



A meeting of the Parish Council was held on. Monday 25th March 2024, 7.30pm, Sandford Village Hall

Those present at the meeting:

Parish Cllrs Present: Zak Aravantinos, Kevin Baber, Mark Boddy, Simon Crew, Archie Forbes (Chair), Laurence Heaven, Kevin Joyce (Vice-Chair), Dylan Morris, Lynne Stephens (Vice-Chair), Jack Taviner, Larry van Haaren, Paul Watkins and John Witcher.
(Two members arrived at agenda item 6 and were therefore not present for the first vote)

Members of the public: Three

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

Parish Cllrs Absent: Steve Pincher, and Tom Nicholson

184. **TO RECEIVE APOLOGIES FOR ABSENCE AND TO APPROVE REASONS FOR ABSENCE WHERE APPROPRIATE** (*Agenda item 1*) Apologies had been received from Parish Cllrs Pincher, and Nicholson
185. **DECLARATIONS OF INTEREST** (*Agenda item 2*). No interest declared.
186. **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.). None
187. **APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 26TH FEBRUARY 2024** (*Agenda item 4*)
Resolved: That the minutes of the Parish Council Meeting held on the 26th February 2024 were approved as a correct record of the meeting.
The resolution was correctly proposed and seconded (9 in favour with 2 abstentions due to absence).
The minutes of the meeting would be signed by the Chair as a correct record.
188. **MINUTE UPDATE FROM THE FEBRUARY PARISH COUNCIL MINUTES ALONG WITH THE MARCH CLERK'S REPORT** *Annex 1 (Agenda item 5)*
There were none.
189. **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.
190. **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.
191. **PUBLIC PARTICIPATION** (*Agenda item 8*) *The Chair suspended the meeting.*
23/P/2348/FUL Mendip Activity Centre
The applicant explained the need for the construction and the use of the lake due to the lack of affordable and accessible outdoor water sports provision in North Somerset. Questions were answered by the applicant regarding biodiversity and objections to the application.
With no further members of the public wishing to speak, the meeting was re-convened by the Chair.
192. **TO RECEIVE A WARD COUNCILLOR UPDATE** (*Agenda item 9*)
With no Ward Councillors present, there was none.
193. **TO AUTHORISE BILLS FOR PAYMENT** *Annex 3 (Agenda item 10)*

Resolved: Direct payments, direct debits, standing order payments totalling £28,137.17 (incl. vat) as detailed were authorised for payment.

The resolution was correctly proposed and seconded (12 in favour, 1 abstention)

194. TO CONSIDER AND COMMENT ON CURRENT PLANNING APPLICATIONS IN THE PARISH (Agenda item 11):

a. 23/P/2348/FUL Mendip Activity Centre

Construction of a Water sports Lake (non-motorised activity lake) (Use Class F2) and ancillary store building, with associated infrastructure and works including landscaping, parking, and track.

Concern was raised about the Water Sports Lake and ancillary store building constructed in the AONB. It was felt that it was a positive and accessible scheme for children.

Resolved: The council voted to support the approval of the construction of a Water Sports Lake (non-motorised activity lake).

The resolution was correctly proposed and seconded, (8 in favour, 2 against, 3 abstentions)

Resolved: The council voted to recommend refusal of the construction of an ancillary store building
The resolution was correctly proposed and seconded, (7 in favour, 5 against, 1 abstention)

Resolved: The council voted to recommend refusal of the construction of an ancillary store building only but accept associated infrastructure and works including landscaping, parking, and track.
The resolution was correctly proposed and seconded, (7 in favour, 5 against, 1 abstention)

Resolved: The council voted to support the approval of associated infrastructure and works including landscaping, parking, and track.

The resolution was correctly proposed and seconded, (9 in favour, 2 against, 2 abstention)

b. 24/P/0386/TPO 21 The Green

One Ash to be felled due to Ash dieback.

The council voted to defer the decision to the Tree Officer.

The resolution was correctly proposed and seconded, (12 in favour, 1 abstention)

195. TO NOTE PLANNING DECISIONS AND APPEAL NOTIFICATIONS SINCE THE LAST PARISH COUNCIL MEETING (Agenda item 12)

Approved Applications

Application no	Address	Brief description
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
23/P/1616/FUL	Guild House, Greenhill Road	Proposed erection of an agricultural storage building.

Withdrawn Applications

23/P/2772/FUL	Sloughpitt Farm, Sandford Road	Proposed conversion of 1no. dwelling into 2no. Semi-detached cottages.
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196. TO RECEIVE AND NOTE A REPORT FROM THE APPOINTED PARISH COUNCIL INTERNAL AUDITOR FOR THE PERIOD 1ST OCTOBER 2023 – 29TH FEBRUARY 2024 (Agenda item 13).

Resolved: The report was duly received and accepted by the meeting. It was noted that due to an increase in reserve levels, the level of fidelity cover should be reviewed at next insurance renewal.

The resolution was correctly proposed and seconded (unanimous)

197. WINSCOMBE COMMUNITY ASSOCIATION (WCA) GRANT MONIES AND LOAN APPLICATION. *With proven community support for the project, Parish Council to resolve to seek approval of the Secretary of State for Levelling Up, Housing and Communities to apply for a PWLB loan of £250,000 over the borrowing term of 30 years to enable a donation towards the build of a new community centre for the parish . The annual loan repayments will come to around £17,000.* (Agenda item 14)

Community support for the parish council to gift as well as loan funds towards the new build centre had been confirmed through two parish council public consultations both on-line, and in hard copy newsletters to all homes in the parish in 2021 and 2023. The WCA had submitted a formal letter to the parish council

requesting grant monies for the build of the new centre at this time, with a potential loan to be considered at a future date once legalities of this had been confirmed.

In discussion it was suggested that a caveat should be included with the gifting of grant monies for the centre that this was conditional on the new centre being built in accordance with amended planning application 24/P/0539/NMA. An office space would be provided for the parish council in the new building (rental costs yet to be agreed).

Resolved: With proven community support for the project, the Parish Council resolved to seek approval of the Secretary of State for Levelling Up, Housing and Communities to apply for a PWLB loan of £250,000 over the borrowing term of 30 years to enable a donation towards the build of a new community centre for the parish. The annual loan repayments would total around £17,000 annually.

Following numerous Community Association presentations on progress of the project to the parish council, annual parish assemblies and attendance at community fetes since 2015, the parish council considered that there was clear community support for the project and provision had been allocated within approved parish council budgets for repayment of the grant aspect of the loan application since 2022/23 to allow the Community Association to call upon the funding at a time when they were able to progress the new centre build. The Parish Council precept demand for 2024/25 had increased by 1,7% to again include a new loan repayment and parishioners were aware of the likely annual cost of the project of £8 per household through the recent hardcopy newsletter and survey in late 2023.

The resolution was correctly proposed and seconded (12 in favour, 1 against)

198. TO RECEIVE A REPORT FROM A MEETING OF THE ENVIRONMENT WORKING GROUP HELD ON 11TH MARCH 2024. (Agenda item 15)

A report of the meeting had been circulated to members. There were no recommendations for approval, but it was noted that as agreed, a parish litter picking event had taken place to coincide with 'The Great British Spring Clean.' Despite advertising, the event had not been well attended due to inclement weather conditions. Cllr Witcher was thanked for 'braving the weather' and supporting the community event. It was anticipated that another litter pick would be arranged in September 2024.

199. TO RECEIVE A REPORT FROM A MEETING OF THE CEMETERY & ALLOTMENT WORKING GROUP HELD ON 18TH MARCH 2024 AND TO CONSIDER RECOMMENDATIONS MADE TO THE COUNCIL (Agenda item 16):

a. Cemetery Roadway bollards – working group recommends that these are no longer locked and allotment holders to be reminded the roadway should only be used in exceptional circumstances when receiving heavy deliveries.

Considerable discussion took place on this agenda item. Working Group Members, along with other Parish Councillors debated the rationale for the installation of the bollards in the first instance versus having bollards in situ if these did not prevent unauthorised vehicular access to open land. Unlocked bollards were not consistent with other parish council owned areas.

Resolved: The working group recommendation should be rejected and that padlocks be reinstated (combination) to the two cemetery bollards. Allotment holders should be reminded that the clerk and deputy, along with the Orderly could be contacted in advance, by those requiring access to allotments for heavy deliveries.

The resolution was correctly proposed and seconded (12 in favour, 1 against)

b. Parish Council to consider purchase and replacement of a tree (honey fungus resistant).

Resolved: Planting of a new tree was deferred to a next group meeting Autumn 2024 to coincide with the new planting season. Consideration would need to be given to the tree height at maturity in relation to overhead electricity lines.

The resolution was correctly proposed and seconded (All in favour)

c. Memorial Trees – working group recommend upholding of a previous recommendation (Mar 2020) to limit height of approved trees so as not to restrict views out from the cemetery.

Resolved: The parish council agreed to uphold a previous decision of the Cemetery & Allotment Working Group (so as not to impede views from the cemetery), to restrict height of ornamental trees in the memorial tree area of the cemetery to a maximum maturity height of 3m, and canopy of 2.5m.

The resolution was correctly proposed and seconded (All in favour)

200. **TO RECEIVE A REPORT FROM A MEETING OF THE CHAIR'S COMMITTEE HELD ON 18TH MARCH 2024 AND TO APPROVE THE MINUTES FROM THAT MEETING – *urgent works required to unblock a pipe between a pc owned gully and the connection with a surface water sewer on the access roadway to the recreation ground at a cost of £650 plus vat (Agenda item 17)***
Resolved: That the minutes of the Chair's Committee Meeting held on the 18th March 2024 were approved as a correct record of the meeting.
The resolution was correctly proposed and seconded (11 in favour with 2 abstentions). The minutes of the meeting would be signed by the Chair as a correct record.
201. **TO CONSIDER A REQUEST FROM SANDFORD VILLAGE HALL FOR A CONTRIBUTION OF £50 - £100 TOWARDS D-DAY CELEBRATION REFRESHMENTS FOR SANDFORD RESIDENTS (Agenda item 18).** It was suggested that the village hall group should apply to the parish Flags and Festivals Group for a donation as they were considering other parish events for the D-Day celebrations.
Resolved: The funding request was refused
The resolution was correctly proposed and seconded (5 in favour, 4 against, 4 abstentions).
MOTION REFUSED
202. **ANNUAL PARISH ASSEMBLY AND INTRODUCTION OF A NEW VILLAGE AWARD? *Suggestions for potential speakers welcomed (Agenda item 19).***
Suggestions for speakers should be submitted to the office to enable invitations to be made as soon as possible for the Annual Assembly to be held on 13th May 2024.
Resolved: That a new annual community volunteer award be introduced for the 2024 Assembly with nominations taken from parishioners.
The resolution was correctly proposed and seconded (12 in favour, 1 against).
203. **TO CONSIDER PURCHASE OF A NEW PC LAPTOP AND DOCKING STATION. UPGRADE REQUIRED TO OLD IT EQUIPMENT FOR DEPUTY CLERK (£2,000 included within pc budgets) (Agenda item 20)**
A background paper had been prepared and circulated to members in advance of the meeting comparing four potential laptop computers. The current desktop computer used by the Deputy Clerk had a slow processor and limited design capabilities making this unsuitable for website design, digital newsletters and increased social media posts.
Resolved: That a Microsoft surface laptop be purchased at a cost of £1,799 from within the 2023/24 budget.
The resolution was correctly proposed and seconded (12 in favour, 1 against).
204. **WAR MEMORIAL RECREATION GROUND CONTINUING DRAINAGE REPAIR WORKS AND FOUL SEWER REPAIRS. *To consider quotations and appoint a groundworks contractor to carry out phase 1 works to renew an existing clay pipe (section 37 of drainage survey plan). Works deferred from 2023/24 budgets to cause least disruption to sports clubs using the grounds, clubhouses and changing facilities (Agenda item 21).***
Three quotations for phase 1 works to replace an ageing foul sewer system had been received by the council in October 2023. Of the four invitations to tender, two quotations had been received in the current round for quotations.
Resolved: That contractor 1 be appointed and instructed to carry out foul sewer repairs at the grounds at a cost of £8,400 plus vat. Porta toilets should also be hired for the durations of the works. The resolution was correctly proposed and seconded (All in favour).
Contract awarded to BR Day Groundworks.
205. **TO CONSIDER AND COMMENT ON A NSC CONSULTATION - SHAPE NEW BUS SERVICE IMPROVEMENT PLANS FOR A38/A368 JUNCTION (CHURCHILL) (Agenda item 22)**
A response was considered and agreed by the council.
206. **TO CONSIDER AND COMMENT ON A NSC CONSULTATION – WASTE CONSULTATION (Agenda item 23)**
Item deferred to the April Parish Council meeting.
207. **TO CONSIDER AND COMMENT ON A NSC CONSULTATION FOR A NEW PARKING MANAGEMENT STRATEGY AND ACTION PLAN, INTRODUCTION OF PARKING CHARGES IN NEW AREAS AND THE INTRODUCTION OF A SHORT-STAY PARKING PERMIT (Agenda item 24).**
Item deferred to the April Parish Council meeting.

208. TEMPORARY OFFICE MOVE UPDATE. NECESSARY EXPENDITURE ASSOCIATED WITH REMOVAL COSTS TO BE DELEGATED TO THE CHAIR’S COMMITTEE (Agenda item 25).

As previously agreed at a meeting held on 24th January 2024 (min 156), the lease agreement for office accommodation for a 12-month period had been signed on behalf of the council for the temporary office move to the Myrtle Farm Site. Removal, storage, and other associated costs would be incurred for the move that was anticipated week commencing 22nd April.

Resolved: That expenditure associated with the office relocation be delegated to the Chair’s Committee for approval.

The resolution was correctly proposed and seconded (All in favour).

209. MATTERS FOR INFORMATION (Agenda item 26)

- **Banwell Bypass** – it was noted that the contractor had withdrawn from the project. An update of the current situation should be included for information at the next meeting.

With no further business, the meeting concluded at 9.35 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.