



**A meeting of the Parish Council was held on.
Monday 22nd January 2024, 7.30pm,
Winscombe Community Centre, Amesbury Room**

Those present at the meeting:

Parish Cllrs Present: Zak Aravantinos, Kevin Baber, Mark Boddy, Archie Forbes (Chair), Kevin Joyce (Vice-Chair), Dylan Morris, Tom Nicholson (arrived during the meeting), Steve Pincher, Lynne Stephens (Vice-Chair), Jack Taviner, Larry van Haaren, and John Witcher

NSC Cllrs: Tom Nicholson **Members of the public:** Five

Parish Council Staff: Lynne Rampton (Clerk), and Emma Buckland (Deputy Clerk)

Parish Cllrs Absent: Simon Crew, and Paul Watkins

- 141. TO RECEIVE APOLOGIES FOR ABSENCE AND TO APPROVE REASONS FOR ABSENCE WHERE APPROPRIATE** (*Agenda item 1*) Apologies had been received from Parish Cllrs Crew and Watkins
- 142. DECLARATIONS OF INTEREST** (*Agenda item 2*). A non-pecuniary interest was declared by Cllr Forbes in agenda item 13b. The member was a friend of the property owner.
- 143. 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 3*).
Dispensations are granted to Parish Councillors under section 33 of the Localism Act 2011 and the Parish Council delegated the power to grant dispensations (s101 of the Local Government Act 1972) to the Clerk or appointed Deputy (see PC meeting 23.07.12 min 52 iv.). The request was granted to speak but not vote on the item for this meeting only.
- 144. APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 27TH NOVEMBER 2023** (*Agenda item 4*)
Resolved: That the minutes of the Parish Council Meeting held on the 27th of November 2023 were approved as a correct record of the meeting.
The resolution was correctly proposed and seconded (10 in favour with 1 abstention due to absence).
The minutes of the meeting would be signed by the Chair as a correct record.
- 145. MINUTE UPDATE FROM THE NOVEMBER PARISH COUNCIL MINUTES ALONG WITH THE JANUARY CLERK'S REPORT Annex 1** (*Agenda item 5*)
Min 125, WinSpace update. It was understood that the grant application from the Levelling Up Fund (£300k) had been approved.
- 146. CRIME REPORT – to receive a monthly police report for the parish Annex 2** (*Agenda item 6*)
A report was read to the meeting. There were no questions from parish councillors.
- 147. RESPONSE TO MATTERS RAISED DURING PUBLIC PARTICIPATION AT THE PREVIOUS MEETING OF THE PARISH COUNCIL** (*Agenda item 7*) There were no matters requiring a response.
- 148. PUBLIC PARTICIPATION** (*Agenda item 8*) *The Chair suspended the meeting.*
23/P/2554/FUH, Hill Farm. The applicant explained that conversion of the barn was to also conserve a redundant outbuilding.
23/P/2734/FUH Mufflands. Amendments to an already approved planning application reduced the size and scale of that approved.
23/P/2657/FUL Land east of Hillview. Improvements were advised of to an already approved application.
With no further members of the public wishing to speak, the meeting was re-convened by the Chair.
- 149. TO RECEIVE A WARD COUNCILLOR UPDATE** (*Agenda item 9*)
There were no NSC Councillors present at this time.

- 150. TO AUTHORISE BILLS FOR PAYMENT Annex 3 (Agenda item 10)**
Resolved: Direct payments, direct debits, standing order payments totalling ££15,357.61 (incl. vat) as detailed were authorised for payment.
The resolution was correctly proposed and seconded (unanimous)
- 151. TO RECEIVE A REPORT FROM A MEETING OF THE EMPLOYMENT, FINANCE AND POLICIES COMMITTEE HELD ON 15TH JANUARY AND TO CONSIDER RECOMMENDATIONS MADE Annex 4 (Agenda item 11):**
 Results of the November/December 2023 postal and on-line survey reaffirmed financial support for the new Winscombe Community Centre from the parish council through a grant (gift of £250,000) and a possible loan to the same value.
- a. To approve the minutes of the committee meeting held on 15th January.**
Resolved: That the minutes of the Employment, Finance & Policies Committee Meeting held on the 15th of January 2024 were approved as a correct record of the meeting.
The resolution was correctly proposed and seconded (7 in favour with 4 abstentions due to absence).
 The minutes of the meeting would be signed by the Committee Chair as a correct record.
- Cllr Nicholson arrived at the meeting.*
- b. To approve contributions, donations and grant applications as included in 2024/2025 budget.**
Resolved: Grants and donations, including the continuation of the Rural Outreach Citizens Advice Service in the parish were approved and should be included in budget proposals.
The resolution was correctly proposed and seconded (unanimous)
- c. To approve the recommendations and budget proposal for 2024/2025**
Resolved: The projected forecast figures (2023/24) and the proposed budget (2024/25), as considered by the committee were accepted and set by the council.
The resolution was correctly proposed and seconded (unanimous)
- d. To set a parish precept demand for 2024/2025**
 A Precept figure for the 2024/2025 financial year was increased from £185,500 to £191,000 and would mean a Local Council Element of Headline Council Tax per D Band property increase from £84.02 to £85.42 which was equivalent to a 1.7% increase per 'D' band property on the current financial year.
Resolved: The parish precept demand of £191,000, being a 1.7% increase on a D-Band property was approved and set by the parish council.
The resolution was correctly proposed and seconded (unanimous)
- e. Regular payments already made by direct debit or standing order – to reaffirm for 2024/25**
Resolved: That standing order and direct debit payments as detailed continue for 2024/2025
The resolution was correctly proposed and seconded (unanimous)
- f. Parish Council to adopt and implement a future forward financial plan to 2025.**
Resolved: The forward financial plan as presented was accepted and adopted by the parish council.
The resolution was correctly proposed and seconded (unanimous)
It was requested that thanks to the Clerk be recorded for the considerable work involved in the preparation works for budget and precept setting.
- 152. TO APPROVE THE MINUTES AS A CORRECT RECORD OF THE PLANNING COMMITTEE MEETING HELD ON 7TH DECEMBER 2023 (Agenda item 12)**
Resolved: That the minutes of the Planning Committee Meeting held on the 7th of December 2023 were approved as a correct record of the meeting.
The resolution was correctly proposed and seconded (7 in favour with 5 abstentions due to absence).
 The minutes of the meeting would be signed by the Committee Chair as a correct record.
- 153. TO CONSIDER AND COMMENT ON CURRENT PLANNING APPLICATIONS IN THE PARISH (Agenda item 13):**
Cllr Nicholson took no part in the voting on any planning application at this meeting.
- a. 23/P/2554/FUH 43 Sidcot Lane**
Proposed demolition of existing front porch and rear extensions with subsequent erection of a replacement single storey rear extension and canopy front porch. Proposed creation of a first floor with the erection of

6no. dormers. Fenestration alterations at all elevations including the removal, replacement, and installation of multiple windows/doors.

Due to the size of the plot, it was agreed that the extension would not change the existing access or parking.

Resolved: Although NSC had already granted planning approval, the council voted to support approval of the planning application.

The resolution was correctly proposed and seconded, (11 in favour, 1 abstention)

b. 23/P/2594/FUL Hill Farm

Proposed change of use of an existing barn to holiday accommodation use.

Resolved: The council voted to support approval of the planning application.

The resolution was correctly proposed and seconded, (10 in favour, 2 abstentions – that included Cllr Forbes abstaining from the vote due to a previously declared interest)

c. 23/P/2663/LDE The Coach House (for information only)

Certificate of Lawfulness in respect of existing building operations and creation of a dwellinghouse (Use Class C3).

d. 23/P/2616/TPO 101 The Lynch Red horse chestnut (T1) - Reduce height by 1.5m and lateral spread by 2m. Crown lift over neighbouring garden to 3.5m above ground level.

It was noted that a previous crown lift in 2004 had been sympathetically achieved.

Resolved: The council voted to leave the decision to the Tree Officer.

The resolution was correctly proposed and seconded, (11 in favour, 1 abstention)

e. 23/P/2657/FUL Land East of Hillview, Greenhill Lane

Proposed erection of 1no. dwelling with detached garage. Creation of hard standing and landscaping alterations.

Resolved: The council voted to support approval of the planning application on condition that the garage is not converted into a dwelling at a future date.

The resolution was correctly proposed and seconded, (11 in favour, 1 abstention)

f. 23/P/2734/FUH Mufflands, Yadley Lane

Proposed demolition of existing connected garage and canopy. Erection of a detached garage, canopy porch and a single storey rear extension. roofing alterations including, removal of existing chimney stack and installation of 1no. rooflight, 2no. sun-tunnels, 1no. flue and solar panels to the South elevation. Landscaping and fenestration alterations at all elevations including the removal, replacement, and installation of windows/doors.

Resolved: The council voted to support approval of the planning application.

The resolution was correctly proposed and seconded, (11 in favour, 1 abstention)

g. 23/P/2756/AOC Banwell Bypass Land to North and East of Banwell Including Mitigation Highway Land in Sandford, Winscombe and Churchill (for information only)

Request to discharge condition numbers 3, 4, 5, 6, 7(b), 7(j), 7(l), 14(a-d), 14(f-h), 14(i), 14(jk), 15, 16, 18, 20, 21, 22, 23, 25, 29 and 31 on application 22/P/1768/R3EIA.

h. 23/P/2759/NMA Banwell Bypass Land to North and East of Banwell Including Mitigation Highway Land in Sandford, Winscombe and Churchill (for information only)

Non material amendment to planning permission 22/P/1768/R3EIA (construction of a 3.3km single carriageway road from the A371 Summer Lane to A368 Towerhead Road, including a 3m shared use path to Sandford, one bridge, ten culverts, associated infrastructure, and landscaping. Construction of a 0.63km (including junction link to Banwell Bypass) single carriageway Southern Link Road, including associated infrastructure and landscaping. Mitigation and enhancement measures, which consist of environmental mitigation and enhancement measures in connection with the Banwell Bypass and the Southern Link including flood compensation areas, planting and habitat creation, attenuation basins, replacement playing fields at Banwell Football Club, associated infrastructure and landscaping. Placemaking improvements within Banwell, comprising mitigation and enhancement measures to the public realm. Demolition of a wall at 25 Castle Hill. Active travel routes including works to footpaths, cycleways, and bridleways. Improvements to the wider local road network in Sandford, Churchill, Winscombe and Locking and creation of shared use paths between Sandford and Churchill and Langford and Churchill) to allow for amendments to the design as listed in covering letter dated 13 December 2023.

i. 23/P/2772/FUL Sloughpitt Farm

Proposed conversion of 1no. dwelling into 2no. Semi-detached cottages. Works to include; Demolition of existing rear and side extensions, raising of ridge height of proposed new cottage to match existing building and fenestration alterations at all alterations including the removal, replacement and installation of windows/doors.

Concern was raised that the changes to the parking spaces were insufficient as there would be difficulty in safely turning and exiting the properties.

Resolved: The council voted to recommend REFUSAL of the planning application.

The resolution was correctly proposed and seconded, (5 in favour, 3 against, 4 abstentions)

154. TO NOTE PLANNING DECISIONS AND APPEAL NOTIFICATIONS SINCE THE LAST PARISH COUNCIL MEETING (Agenda item 14)

Planning Approvals

| Application | Address | Brief description |
|---------------|--|--|
| 23/P/2422/FUH | Walnut Hill, Barton Road | Proposed conversion and erection of a single storey extension |
| 23/P/2285/TPO | 3 Brae Rise | T - 1 Oak crown reduction by up to 1.5 mtrs |
| 23/P/2215/MMA | 53 Sidcot Lane | Minor Material Amendment to application 21/P/1494/FUH |
| 23/P/1934/FUL | Haverson Barn, Winterhead | Proposed conversion of existing outbuilding |
| 23/P/1164/FUL | Land South West of Drove Way, Sandford | Change of use of the land from agricultural to equestrian |
| 22/P/2929/TPO | Land At Dabinett Drive | T1 - selective limb reduction, dead wood removal |
| 22/P/2545/TPO | Gransden Cottage 48 Church Road | T1 - T2 Ash and Sycamore crown raise over property |
| 21/P/0583/HED | Winscombe Water Recycling Centre Max Mill Lane | Removal of 10m hedgerow |
| 23/P/2476/FUH | Rainbow House Oakridge Lane Winscombe | Proposed erection of a rear dormer to provide more headroom to rear of existing bedroom. |

Withdrawn Applications

| | | |
|---------------|-----------------------------------|---|
| 23/P/2236/FUH | 64 Greenhill Road | Proposed erection of a two-storey extension |
| 23/P/2326/LBC | Myrtle Farm Station Road Sandford | Listed building consent for the proposed replacement of 4n existing windows to the front of the property. and the porch |

155. NSC CONSULTATION ON PUBLIC TRANSPORT IN NORTH SOMERSET – PARISH COUNCIL TO CONSIDER & COMMENT. (Agenda item 15)

Documentation supporting this consultation were considered to be complex. Members were invited to submit individual comments to NSC before the consultation close date.

156. TO RECEIVE AND AGREE A DRAFT LEASE AGREEMENT FOR THE RENT OF A PARISH OFFICE ON THE MYRTLE FARM SITE. (Agenda item 16)

Members considered this to be a fairly standard lease rental agreement for an initial 12-month period. Independent legal advice was awaited from council solicitors.

Resolved: That subject to confirmation from the parish council legal team, that the lease agreement is accepted and signed on behalf of the parish council.

The resolution was correctly proposed and seconded, (unanimous)

157. TO CONSIDER A QUOTATION FOR THE REPLACEMENT OF A STREET LIGHT AND BRACKET ON HELENS ROAD AT A COST OF £594 PLUS VAT (Agenda item 17)

Resolved: That the lantern should be replaced at a cost of £594 plus vat

The resolution was correctly proposed and seconded (unanimous)

158. PARISH COUNCIL TO CONSIDER APPLICATIONS TO FILL THE ONE PARISH COUNCILLOR VACANCY BY CO-OPTION. (Agenda item 18)

One application to fill the last vacant position following an uncontested election in May 2023 had been received.

Resolved: That Laurence Heaven be duly co-opted onto the parish council.

The resolution was correctly proposed and seconded (unanimous)

159. **TO NOTE AMENDMENTS TO THE PUBLIC CONTRACTS REGULATIONS 2015 AND TO UPDATE ADOPTED FINANCIAL REGULATIONS AND STANDING ORDERS.** (*Agenda item 19*)

Resolved: As noted in the internal audit report, adopted Standing Orders and Financial Regulations were duly updated with the increases to the thresholds over which contracts must be competitively purchased, in line with the recent amendments to the Public Contracts Regulations 2015.

The resolution was correctly proposed and seconded, (unanimous)

160. **TO CONSIDER UPDATING PARISH COUNCIL LOGO, AND TO INVOLVE LOCAL SENIOR SCHOOLS IN THE DESIGN?** (*Agenda item 20*)

In discussion, it was considered that the current parish council logo had served the council well over a lengthy period of time. With more digital engagement, an updated design could be considered that represented different aspects of the parish. A brief could be written for guidance, and involvement from local senior schools suggested.

Resolved: That a guidance brief be written for parish council approval, along with consideration of a prize for the winning entry?

The resolution was correctly proposed and seconded, (unanimous)

161. **MATTERS FOR INFORMATION** (*Agenda item 21*)

- **Football Club plans for changes to the WMRG sports changing rooms** – in February 2020 consent had been given to Winscombe Football Club to install shower and toilet facilities in an additional football changing room (facilities already in situ in one changing room to comply with football league requirements). To date works have not been carried out. With the introduction of three girls teams the football club would now like to proceed with these approved works.
In discussion, members agreed that the football club would be responsible for the installation and future maintenance for shower, toilet and associated works installed in individual change rooms.
- **NSC Cllr Update** – NSC Cllr Nicholson invited questions from members to take back to NSC. There were none.

With no further business, the meeting concluded at 8.25 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.

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