****

**A meeting of the Parish Council was held on.**

**Monday 22nd July 2024, 7.30pm,**

**at Winscombe Community Centre, Amesbury Room**

Those present at the meeting:

**Parish Cllrs Present:** Zak Aravantinos, Kevin Baber, Simon Crew, Archie Forbes (Chair), Kevin Joyce (Vice-Chair), Dylan Morris, Lynne Stephens (Vice-Chair), Jack Taviner, and John Witcher

**Clerk**: Lynne Rampton **Deputy Clerk:**  Emma Buckland

**Members of the public:** One

**Parish Cllrs Absent:** Mark Boddy, Laurence Heaven, Tom Nicholson, Steve Pincher, Larry van Haaren, andPaul Watkins

# **39.** **TO RECEIVE** APOLOGIE

# S FOR ABSENCE **AND TO APPROVE REASONS FOR ABSENCE WHERE APPROPRIATE** *(Agenda item 1)* Apologies had been received from Parish Cllrs Boddy, Heaven, Nicholson, Pincher, Van Haaren, and Watkins as well as NSC Cllr Tristram.

**40.** DECLARATIONS OF INTEREST *(Agenda item 2)*. No interests were declared.

## 41. 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

## 42. **APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 24TH JUNE 2024** *(Agenda item 4)*

**Resolved –** That the minutes of the Parish Council Meeting held on the 24th June 2024 were approved as a correct record of the meeting.

**The resolution was correctly proposed and seconded (unanimous with 1 abstention due to absence).** The minutes of the meeting would be signed by the Chair as a correct record.

## 43. **MINUTE UPDATE FROM THE JUNE PARISH COUNCIL MINUTES ALONG WITH THE JULY CLERK’S REPORT** *Annex 1 (Agenda item 5)*

##  *Min 36 Ilex Lane Cemetery –* box hedging had now been removed with new planting to take place towards the end of the summer.

**44.** **CRIME REPORT *– to receive a monthly police report for the parish*** *Annex 2 (Agenda item 6)*

The police report for the parish for that last month period was read to the meeting.

##

## 45. 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.

## 46. PUBLIC PARTICIPATION *(Agenda item 8) The Chair suspended the meeting to allow public participation and stated that this was the only time during the meeting members of public present would be allowed to address the Council.*

##  *NSC planning matters.*

**24/P/1354/FUH Coombe Valley –** the applicant addressed the committee and spoke in support of the planning application. The applicant explained that the bungalow had been purchased 18 months ago and included several outbuildings that were in a run-down condition and one in a state of collapse. The applicants’ plan to modernise the outbuildings would actually reduce the footprint.

## *With no other members of public present, the Chair re-convened the meeting.*

1. **TO RECEIVE A WARD COUNCILLOR UPDATE REPORT** *(Agenda item 9)*

In the absence of NSC members, no report was available.

1. **TO AUTHORISE BILLS FOR PAYMENTS** *Annex 3**(Agenda item 10)*

 **Resolved:** Direct payments, direct debits, and standing order payments as detailed totalling £19,119.78 (incl. vat) were authorised for payment, along with bank transfers.

 **The resolution was correctly proposed and seconded (unanimous)**

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

*With the consent of the meeting, the Chair varied the order of the agenda to allow planning application**24/P/1354/FUH Coombe Valley to be considered first. For the purpose of the minutes, items are recorded in the same order as the meeting Agenda.*

* 1. **APP/D0121/C/24/3346025 & 3346026 Queensmead Farm, Bristol Road Winscombe BS25 1PW**

 *Without planning permission, the material change of use of land to a mixed use of agriculture and the use of the land for the parking of cars connected with passengers of Bristol Airport and unconnected with the lawful use of the land, and the use of the land for the purposes of B8 storage; including the storage of a touring caravan (located in the approximate location shown edged in purple on the attached plan), lorry bodies, building materials, gas canisters, beer barrels and baffled water tanks.*

Concerns were raised regarding the current use of the land as a 24 hour a day Airport Car Park outside of the settlement boundary and in the designated AONB. It is clearly visible from several miles away, is unsightly, and should be returned to farmland.

 Councillors support the enforcement notice for the following reasons:

* No planning permission had been applied for and was required.
* Outside the settlement boundary.
* Within the AONB and is negatively impacting on the environment and wildlife.
* Open 24 hours a day and contravenes the ANOB dark skies policy.
* Could be a health and safety hazard with dangerous materials and waste
* Questions regarding the presence or validity of public liability insurance and validity of the car owners insurance when parked at and being moved to the premises.
* The car park is unregulated and does not comply with the Private Parking Code of Practice.

**Resolved:** **The parish council voted to support the enforcement notice.**

 **The resolution was correctly proposed and seconded (unanimous)**

* 1. **24/P/0787/FUL Land To The South Of Barton Road**

 *Change of use from agricultural to equestrian and the creation of a 40m x 20m private ménage for exercising horses already kept on the land*

It was noted that there will be no outside lighting as it is for private use only. Councillors felt it was a sensible design, sympathetic to the environment and in line with similar developments locally.

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

 **The resolution was correctly proposed and seconded (unanimous)**

* 1. **24/P/1228/TPO 61 Woodborough Road**

 *T001 - Fell. T002 – Fell*

Councillors agreed with the Tree Consultants report that T001 had only a small amount ash die back, and it was prudent to monitor the tree going forward rather than fell, and that T002 was in an advanced state of ash die back and for safety reasons should be removed and another tree planted in place.

 **Resolved:** **The parish council voted to support APPROVAL of the TPO application to fell tree T002.**

 **The parish council voted to recommended REFUSAL of TPO application to fell tree T001 and to monitor going forward.**

 **The resolution was correctly proposed and seconded (unanimous)**

* 1. **24/P/1029/FUL 28 Woodborough Road**

 *Proposed change of use from car sales and incidental garage (Sui Generis) to Class E use (retail) and associated demolition works.*

It was noted that there would be no change to vehicular access to the commercial property, but concern was raised regarding two customer parking places in front of the ‘12m Rigid Delivery Truck’ parking area that could obstruct or impede the exit/entry of delivery trucks.

 **Resolved: The council voted to support approval of the planning application on condition that a tracking plan for delivery trucks entering and exiting the car park can be viewed.**

 **The proposal was correctly proposed and seconded (8 in favour, 1 abstention)**

* 1. **24/P/1354/FUH Coombe Valley, Eastwell Lane**

 *Retrospective application for the renovation of existing garage/outbuilding. Works to include; partial demolition at the East elevation and creation of a raised terrace in-place, replacement of roofing with new and fenestration alterations including alterations to windows, doors, cladding and creation of pergola-structures.*

Councillors noted that the proposed renovation plans make no change to the access and parking and will reduce the overall footprint.

 **Resolved:** **The parish council voted to support approval of the planning application on condition that it correctly adhered to the AONB Dark Skies Policy and was not used as a dwelling at any time.**

 **The resolution was correctly proposed and seconded (unanimous)**

* 1. **24/P/1380/FUH 64 The Lynch**

 *Retrospective planning application for the erection of a single storey front porch.*

It was noted that the porch is an attractive addition to the house and is within permitted development guidelines.

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

 **The resolution was correctly proposed and seconded (unanimous)**

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

**Approved Applications**

|  |  |  |
| --- | --- | --- |
| **Application no** | **Address** | **Brief description** |
| 24/P/0824/FUH | 17 Knapps Drive, Winscombe | Proposed erection of 2no. single storey rear extensions |
| 24/P/0744/FUH | 6 Roman Road, Sandford | Proposed erection of a single storey, oak-framed rear extension. |
| 24/P/0688/FUH | 43 Sidcot Lane, Winscombe | Provision of a new roof structure to create a first floor and erection of a replacement single storey rear extension (north elevation). |
| 24/P/0535/FUL | 11 Sandford Road, Winscombe | Proposed Change of Use of existing local community building (Class F2) known as the 'Headmasters House' to a dwelling (Class C3). |
| 24/P/0525/FUH | 55 Woodborough Road, Winscombe | Proposed installation of 1no. window to the West elevation. |
| 24/P/0502/FUL | Land Opposite Sandford, Methodist Church | Altered access, demolition of concrete base, construction of a 3-bed bungalow and detached double garage. |
| 23/P/2421/FUL | Nut Tree Farm, Barton Road | Retention of a gateway and associated culvert installed by National Grid as part of the Hinkley Point scheme. |

**Withdrawn Applications**

|  |  |  |
| --- | --- | --- |
| 24/P/0822/FUH | 64 Greenhill Road, Sandford | Proposed erection of a single storey extension to the North elevation, gabled first floor extension to the North elevation with 2no. rooflights. Extension and conversion of existing garage including creation of first floor above. |
| 24/P/0539/NMA | Winscombe Community Centre | Non material amendment to application 21/P/1037/FUL |

1. **TO APPROVE THE MINUTES AS A CORRECT RECORD OF A MEETING OF THE CHAIR’S COMMITTEE HELD ON 19TH JUNE 2024** *(Agenda item 13)*

**Resolved –** That the minutes of the Parish Council Chair’s Committee Meeting held on the 19th June 2024 were approved as a correct record of the meeting.

**The resolution was correctly proposed and seconded (8 in favour, 1 abstention).** The minutes of the meeting would be signed by the Chair as a correct record.

1. **TO RECEIVE A REPORT FROM, AND APPROVE RECOMMENDATIONS FROM A MEETING OF THE EMPLOYMENT FINANCE & POLICIES COMMITTEE HELD ON 8TH JULY 2024** *(Agenda item 14)*
	1. ***To approve the minutes as a correct record of the meeting***

**Resolved –** That the minutes of the Employment, Finance & Policies Meeting held on the 8th July 2024 were approved as a correct record of the meeting.

**The resolution was correctly proposed and seconded (8 in favour, 1 abstention).** The minutes of the meeting would be signed by the Committee Chair as a correct record.

* 1. ***To make two changes to Unity Trust bank signatory mandate.*** On successful completion of a probationary period, the Deputy Clerk would be added to the mandate to set on-line payments ready for authorisation. Cllr Van Haaren would be de-activated from setting payments, and then authorised to release payments.
	2. ***To adopt a new Forward Financial Plan to 2026-2027.*** The plan had been updated to include contingency plans for loan repayments in relation to a grant and loan towards the Winscombe Community Centre new build project.
	3. ***To enter a new three-year long-term agreement for parish council insurance and a one year cyber insurance policy*** Three companies had been invited to submit proposals. Policies and costings had been considered and it was proposed that a three-year long term agreement be entered into for Parish Council Insurance with Gallagher (Hiscox Insurance) at an annual cost of £4,666.03, plus Cyber Liability Insurance (one-year policy) at a cost of £155.68.

**Resolved –** That min 52 b – d inclusive (above) were approved en-masse

**The resolution was correctly proposed and seconded (unanimous).**

1. **TO CO-OPT PARISH COUNCILLORS ONTO PARISH COUNCIL COMMITTEES AND WORKING GROUPS, ALONG WITH REPRESENTATIVE TO OUTSIDE BODIES** *(Agenda item 15)*

Resolved:Cllrs Morris & Nicholson were co-opted onto committees, working groups and outside bodies.

**The resolution was correctly proposed and seconded (unanimous).**

1. **SAFETY OF LITHIUM ION BATTERIES AND E-BIKES AND SCOOTERS – *request received for parish council support in a campaign to improve safety on this issue in The House of Lords*** *(Agenda item 16)*

Resolved:Parish Council support for the campaign should be submitted,

**The resolution was correctly proposed and seconded (unanimous).**

## MATTERS FOR INFORMATION *(Agenda item 17)*

## *Parish Council External Audit –* members had been advised that the external audit conclusion for the 2023/24 financial had been received without comment. The notice would be displayed in the required manner.

## *Planning Committee Meeting –* in the absence of a full council meeting in August, a meeting of the planning committee would take place on 18th August

##

 With no further business, the meeting concluded at 8.20 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.*