



**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, 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 21<sup>st</sup> August 2023 commencing at 7pm** for the purpose of transacting the following business:

Emma Curtis

**Town Clerk to Wincanton Town Council**

**9<sup>th</sup> August 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](http://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. Questions are directed to Council and should be restricted to matters on the agenda. 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 24<sup>th</sup> JULY 2023**

To receive the minutes of the previous meeting of Full Council held on 24<sup>th</sup> July 2023 and approve as a correct record to be signed by the Town Mayor (Local Government Act 1972 Sch 12) (Appendix 1).

**4. CO-OPTION OF COUNCILLOR**

To consider applications received and resolve to co-opt one new Cllr (Appendix 2)

**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,

(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. FINANCE**

a) To receive payments list dated 31<sup>st</sup> July 2023 (Appendix 4a)

b) To receive balance sheet dated 31<sup>st</sup> July 2023 (Appendix 4b)

c) To receive income and expenditure report dated 31<sup>st</sup> July 2023 (Appendix 4c)

d) To approve bank account reconciliation dated 31<sup>st</sup> July 2023 (Appendix 4d)

e) To receive Virements Report and approve recommendations (Appendix 4e)

f) To consider quote to purchase RIALTAS Asset Inventory Software (Appendix 4f)

g) To consider quote to upgrade Cemetery Management Software (Appendix 4g)

## 8. PLANNING

### 8a) TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS:

| Application Number | Address and description                                                                                                                                                                                                                                                           |
|--------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 23/01744/HOU       | <p>Iona, Flingers Lane, Wincanton, Somerset, BA9 9LE</p> <p>Erection of a two-storey extension to rear of dwelling</p> <p><a href="https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/01744/HOU">https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/01744/HOU</a></p> |

### 8b) TO NOTE RECENT PLANNING DECISIONS:

| Application Number | Address and description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 23/01405/NMA       | <p>Land Adjoining Verrington Hospital, Dancing Lane, Wincanton, Somerset BA9 9DB</p> <p>Non-Material Amendment to approved application 18/03414/REM to decrease floor area of plots 3,4,5,12,15 and 24.</p> <p><b>Decision: Application Permitted</b></p> <p><a href="https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/01405/NMA">https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/01405/NMA</a></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 23/01246/COL       | <p>3 Saunters Close, Wincanton, Somerset, BA9 9QB</p> <p>Application for a Lawful Development Certificate for proposed single storey rear extension and associated works.</p> <p><b>Decision: Application Permitted</b></p> <p><a href="https://publicaccess.southsomerset.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=RUEGN9OWKOY00">https://publicaccess.southsomerset.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=RUEGN9OWKOY00</a></p>                                                                                                                                                                                                                                                                                                                                                                                     |
| 23/01176/S73       | <p>Land At Long Close, Commercial Area, Lawrence Hill, Wincanton, Somerset, BA9 8AB</p> <p>S73 application to vary conditions 2, 12 and 13 attached to planning permission ref 21/01521/FUL for a drive-thru cafe, commercial building (Class E &amp; F), car parking and ancillary works (amendments include relocation of access, realignment of drive-through road and paths, re-siting of drive-through building, alterations to size and siting of commercial building, and re-arrangement and re-location of parking and cycle spaces).</p> <p><b>Decision: Application Permitted with Conditions</b></p> <p><a href="https://publicaccess.southsomerset.gov.uk/online-applications/applicationDetails.do?keyVal=RU1I9WOWKKY00&amp;activeTab=summary">https://publicaccess.southsomerset.gov.uk/online-applications/applicationDetails.do?keyVal=RU1I9WOWKKY00&amp;activeTab=summary</a></p> |

|                     |                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|---------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>23/01364/FUL</b> | <p>Higher Marsh Farm, Marsh Lane, Wincanton, Somerset, BA9 9QZ</p> <p>Proposed new Apex building for the rearing of young cattle.</p> <p><b>Decision: Application Permitted with Conditions</b></p> <p><a href="https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/01364/FUL">https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/01364/FUL</a></p>                                                                              |
| <b>23/01107/FUL</b> | <p>Council Offices, Churchfield, Wincanton, Somerset, BA9 9AG</p> <p>Erect close board fence to secure garden area for house approved under 22/01870/FUL</p> <p><b>Decision: Application Permitted with Conditions</b></p> <p><a href="https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/01107/FUL">https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/01107/FUL</a></p>                                                       |
| <b>22/03296/REM</b> | <p>Land At Lawrence Hill, Wincanton, Somerset, BA9 9RT</p> <p>Reserved matters (appearance, landscaping, layout, scale and secondary access from Crocker Way) for 80 no. residential dwellings (Use Class C3).</p> <p><b>Decision: Application Permitted with Conditions</b></p> <p><a href="https://ssdc.somerset.gov.uk/planningdocuments?ref_no=22/03296/REM">https://ssdc.somerset.gov.uk/planningdocuments?ref_no=22/03296/REM</a></p> |

**8c) TO NOTE THE FOLLOWING TREE SURGERY WORKS:**

| <b>Application Number</b> | <b>Address and description</b>                                                                                                                                                                                                                                                                                                    |
|---------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>23/02031/TCA</b>       | <p>2 Bath Terrace, Old Hill, Wincanton, Somerset, BA9 8BL</p> <p>Notification of intent to carry out Tree Surgery Works to No. 2 Trees within a Conservation Area.</p> <p><a href="https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/02031/TCA">https://ssdc.somerset.gov.uk/planningdocuments?ref_no=23/02031/TCA</a></p> |

**9. SCHEDULE OF MEETINGS DATES**

To resolve to approve the Schedule of Meeting Dates for the 2024-2025 municipal year (Appendix 5)

**10. CHRISTMAS EVENTS**

To receive an update on planning of Christmas Events

**11. COUNCIL CHAMBER REFURBISHMENT**

To resolve to proceed with producing a specification for the refurbishment of the Council Chamber and gain quotations

**12. WINCANTON CHAMBER OF COMMERCE MAP AND ROCKETBOX PROJECT**

To receive an update on the production of the Wincanton Map and consider using Rocketbox to complete the project

**13. PLAY AREA INSPECTION REPORTS**

To note receipt and conclusion of the Annual Play Area Inspection Reports and note remedial action taken and expenditure incurred (Appendix 6)

**14. TRAINING, CONSULTATIONS, AND FORTHCOMING MEETINGS:**

**(i) Correspondence:** Email from South Somerset Community Accessible Transport  
(Appendix 7a)

Email re The National School (Appendix 7b)

Email re Wincanton Car Parking Problems (Appendix 7c)

**(ii) Training:** SALC Courses for Cllrs and Staff

**(iii) Meetings:** None

**15. 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

**16. CLOSE OF MEETING AND CONFIRM DATE OF NEXT TOWN COUNCIL MEETING:** To confirm the date of the next Full Town Council Meeting as **Monday 25<sup>th</sup> September at 7pm.** All items for inclusion on the agenda must be submitted to the Clerk by **9.00am Friday 15<sup>th</sup> September.**