrington Barn, Verrington Lane, Charlton Musgrove, Somerset BA9 8BN The erection of a garden office outbuilding and a single storey sun room extension to dwelling, replacement roof lights to south and north elevations and new roof lights to north elevation, new oak timber doors to south elevation and alteration of window to timber doors on west elevation of the dwelling. Decision: Application Permitted with Conditions https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/01563/HOU
23/01567/LBC	5-7 High Street, Wincanton, Somerset, BA9 9JN Internal alterations to include creation of storage area; installation of WC; and food preparation areas. Decision: Application Permitted with Conditions https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/01567/LBC
23/00710/FUL	2 Alfreds Way, Wincanton Business Park, Wincanton, Somerset Erection of a two-storey extension with single-storey link structure to side of existing office building for storage and office uses Decision: Application Permitted with Conditions https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/00710/FUL
23/01744/HOU	Iona, Flingers Lane, Wincanton, Somerset, BA9 9LE Erection of a two storey extension to rear of dwelling Decision: Application Permitted with Conditions https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/01744/HOU

8. FINANCE

- To receive payments list dated 31st August 2023 (Appendix 4a)
- To receive balance sheet dated 31st August 2023 (Appendix 4b)
- To receive income and expenditure report dated 31st August (Appendix 4c)
- To approve bank account reconciliation dated 31st August (Appendix 4d)
- To receive Virements Report and approve recommendations (Appendix 4e)
- To note completion of the Annual Governance and Accountability Return 2022/23

- and note display of the Notice of Conclusion of Audit (Appendix 4f and 4g)
- g) To consider quotes for resurfacing of Cale Park Car Park
- h) To consider quotes for replacement bark at Penn View and Cale Park play areas

9. CHRISTMAS EVENTS

To receive an update on planning of Christmas Events and review budget

10. PLINTH AND LAMP

To note receipt of insurance claim, consider quotations for repair and resolve on the way forward (Appendix 5)

11. PROPERTIES WORKING GROUP

To consider the formation of a working group to discuss possible usage of vacant properties within the town

12. COMMUNITY PLAN

To resolve to set up a Steering Group, agree Terms of Reference, approve and sign agreement and agree timescales (Appendix 6)

13. OPEN SPACES COMMITTEE MEETING

To confirm a date for the November Open Spaces Committee meeting

14. LCN Youth Contract

To receive an update on the LCN Youth Contract and Memorandum of Understanding and consider future long-term funding for the project (Appendix 7)

15. TRAINING, CONSULTATIONS, AND FORTHCOMING MEETINGS:

- (i) Correspondence:** Email regarding Yarlinton Manor Farm Development
Email regarding Somerset Council Roundabout Scheme
- (ii) Training:** SALC
- (iii) Meetings:** LCN Meeting 4th October 2023 7pm

16. 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:

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

17. CLOSE OF MEETING AND CONFIRM DATE OF NEXT TOWN COUNCIL MEETING: To confirm the date of the next Full Town Council Meeting as **Monday 23rd October 2023 at 7pm.** All items for inclusion on the agenda must be submitted to the Clerk by **9.00am Friday 13th October.**