

## WINSFORD PARISH COUNCIL

### DRAFT Minutes of the Ordinary Meeting of Winsford Parish Council Held on Monday 16 January 2023, at 19.30pm in Winsford Village Hall

**PRESENT:** Councillors: Colin Wilkins (CW) – Chair, Kevin Connell (KC), Mel Mileham (MM), Mike Hillier (MH), Ian Brooks (IB), Sarah Little (SL), Bryany Neal (BN) and Clerk Jennifer Yates (JY).

CW opened the meeting at 19.32pm.

#### AGENDA

- 59.1 Public Question Time - None**
- 59.2 Apologies for non-attendance – None**
- 59.3 Declaration of Interests – MH Items 8b and 14c**
- 59.4 To agree the Minutes of the Ordinary Council Meetings held 28th November, and any outstanding actions –** The minutes were approved. Proposed BN, Seconded IB and agreed by all.
- 59.5 To receive an update re the defibrillator and update training –** The defibrillator was taken for servicing on 9<sup>th</sup> December and returned on 11<sup>th</sup>. The recommendation is that the battery and pads will need to be replaced this year. CW has obtained a quote from Safelines of £281.15 for the battery and £84.59 for the pads. It was agreed that JY and SL would approach Councillor Nicholson, the British Heart Foundation, the company who service the machine and any other companies which may be able to give a better price. It was agreed that ideally ten people would be retrained – the same number as last time. However, it is likely that some of the people trained last time would not retrain. CW will contact them and check who would like retraining and then seek newcomers via both Winsford websites if needed. BN and MH put their names forward for training. SL will ask the maintenance company for a quote for training and JY has a contact and will obtain a second quote.
- 59.6 To discuss continued membership of The Exmoor Society –** There has been a lot of change at the Exmoor Society with a new committee and it was agreed that it would be useful to keep in touch with what they are doing, their new aims etc in case it would be beneficial to the village. CW proposed continuing membership, and it was seconded by BN with the agreement of all.
- 59.7 To discuss financially contributing to Exmoor News –** JY has not yet received a response to her query re how much they are expecting parish councils to contribute. Discussion took place re the content of the magazine, as it does appear to be largely duplicated in parish magazines, and can be focussed more on the Dulverton/Brushford area. It has not been made clear if the funds are to be used for wages or if they are entirely production costs. MH has a contact who may be able to provide further details so it was decided to put this forward to the next meeting for a decision.
- 59.8 Finance:**
  - a. To discuss and agree the budget for 2023-2024 and the precept –** Discussion was held re the amounts in the proposed budget including election costs and the defibrillator costs still unknown/outstanding in the current financial year. It was decided that the defibrillator cost is more than budgeted for so that was increased.

The general predicted expenditure lines/items are predicted to be the same as this financial year but at higher prices reflecting the general trend in costs. Therefore, allowance of £500 has been made in the new budget for unanticipated inflation and cost of living charges within the miscellaneous line, along with increases to defibrillator costs and training costs (for defib training). There is expected to be approximately £3,000 carry forward, however the current funds in the reserve account are much lower than the recommended level of 50% of the precept so the majority will be used for the purpose of raising this amount. The outcome was that the required funds will be £7,500 which is the same as last year. This was proposed by KC, Seconded by MM and approved by all. IB thanked CW, KC, BN and JY for their work on preparing the budget.

**b. To receive financial report and agree to pay amounts due** – CW reminded the councillors that the majority of the balance of the end of the financial year would be put into the reserve. The finance report was agreed, and payments approved – proposed by IB, seconded by KC and approved by all to pay;

- JY salary, expenses and backpay £456.28
- HMRC £61.40 income tax (JY)
- Mr Wilkins £49.98 reimbursement for new printer for clerk
- Mrs Mileham £63 travel expenses
- Mr Hillier £65.70 travel expenses
- Society for Local Council Clerks £80 subscription fee
- Mr J. Atkins £84 for the Christmas Tree
- Mr Hillier £124 for village car park maintenance

**59.9 Update re arrangements for the installation of the new Village Green Swings and funding** – IB reported that installation is planned for the week commencing 27<sup>th</sup> February 2023. He is waiting for the pre-installation site inspection to be confirmed at which he will confirm they will be making good the surface following the installation. Mrs Hayes has raised the remaining funds necessary for the final payment. IB will confirm/arrange an inspection following the installation. It was agreed that Mrs Hayes will be invited to 'open' the swings.

**59.10 To discuss frequency and timing of meetings** – it was recognised that due to having to add 'extra-ordinary' meetings for business such as planning applications and the swings project the council have met in most months this year. Therefore, it is proposed to change the arrangements from bi-monthly to monthly, avoiding December and August. This will be put forward formally at the Annual Meeting for approval.

**59.11 Reports from County and District Councillors** – the councillors were unable to attend on this occasion and sent their apologies.

**59.12 To consider Highways Matters, including:**

- a. Feedback form re Highway Steward** – There has been a noticeable change in the quality of service since the promotion of Mr Gay. Submitted forms are not being responded to and things are not getting done in a timely manner, if at all. IB will complete and return the satisfaction survey and make contact with Sam Murrell as he has had to undertake some of the clearance work himself to prevent flooding.
- b. Yellowcombe Leat** – The SCC contact was to come back to F. Nicholson and as yet there has been no communication of an outcome. They have been updated that the

shoring up has not worked. Councillors MM and MH have tried to patch it but it needs professional work as soon as possible.

- 59.13 To discuss maintenance of the bus shelter and car park** – There is no update re the bus shelter. JY will continue to try to get a response from SCC school travel and the Bus Partnership. It may be that some local fundraising has to take place again. The seats date from 1938 and the aim is to protect and preserve them when a new shelter is put in. MH will look at the existing shelter with a view to creating some holes to allow wind to flow through lessening the chances of it being further ‘lifted’ in gales. JY will contact the insurance company re whether a claim can be made. CW wanted to discuss the car park which is owned by SCC. It is in very poor condition, mud and potholes are making it unsightly and uneven underfoot. It was agreed that JY will write to SCC and copy in Mrs Nicholson.
- 59.15 To discuss the possibility of using Speed Information Boards (Exford Parish Council)** – Discussion was held re where this could be sited as only specific signposts (height) can be used. It was seen to be beneficial that the Councillors are interested in raising awareness as there is some noticeable speeding at times, some of which is by local people. The SIDS machine also brings drivers attention to their driving habits in the village. It was agreed that it would be ideal if the machine could be used for 2 weeks in one direction and two in another. CW will contact Exford to discuss costs and availability.
- 59.16 To discuss the possibility of the Avon and Somerset Police Fraud Team doing a presentation in the village** – CW met the local PC at a recent panel meeting and this is in the process of being arranged.
- 59.17 To receive information on the Cave Foundation** – This will be further discussed at the next meeting when more detail is available, but IB reported that it is potentially a source for grant funding to be used for the skittle alley, benches on the Green or even a bus shelter.
- 59.18 To discuss arrangements for the Coronation in May** – The Winsford Film Club have offered to screen the coronation, location yet to be decided. The Councillors were grateful for the suggestion. The question of TV licencing was raised as a potential issue to be addressed. Other activities are not known at this time – nothing has been received in the way of offers of grants etc for events.
- 59.19 To discuss the placement of the new trees** – The Recreation Association are meeting soon and will decide if they would like the trees to form a small copse which would seem ideal for that piece of land.
- 59.20 Correspondence and Emails received;**
- CW had heard from Mr Lungley requesting a contribution towards the poppy wreath placed on the war memorial for 11<sup>th</sup> November. CW has contacted him back explaining that the Council provide their own wreath on an annual basis and Mr Lungley was happy to hear that and will not expect a contribution.
  - JY shared an email from the Henry Leigh Withypool Education Trust stating that Mr Lindop’s turn of office was coming to an end and thanking him formally for his contribution. They requested that the parish council nominate someone to serve as a Trustee and stated that Mr Lindop would be happy to continue in the role. Following discussion the councillors also wish to thank Mr Lindop for his good work in this role and CW proposed, KC seconded, that he be put forward again, and all agreed. JY will write to confirm.

- Councillors were invited to attend a meeting in Trull on 24<sup>th</sup> January where the Avon and Somerset police and crime commissioner Mr Shelford will discuss priorities and issues affecting local communities (one of several such meetings). CW had already attended one of his Forums so JY was asked to send a response indicating that this was so.

**59.21 Reports from Councillors on meetings attended** – CW reported that he had attended the recent Panel meeting. There was an update re the Local Community Networks, as it appears that, following months of debate, it is most likely that there will in future be 18 LCNs. Winsford will be one of 21 parishes which will form the Exmoor LCN. Mark Shelford (see item 59.20c) was in attendance. He shared that they are aiming for fifty more police constables, two drones and several new vehicles in their efforts to fight crime. Drugs are a particular priority for the force. He asked if anyone might wish to sit on a panel to oversee policing strategies, complaints etc. CW has the details if anyone wishes to follow up on this.

MM attended a recent flood group meeting and has circulated the minutes to the councillors. She will be meeting with a representative from the Environment Agency on Weds. 18<sup>th</sup>. Through all of the work she has been doing it has become evident that Winsford has for some reason been allocated a part in the North Devon group when it comes to grants and funding, and now that this has been clarified she will be putting forward a case for Winsford to receive suitable items to support when floods are causing problems, eg sand bags, high visibility waistcoats etc, and also a storage container for these, which potentially could also house spare road salt.

**59.14 Winsford Charitable Trust**

- Agree the minutes of the meeting held 28<sup>th</sup> November** – N/A as included in body of main minutes
- Maintenance of the Village Green** – Some small branches have come down as a result of recent storms and have been removed.
- Financial Report** – Current balances are; CAF Cash £880.90, CAF Gold £2,194.40 and Aegon as at 29<sup>th</sup> October 22 £24,422.42. It was agreed that Mr Hillier be paid £210 for maintenance work carried out on the Village Green.
- Wooden Slats on Bridge** – no news as yet.
- AOB** – no other business was put forward.

**59.22 Items for Next Agenda;** Cave Foundation Grants, Bus Shelter, Exmoor News, The Coronation

**59.23 Date of Next meeting – Monday 27<sup>th</sup> March 2023 at 7.30pm in Winsford Village Hall**  
There being no further business CW closed the meeting at 21.32.