



The Annual Meeting of the Parish Council was held on Monday 20th May 2024, at 7.30pm in Sandford Village Hall

Those present at the meeting:

Parish Cllrs Present: Zak Aravantinos, Simon Crew, Archie Forbes (Chair), Kevin Joyce (Vice-Chair), Jack Taviner, Larry Van Haaren, Paul Watkins, and John Witcher.

Members of the public: 1 **Deputy Clerk:** Emma Buckland

Parish Cllrs Absent: Cllrs Mark Boddy, Lynne Stephens, Kevin Baber, Laurence Heaven, Dylan Morris, Tom Nicholson and Steve Pincher.

- 1. TO ELECT A PARISH COUNCIL CHAIR** (Agenda item 1)
Nominee Archie Forbes (1 nomination received for Cllr Forbes)
The resolution was correctly proposed and seconded (unanimous with Cllr Forbes abstaining from the vote)
Cllr Forbes was unanimously elected as Parish Council Chair.
The Declaration of Acceptance of Office was duly signed and received by the Deputy Clerk.
Cllr Forbes welcomed all to the meeting and thanked the council for their vote of confidence.
- 2. TO ELECT TWO PARISH COUNCIL VICE-CHAIRS** (Agenda item 2)
Nominee Lynne Stephens (1 nomination received for Cllr Stephens)
The resolution was correctly proposed and seconded (7 for, 1 abstention)
Cllr Stephens was elected as joint Parish Council Vice-Chair.
Resolved: that in the absence of Cllr Stephens, the Declaration of Acceptance of Office would be signed and received by the Clerk in advance of the June Parish Council meeting.
The resolution was correctly proposed and seconded (7 for, 1 abstention)

Nominee Kevin Joyce (1 nomination received for Cllr Joyce)
The resolution was correctly proposed and seconded (6 for with 2 abstentions that included Cllr Joyce abstaining from the vote)
Cllr Joyce was elected as joint Parish Council Vice-Chair.
The Declaration of Acceptance of Office was duly signed and received by the Deputy Clerk.
- 3. TO RECEIVE APOLOGIES FOR ABSENCE AND TO APPROVE REASONS FOR ABSENCE WHERE APPROPRIATE** (Agenda item 4) Apologies for absence had been received from Cllrs Baber, Boddy, and Stephens, along with NSC Cllr Tristram.
- 4. DECLARATIONS OF INTEREST.** (Agenda item 5)
No interests had been or were declared by members.
- 5. TO CONSIDER & DECIDE UPON ANY REQUESTS FOR DISPENSATION FROM MEMBERS to allow them to participate in a discussion or vote on a matter in which he/she may have a disclosable pecuniary or non-pecuniary interest.** (Agenda item 6) None
- 6. PUBLIC PARTICIPATION** (Agenda item 7)
24/P/0822/FUH 64 Greenhill Road
The applicant explained that the extension was to accommodate a growing family and provide a space for homeworking. The applicant did not fully understand why in particular his property had been asked for an ecological bat survey from NSC, but was happy to comply.
With no further members of the public wishing to address the meeting, the Chair re-convened the meeting.

7. **COUNCIL TO RE-ADOPT STANDING ORDERS, FINANCIAL REGULATIONS AND ASSOCIATED DOCUMENTS** (Agenda item 9)
Resolved: Parish Council Standing Orders, Financial Regulations and associated documents were re-adopted by the council.
The resolution was correctly proposed and seconded (unanimous)
8. **TO APPOINT PARISH REPRESENTATIVES TO OUTSIDE BODIES. Annex 1** (Agenda item 10)
Resolved: The representatives to Outside Bodies named in Annex 1 were duly elected en-masse.
The resolution was correctly proposed and seconded (unanimous)
9. **TO APPOINT MEMBERS TO COMMITTEES, ADVISORY COMMITTEES, WORKING & STEERING GROUPS. Annex 2** (Agenda item 11)
Resolved: Membership as outlined in 'The Committee Structure' document including parishioner volunteers attached as Annex 2 to the minutes were duly elected en-masse.
The resolution was correctly proposed and seconded (unanimous)
10. **TO APPROVE THE MINUTES AS A CORRECT RECORD FOR THE PARISH COUNCIL MEETING HELD 22ND APRIL 2024** (Agenda item 12)
Resolved: The minutes to the meeting were approved as a correct record.
The resolution was correctly proposed and seconded (7 for, 1 abstention)
11. **MINUTE UPDATE FROM THE APRIL PARISH COUNCIL MEETING AND MAY CLERK'S REPORT.** (Agenda item 13) None
12. **RESPONSE TO MATTERS RAISED DURING PUBLIC PARTICIPATION AT THE PREVIOUS PARISH COUNCIL MEETING.** (Agenda item 14) None
13. **CRIME REPORT – to receive a police report for the parish .** (Agenda item 15)
A report was read to the meeting by the Chair.
14. **TO RECEIVE A WARD COUNCILLOR UPDATE** (Agenda item 16). No ward Cllrs were present.
15. **TO AUTHORISE BILLS FOR PAYMENT** (Agenda item 17)
Resolved: Direct payments, bank transfers, direct debits, and standing order payments as detailed totalling £22, 427.27 (incl. vat) were authorised for payment.
The resolution was correctly proposed and seconded (unanimous)
16. **TO CONSIDER AND COMMENT ON CURRENT PLANNING APPLICATIONS IN THE PARISH** (Agenda item 18):
- a. **24/P/0525/FUH 55 Woodborough Road**
Proposed installation of 1no. window to the South elevation.
The parish council voted to support approval of the planning application on condition that the error listing that the window is on the South elevation when it is on the West elevation is officially rectified on the NSC planning application.
The resolution was correctly proposed and seconded (unanimous)
- b. **24/P/0744/FUH 6 Roman Road**
Proposed erection of a single story, oak-framed rear extension.
It was noted that the proposed extension was in keeping with the surrounding area and that there had been no objections from neighbours.
The parish council voted to support approval of the planning application.
The resolution was correctly proposed and seconded (7 for, 1 abstention)
- c. **24/P/0772/TPO 11 Sandford Road**
The felling of the Ash Tree TP0 517 G6 & G7 located on the Winscombe Millennium Green Trustee land adjacent to the Winscombe community Association Land
The parish council voted to support approval of the planning application
The resolution was correctly proposed and seconded (unanimous)
- d. **24/P/0808/RM Land To The South Side Of Greenhill Lane**
Reserved matters application pursuant to 22/P/0227/OUT (Outline planning application with all matters reserved, except access, for demolition of existing structures on site (75 Greenhill Road) and

subsequent residential led mixed-use development comprising of up to 49no. residential dwellings (Class C3) and a change of use of land for education use (Use Class F1).

Councillors raised concerns that:

- The apartments and parking spaces were too close to the entrance and to the A368 causing visibility issues and traffic queues at busy times, especially during key school times.
- The proposed roads within the development consisted of several sharp bends that would impact on the visibility of oncoming traffic and could be dangerous to road users and pedestrians.
- Councillors would like consideration be given to how the designated school parking spaces would be monitored and controlled.

The parish council voted to support approval of the planning application.

The resolution was correctly proposed and seconded (5 for, 2 against, 1 abstention)

e. 24/P/0862/AOC Land East Of Hillview, Greenhill Lane

Request to discharge of conditions 7 (Energy) and 10 (Construction Method Statement)) on application 23/P/2657/FUL – for information only

f. 24/P/0822/FUH 64 Greenhill Road

Proposed erection of a single story extension to the North elevation, gabled first floor extension to the North elevation with 2no. roof lights. Extension and conversion of existing garage including creation of first floor above.

The parish council voted to support approval of the planning application on condition that any required ecological or bat reports are supplied.

The resolution was correctly proposed and seconded (unanimous)

g. 24/P/0824/FUH 17 Knapps Drive

Proposed erection of 2no. single story rear extensions, extension/alteration of existing loft, removal of existing rear dormer and installation of 7no. new roof lights.

It was noted that the proposed extension was in keeping with the Drive and similar to updates undertaken by neighbours.

The parish council voted to support approval of the planning application

The resolution was correctly proposed and seconded (unanimous)

17. TO NOTE PLANNING DECISIONS AND APPEAL NOTIFICATIONS SINCE THE LAST PARISH COUNCIL MEETING (Agenda item 19)

Planning Approvals

Application no	Address	Brief description
24/P/0076/FUH	The Birches, Hillyfields Way, Winscombe	Proposed erection of a single storey side extension.
24/P/0012/FUL	33 Wimblestone Road, Winscombe	Proposed erection of a porch to the East elevation..
22/P/0227/OUT	Quarry Close, Winscombe Hill, Winscombe	Demolition of the existing conservatory garden room and proposed erection of a single storey extension to form a new garden room and kitchen.
24/P/0112/FUL	Mendip Outdoor Pursuits, Lyncombe Drive, Sandford	Erection of a timber outdoor classroom
24/P/0054/FUH	3 Lynchmead, Winscombe	Proposed erection of a single storey extension to the North-West elevation, a two storey extension to the North/East elevations and a canopy front porch to the South-East elevation.

Withdrawn Applications

24/P/0386/TPO	21, The Green, Winscombe	1 Ash to be felled due to Ash dieback
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18. **BOX HEDGING AT ILEX LANE CEMETERY – to consider removal of all box hedging due to box tree caterpillar. Quotation for £720 received.**
 Resolved: That the quotation for £720 was accepted and JK Gardening should be instructed to remove all box hedging from the cemetery and take this away from site.
The resolution was correctly proposed and seconded (unanimous)
19. **TO CONSIDER PURCHASE OF HEDGE TRIMMER FOR SUITABLY TRAINED PARISH ORDERLIES AT A COST OF £490**
 Resolved: That a battery operated hedge trimmer be purchased for orderly use
The resolution was correctly proposed and seconded (7 for, 1 against)
20. **APPROVAL OF CHAIR’S COMMITTEE MINUTES FOR THE MEETING HELD ON 25TH APRIL 2024**
 It was noted that the minutes should read ‘Thursday’ 25th April and not ‘Monday’ 25th April. The minutes have been amended.
Resolved: That the minutes to the meeting held on 25th April 2024 were approved as a correct record.
The resolution was correctly proposed and seconded (unanimous)
21. **MATTERS FOR INFORMATION** (Agenda item 23)
- **None**

With no further business, the meeting concluded at 20:32 pm

Signed..... (Chair)

Date.....

Winscombe and Sandford Parish Council acknowledge the general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, race, gender, gender reassignment, sexual orientation, marital status, religion & belief, pregnancy & maternity, and disability) Crime and Disorder, Health & Safety and Human Rights.