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

**Monday 23rd September 2024, 7.30pm,**

**in Sandford Village Hall**

Those present at the meeting:

**Parish Cllrs:** Mark Boddy, Archie Forbes (Chair), Laurence Heaven, Kevin Joyce (Vice-Chair), Jack Taviner, and John Witcher

**NSC Ward Cllr:** Joe Tristram **Members of the public:** Five

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

**Parish Cllrs Absent:** Zak Aravantinos, Kevin Baber, Simon Crew, Dylan Morris, Tom Nicholson, Lynne Stephens (Vice-Chair),Steve Pincher, Larry van Haaren, andPaul Watkins

# **56.** **TO RECEIVE** APOLOGIES FOR ABSENCE **AND TO APPROVE REASONS FOR ABSENCE WHERE APPROPRIATE** *(Agenda item 1)* Apologies had been received from Parish Cllrs Aravantinos, Baber, Crew, Stephens, Pincher, Van Haaren, and Watkins.

**57.** DECLARATIONS OF INTEREST *(Agenda item 2)*. A non-pecuniary interest was declared by Cllr Joyce in agenda item 12e. due to a family friendship association. The member would take no part in the discussion or voting on the item.

## 58. 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

## 59. **APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 22ND JULY 2024** *(Agenda item 4)*

**Resolved –** That the minutes of the Parish Council Meeting held on the 22nd July 2024 were approved as a correct record of the meeting.

**The resolution was correctly proposed and seconded (unanimous with 2 abstentions due to absence).** The minutes of the meeting would be signed by the Chair as a correct record.

## 60. **MINUTE UPDATE FROM THE JULY PARISH COUNCIL MINUTES ALONG WITH THE AUGUST AND SEPTEMBER CLERK’S REPORTS** *Annex 1 (Agenda item 5)* None

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

No report was available.

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## 62. 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.

## 63. 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/1399/FUL Land Off Parsons Way –** a local resident spoke against the planning application and stated that there was no need for more equestrian facilities locally especially with in the AONB / National Landscapes. The resident considered that the cutting down of an old valuable orchard was of detriment to local wildlife.

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

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

The NSC member spoke on the appointment of the new Banwell Bypass contractor, and the NSC current financial position for 2025/26. It was advised that financial; commitment for the Woodborough Road flood/drainage investigation works had been scheduled into the current financial year.

A number of questions from parish councillors were answered.

1. **TO AUTHORISE BILLS FOR PAYMENTS** *Annex 2**(Agenda item 10)*

**Resolved:** Direct payments, direct debits, and standing order payments as detailed totalling £11,580.59 (incl. vat) were authorised for payment, along with a bank transfers between accounts of £40,000

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

1. **TO APPROVE MINUTES FROM A MEETING OF THE PLANNING COMMITTEE HELD ON 19TH AUGUST 2024** *(Agenda item 11)***:**

**Resolved –** That the minutes of the Planning Committee Meeting held on the 19th August 2024 were approved as a correct record of the meeting.

**The resolution was correctly proposed and seconded (unanimous with 2 abstentions due to absence).** The minutes of the meeting would be signed by the Committee Chair as a correct record.

1. **TO CONSIDER AND COMMENT ON CURRENT PLANNING APPLICATIONS IN THE PARISH** *(Agenda item 12)***:**
   1. **24/P/1399/FUL Land Off Parsons Way**

*Erection of new agricultural building for the storage of hay and machinery, creation of new riding arena and change of use of land to mixed agricultural and equestrian use.*

It was noted that the proposed application was sited within the Mendip AONB/National Landscapes and outside the settlement boundary. Questions were raised why the riding arena was larger than considered usual. Concern was raised that site was 1.5 metres higher than the road and could have an adverse effect on the residents and properties living below risking flooding. The drainage and soakaway plan were discussed as insufficient and likely to cause erosion of the raised bank and hedgerow and flooding on the lane.

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

**The proposal was correctly proposed and seconded (5 for, 1 against)**

**If NSC were minded to approve the application, the parish council would request the following:**

* No external lighting
* For private/personal use only
* An appropriate Landscape Mitigation Plan.
* Detailed plan for the disposal and storage of manure
  1. **24/P/1657/AOC Land To The South Side Of Greenhill Lane**

Request to discharge condition number 26 (Detailed Landscape and Habitat Management Plan) on application 22/P/0227/OUT **(for information only)**

* 1. **24/P/1413/FUH Upper Hale Farm, Bridgwater Road**

*Proposed demolition of existing garage and erection of a 2 storey side extension to existing workshop/outbuilding. Conversion of extended outbuilding to annexed accommodation.*

**Planning application refused by NSC**

* 1. **24/P/1583/FUH 12 Wimblestone Road**

*Proposed demolition of existing single storey extension and erection of a replacement single storey extension.*

It was felt that the proposed application was sympathetic to other extensions locally.

**The parish council supported approval of the planning application**

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

*Due to a previously declared interest Cllr Joyce took no part in the discussion or vote on this item.*

* 1. **24/P/1698/FUH Queenshead Lodge, Bristol Road**

*Proposed erection of a single storey rear extension.*

It was noted that the proposed application was sited within the Mendip AONB/National Landscapes, outside the settlement boundary and would need to adhere to the Dark Skies Policy.

**The parish council supported approval of the planning application on condition that there are no external lights and dusk to dawn blinds fitted to the ceiling.**

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

* 1. **23/P/2611/FUH Sidcot House, Bridgwater Road**

*Proposed erection of a porch to the front of the property and erection of a garden store with orangery above (to ground floor) and glass balcony to the rear of the property. Opening up of loft space with amendments to roof to include a glazed roof section to the rear elevation.*

It was noted that the proposed application was sited within the Mendip AONB/National Landscapes and outside the settlement boundary. The Orangery was viewed as an attractive addition to the property. The glass roof section was discussed as a very large glass and contrary to the Dark Skies Policy.

**Resolved: The parish council voted to support APPROVAL of the planning application to erect a porch, garden store, orangery and balcony.**

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

**The parish council voted to support REFUSAL of the opening up of loft space and glazed roof section.**

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

**If NSC were minded to approve this section of the application, the parish council would request the following:**

**-No external lights**

**-Dusk to dawn blinds fitted to the glass roof**

* 1. **24/P/1741/LBC Myrtle Farm, Station Road**

*Listed building consent for the like-for-like replacement of 4no. windows to the front elevation alongside existing glazed porch*.

**The parish council voted to recommend APPROVAL of the planning application.**

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

* 1. **24/P/1804/HHPA 11 Lynchmead, Winscombe**

Prior approval request for the erection of a single storey rear extension with a pitched roof that would 1) extend beyond the rear wall of the original house by 5.00 metres; 2) have a maximum height of 3.20 metres and 3) have eaves that are 2.40 metres high. **(for information only)**

* 1. **23/P/2657/FUL Land East Of Hillview, Greenhill Lane, Sandford**

*Proposed erection of 1no. dwelling with detached garage. Creation of hardstanding and landscaping alterations.*

An appeal has been made to remove condition 12:

*Condition 12. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) (or any Order revoking and reenacting that Order, with or without modification), no additional garage, outbuilding, shed or other structure shall be erected within the curtilage of the new dwelling hereby permitted (other than any expressly authorised by this permission).*

**The parish council voted to uphold condition 12 of the planning application and recommend REFUSAL of the appeal.**

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

1. **TO NOTE PLANNING DECISIONS AND APPEAL NOTIFICATIONS SINCE THE LAST PARISH COUNCIL MEETING** *(Agenda item 13)*

|  |  |  |
| --- | --- | --- |
| **Application no** | **Address** | **Brief description** |
| 24/P/1443/FUL | Meadowside Oakridge Lane | Change of use from student boarding accommodation. |
| 24/P/1380/FUH | 64 The Lynch | Retrospective planning application for the erection of a single storey front porch. |
| 24/P/0642/FUH | Rowington Bridgwater Road | Proposed erection of a single storey front extension |
| 24/P/1497/MMA | Myrtle Farm Station Road | Minor material amendment to planning permission 22/P/3027/FUL (erection of an extension to the existing Jubilee packaging facility included covered parking area. |
| 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 menage for exercising horses already kept on the land |

**Refused**

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| --- | --- | --- |
| 24/P/1413/FUH | Upper Hale Farm Bridgwater Road | Proposed demolition of existing garage and erection of a 2 storey side extension to existing workshop/outbuilding.. |

**Appeals**

|  |  |  |
| --- | --- | --- |
| 24/P/0061/FUH | 7 Sidcot Lane | Proposed erection of a two-storey side extension with integral canopy carport, a single storey rear extension and a front porch extension. Erection of a detached Garage to the front of the dwelling with associated hardstanding/landscaping alterations. |

1. **TO RECEIVE AND APPROVE A PARISH COUNCIL AND COMMITTEE MEETING CALENDAR FOR 2025** *(Agenda item 14)*

**Resolved:** The meeting calendar was received and approved by the council

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

1. **TO AUTHORISE PURCHASE OF A LAPTOP COMPUTER AND PROJECTOR** *(Agenda item 15)*

A background paper had been prepared and circulated to members in advance of the meeting comparing four potential laptop computers for the replacement of the Clerk desktop, as well as office laptop computer. One portable appliance would replace both.

Comparisons for three projectors had also been detailed.

**Resolved: That a Microsoft surface laptop be purchased at a cost of £1,909.00 (incl vat)**

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

**Resolved: That an Epson Bluetooth/wifi projector be purchased at a cost of £562**

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

1. **TO RECEIVE A REPORT FROM, AND APPROVE RECOMMENDATIONS FROM A MEETING OF THE WAR MEMORIAL RECREATION GROUND ADVISORY COMMITTEE HELD ON 29TH JULY 2024** *(Agenda item 16)*
   1. ***To consider and authorise purchase of a lidded bin for the grounds at a cost of up to £500***

Resolved: That an Invicta metal, lidded bin be purchased from Glasdon at a cost of £435.00 (excl vat)

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

1. **TO RECEIVE A REPORT FROM, AND APPROVE RECOMMENDATIONS FROM A MEETING OF THE CEMETERY AND ALLOTMENT WORKING GROUP MEETING HELD ON 12TH AUGUST 2024** *(Agenda item 17)*
   1. ***To confirm group decision not to increase fees for the cemetery and allotments for a further 3-year period to include 2027-2028.***

Resolved: That cemetery and allotment fees are maintained at current levels until the 2028/29 financial year, unless there was a considerable change in expenditure for either site and then fees would be reviewed.

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

* 1. ***Council to agree replacement tree for the cemetery (honey fungus resistant)***

Suggestions for a replacement tree had been investigated and dismissed due to site and soil suitability. Parish Tree Wardens and the NSC Tree Officer were being consulted for suggestions. The matter was deferred to a future meeting.

* 1. ***To consider quotations received and appoint a contractor for the resurfacing of the allotment path, with funds to be deducted from cemetery ear-marked reserves.***

Four contractors had been approached for quotations, of which two had responded.

**Contractor 1** £5,654.25 **Contractor 2** £5,000.00

Prices exclude vat.

**Resolved: That contractor 2 be instructed to carry out works to the allotment path at a cost of £5,000 (plus vat)**

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

Contract awarded to BR Day

* 1. ***To confirm group recommendation to join The National Society of Allotments (NSA) at a cost of £55***

**Resolved: That the parish council become members of the NSA at an annual cost of £55**

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

1. **TO RECEIVE A REPORT FROM, AND APPROVE RECOMMENDATIONS FROM A MEETING OF THE ENVIRONMENT WORKING GROUP MEETING HELD ON 9TH SEPTEMBER 2024** *(Agenda item 18)*
   1. ***To consider quotations received and appoint a contractor for the Christmas Late Night Shopping Road Closure on Tuesday 3rd December 2024.***

Four contractors had provided quotations to manage the road closure, including advance warning/diversion signage.

|  |  |  |  |
| --- | --- | --- | --- |
| **1** | **2** | **3** | **4** |
| £1,721 | £5,778 | £2,050 | £3,060 |

**Resolved: That contractor 1 be instructed to carry out road closure work at a cost of £1,721 (plus vat)**

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

Contract awarded to Sunbelt Rentals

* 1. ***To confirm group recommendation to provide a Christmas Tree outside the Woodborough Inn up to a cost of £300.***

Resolved: That a tree be purchased from Banwell Garden Centre for Winscombe at a cost of £300.

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

Usual contributions would be invited from local traders.

A small tree would be offered to Sandford for outside the village hall

1. **COUNCIL .GOV.UK EMAIL ADDRESS’ –** *to consider migration of email accounts to a new hosting company or to retain current position (Agenda item 19)*

**Resolved: The decision was delegated to the Clerk to decide on the hosting company**

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

1. **TO APPROVE THE MINUTES AS A CORRECT RECORD OF A MEETING OF THE CHAIR’S COMMITTEE HELD ON 25TH JULY 2024** *Annex 3 (Agenda item 20)*

**Resolved –** That the minutes of the Chair’s Committee Meeting held on the 25th July 2024 to consider a staffing matter were approved as a correct record of the meeting.

**The resolution was correctly proposed and seconded (unanimous).** The minutes of the meeting would be signed by the Committee Chair as a correct record.

The position for weekly cleansing of the changing rooms had been advertised through social media and a probationary 6-month contract awarded to Mark Elvins.

1. **TO CONFIRM THE PERMANENT EMPLOYMENT OF THE DEPUTY CLERK FOLLOWING A SUCCESSFUL PROBATIONARY PERIOD** *(Agenda item 21)*

**Resolved –** That Emma Buckland is employed by the parish council on a permanent basis as deputy clerk, 21 hours per week.

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

## MATTERS FOR INFORMATION *(Agenda item 22)* There were none*.*

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With no further business, the meeting concluded at 8.45 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.*