



**A meeting of the Parish Council was held on.
Monday 27th November 2023, 7.30pm,
Winscombe Community Centre, Amesbury Room**

Those present at the meeting:

Parish Cllrs Present: Zak Aravantinos, Kevin Baber, Mark Boddy, Simon Crew, Archie Forbes (Chair), Kevin Joyce (Vice-Chair), Dylan Morris, Steve Pincher, Jack Taviner, Larry van Haaren, and John Witcher

NSC Cllrs: Joe Tristram **Police:** None present

Members of the public: Four including members of the WinSpace development team

Deputy Clerk: Emma Buckland

Parish Cllrs Absent: Lynne Stephens (Vice-Chair), Paul Watkins, Tom Nicholson

- 118. TO RECEIVE APOLOGIES FOR ABSENCE AND TO APPROVE REASONS FOR ABSENCE WHERE APPROPRIATE** (*Agenda item 1*) Apologies had been received from Parish Cllrs Stephens, Watkins and Nicholson
- 119. DECLARATIONS OF INTEREST** (*Agenda item 2*). A non-pecuniary interest was declared by both Cllr Forbes and Cllr Aravantinos in agenda item 11f. Both Councillors are neighbours of the property owners.
- 120. 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 requests were granted to speak but not vote for this meeting only.
- 121. APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 23RD OCTOBER 2023** (*Agenda item 4*)
Resolved: That the minutes of the Parish Council Meeting held on the 23rd October 2023 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 were signed by the Chair as a correct record.
- 122. MINUTE UPDATE FROM THE OCTOBER PARISH COUNCIL MINUTES ALONG WITH THE NOVEMBER CLERK'S REPORT** *Annex 1 (Agenda item 5)* There were none.
- 123. CRIME REPORT – to receive a monthly police report for the parish** *Annex 2 (Agenda item 6)*
A report was read to the meeting.
- 124. 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.
- 125. PUBLIC PARTICIPATION** (*Agenda item 8*) *The Chair suspended the meeting.*
a. To receive an update from members of the WinSpace Team
A project update was given to the meeting detailing the applications for large grants from both the National Lottery (£200k) and the Levelling Up Fund (£300k). Both are at due diligence stage following visits from the funding bodies and decisions are expected before the end of 2023. The Parish Survey is currently live and ends on 20/12/23 – further awareness for the survey will be gained from social media and at the Winscombe Late-night shopping event. A decision point for the project will be reached in January following the results of the survey and grant funding results.

A member of the public spoke about attending the North Somerset Council Planning Meeting at which 68 properties at Coombe Farm was approved. They expressed their dissatisfaction with the process and the result.

A member of the public spoke in support of the Planning Application for Guild House, Greenhill Road (Agenda item 11 b). He explained that it was for agricultural purposes only and would make better use of the land.

With no further members of the public wishing to speak, the meeting was re-convened by the Chair.

- 126. TO RECEIVE A WARD COUNCILLOR UPDATE (Agenda item 9)**
NSC Councillors reported that the Banwell Bypass had been given the full approval. The new section of the Strawberry Line had opened but concerns had been raised over the path surface for wheelchair users, which will be investigated further. There is no update on the removal of the covenant on The Headmasters Cottage, but further assistance is being sought.
- 127. TO AUTHORISE BILLS FOR PAYMENT Annex 3 (Agenda item 10)**
Resolved: Direct payments, direct debits, standing order payments totalling £15,035.99 (incl. vat) as detailed were authorised for payment.
The resolution was correctly proposed and seconded (unanimous)
- 128. TO CONSIDER AND COMMENT ON CURRENT PLANNING APPLICATIONS IN THE PARISH (Agenda item 11):**
- a. 23/P/1505/FUH 48 Greenhill Road**
Proposed demolition of the north existing garage and erection of a new garage to the north elevation
Resolved: The council voted to support approval of the planning application.
The resolution was correctly proposed and seconded (unanimous)
- b. 23/P/1616/FUL Guild House Greenhill Road**
Proposed erection of an agricultural storage building to be used for the storage of agricultural machinery and hay and stone hard standing area.
Resolved: The council voted to support approval of the planning application.
The resolution was correctly proposed and seconded (9 in favour, 1 against, 1 abstentions)
- c. 23/P/2215/MMA 53 Sidcot Lane**
Minor Material Amendment to application 21/P/1494/FUH (Conversion of existing garage to living accommodation, single storey side extension with the installation of front dormer and a rear dormer without window. 2no. dormers to front elevation of main dwelling and porch to side elevation.) to allow for a larger footprint to facilitate thermal insulation, material alteration of approved roof tiling and creation of 'Catslide' Dormer at the North Elevation with 2no. rooflights.

Concern was raised that this was a retrospective application and that the conversion does not represent the original plans or footprint. It was also noted that the roof tiles were not in keeping with neighbouring properties and were a change from the original approval.
Resolved: The council voted to recommend REFUSAL of the planning application.
The resolution was correctly proposed and seconded (8 in favour, 3 abstentions)
- d. T - 1 Oak crown reduction by up to 1.5 mtrs**
The council referred the application to the Tree Officer for decision.
- e. 23/P/2326/LBC Myrtle Farm**
Listed building consent for the proposed replacement of 4no. existing windows to the front of the property and the porch with like for like styles in painted Accoya wood with 14mm Heritage double glazed units.
Resolved: The council voted to support approval of the planning application.
The resolution was correctly proposed and seconded (unanimous)
- f. 23/P/2421/FUL Nut Tree Farm**

Retention of a gateway and associated culvert installed by National Grid as part of the Hinkley Point scheme.

**Resolved: The council voted to support approval of the planning application.
The resolution was correctly proposed and seconded (9 in favour unanimous)
(2 Councillors abstained due to pre-declaration of interests - Agenda item 2)**

g. 23/P/2422/FUH Walnut Hill

Proposed conversion and erection of a single storey extension to the existing attached garage to form a kitchen/dining and living area. Infilling of existing porch to create a bathroom, erection of a new replacement front porch and a new detached double garage.

It was agreed to request that if North Somerset Council was minded to approve this planning application that certain conditions be considered .

- 1. That the new detached double garage remains a garage and does not become a dwelling, annexe or rental property.**
- 2. That there is no exterior lighting as per the AONB Dark Skies Policy.**

**Resolved: The council voted to recommend REFUSAL of the planning application unless conditions were met.
The resolution was correctly proposed and seconded (10 in favour, 1 abstentions)**

h. 23/P/2476/FUH Rainbow House

Proposed erection of a rear dormer to provide more headroom to rear of existing bedroom.

**Resolved: The council voted to support approval of the planning application.
The resolution was correctly proposed and seconded, (unanimous)**

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

Planning Approvals

Application no	Address	Brief description
23/P/1821/FUH	53 The Lynch	Proposed erection of a single storey rear extension
23/P/1796/FUH	1 Observatory Field	Proposed erection of a single storey rear extension
23/P/1755/TPO	Sewell House Belmont Rd	Oak remove lower dead branches for safety reasons
23/P/1445/OUT	52 Woodborough Road	Demolition of existing Church hall and erection of replacement Church and Community Centre
23/P/0336/LBC	Barton Farm Barton Road	Listed building consent for replacement windows, doors and refurbish main roof

Withdrawn Applications

22/P/2479/OUT	Land at Well Close	Outline planning for 9 bungalows
---------------	--------------------	----------------------------------

130. NSC CONSULTATION ON LIST OF PLANNING APPLICATION REQUIREMENTS (Agenda item 12)

Members were encouraged to comment individually on the consultation.

No Comments

131. OLDER PEOPLES SERVICE – GRANT FUNDING REQUEST (Agenda item 12)

Decision on an application to fund the continuation of a role that provided help for vulnerable people in the district through an Older Peoples Support Scheme was required at this time. Background information to support the request for £5,000 had been provided to members in advance of the meeting.

Resolved: The council voted to support approval of the grant application and would include £2,500 in the 2024/25 budget.

The resolution was correctly proposed and seconded (10 in favour, 1 abstentions)

132. TO RECEIVE A REPORT ON MEETING OF THE WAR MEMORIAL RECREATION GROUND ADVISORY COMMITTEE HELD ON 6TH NOVEMBER AND TO CONSIDER RECOMMENDATIONS MADE (Agenda item 13):

a. It was recommended that a further 2m banner is purchased at a cost of around £120 is purchased and then installed in the carpark, adjacent to the Strawberry Line

Resolved: That an additional banner for the recreation ground is purchased

The resolution was correctly proposed and seconded (10 in favour, 1 abstentions)

- b. *It was recommended that the Heartsafe Emergency Bleed Kit should be purchased and attached to the defibrillator cabinet at the grounds.*
Resolved: That an emergency bleed kit for the recreation ground is purchased at a cost of £199 plus vat.
The resolution was correctly proposed and seconded (unanimous)
133. **TO RECEIVE A REPORT ON MEETING OF THE ENVIRONMENT WORKING GROUP HELD ON 13TH NOVEMBER AND TO CONSIDER RECOMMENDATIONS MADE (Agenda item 14):**
- a. *It was recommended that works are instructed to add an additional arm to the Barton Road fingerpost sign at a cost of £630 + vat.*
Resolved: That works as detailed to install a third arm on this fingerpost sign are instructed.
The resolution was correctly proposed and seconded (7 in favour, 4 against)
- b. *The Biodiversity Policy as amended was recommended to the Parish Council for adoption.*
Resolved: The new biodiversity policy was adopted by the parish council.
The resolution was correctly proposed and seconded (unanimous)
134. **TO INSTALL A NEW SURFACE WATER DRAINAGE LINE TO PICK UP DIVERTED DOWN PIPE FROM CHANGING ROOM ROOF. COST OF £5000. (Agenda item 15)**
Proposed works to install a new gully at the bottom of the downpipe to take surface water away, and to connect this into the existing surface water mainline located on the edge of the cricket field were described to the meeting. There was also a separate connection proposed to increase the amount of water that the existing ACO channels take away from the area during rainfall. A damaged Manhole Cover between the changing rooms and the containers/tractor shed was also due to be replaced.
- Quotations for the works had been requested from four contractors, with three responses having been received.
Resolved: That contractor 1 is appointed to proceed with works as detailed at a cost of £5,400 plus vat.
The resolution was correctly proposed and seconded (unanimous)
Contract awarded to BR Day
135. **TO NOMINATE PC REPRESENTATIVE FOR A WMRG DRAINAGE COMMITTEE (Agenda item 16)**
Resolved: Cllr Taviner was duly nominated to represent the parish council
The resolution was correctly proposed and seconded (unanimous)
136. **TO AUTHORISE INSTRUCTION OF PLAY AREA MAINTENANCE WORKS AS DETAILED IN ROSPA INSPECTION REPORT AT A COST OF £473.64 PLUS VAT. (Agenda item 17)**
Resolved: That maintenance works to the aerial runway and basket swing at the Sandford Play area are instructed,
The resolution was correctly proposed and seconded (unanimous)
137. **TO AUTHORISE REPLACEMENT OF LANTERNS C1, C2, C3, & C4 ON WOODBOROUGH CRESENT. (Agenda item 18)**
Resolved: That the four lanterns are replaced at a cost of £2,426 plus vat
The resolution was correctly proposed and seconded (unanimous)
As proven when seeking tenders for the street lighting contract in October, this is specialist work with few companies responding to quotation requests.
138. **TO RECEIVE AN INTERNAL AUDIT REPORT FOR THE PERIOD 1ST APRIL 2023 – 30TH SEPTEMBER 2023 AND TO NOTE RECOMMENDATIONS CONTAINED THEREIN, AND TO AGREE ENGAGEMENT LETTER. (Agenda item 19)**
Resolved: The internal audit report and recommendation was duly noted by the council. Adopted Standing Orders and Financial Regulations would be updated for the increases to the thresholds over which contracts must be competitively purchased, in line with the recent amendments to the Public Contracts Regulations 2015 at the January council meeting.
The engagement letter was agreed and should be signed and returned on behalf of the council.
The resolution was correctly proposed and seconded (unanimous)

139. TO CONFIRM INCREASE TO SALARY PAY SCALES FOR THE CLERK AND DEPUTY CLERK W.E.F 1ST APRIL 2023 (Agenda item 20)

The council received details of increased pay scales for the Clerk and Deputy Clerk. These would be paid in accordance with contracts of employment.

The resolution was correctly proposed and seconded (unanimous)

140. MATTERS FOR INFORMATION (Agenda item 21)

- **Christmas Late Night Shopping Evening** – this was to take place on Tuesday 5th December 6–9pm.
- The next planning meeting will take place on Thursday 7th December and will include the Mead Farm Development

With no further business, the meeting concluded at 9 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.