

## WINSFORD PARISH COUNCIL

### DRAFT Minutes of the Meeting of Winsford Parish Council Held on Monday 27 June 2022, at 7.30pm in Winsford Village Hall

**PRESENT:** Councillors: Colin Wilkins (CW) – Chair, Kevin Connell (KC), Mel Mileham (MM), Sarah Little (SL), Mike Hillier (MH), Ian Brooks (IB), Bryany Neal (BN) and Clerk Jennifer Yates (JY) Also Frances Nicholson SCC Councillor (FN) and Steven Pugsley (SP) SW&T Councillor joined part way through the meeting.

This meeting was recorded for the benefit of the clerk. The recording will be destroyed on production of the minutes.

CW opened the meeting at 19.33pm.

**53.1 Public Question Time - None**

**53.2 Apologies for non-attendance - None**

**53.3 Declaration of Interests – BN for planning matter at 7a of the agenda**

**53.4 To agree the Minutes of the Ordinary Council Meeting held 18<sup>th</sup> May and any outstanding actions -** The term ‘oath of allegiance’ was noted as incorrect and will be replaced with the correct term (Declaration of Acceptance of Office) before approval. It was further agreed that an amendment to the proposed date of a meeting on 30<sup>th</sup> January 2023 be moved to 14<sup>th</sup> January as this is the period of budget and precept planning and it is seen as good practice to hold this meeting early in case further revisions are needed to the budget before approval, and this allows time for a further meeting to be held. Therefore, the approved dates for future meetings are now 25<sup>th</sup> July 22, 26<sup>th</sup> September 22, 28<sup>th</sup> November 22, 14<sup>th</sup> January 23 and 27<sup>th</sup> March 23.

**53.7 To consider planning matters:**

**a. 6/40/22/109 – Winsford Garage – Change of use of garage to light industry or mixed unit.**

This was fully supported. It was noted that this gives the building more potential for future commercial use with no external alterations.

**b. 6/40/22/110 – Bevins House – Replacement of existing porch and external decoration, and 111B.**

This was fully supported. It was noted that it would improve the outlook of the building and bring it in line with surrounding properties.

**c. Other Planning applications and matters - none**

**53.8 Finance:**

**a. Amount of precept payment –** JY confirmed that the full precept of £7,500 was received on 20<sup>th</sup> April 22.

**b. To receive financial report and agree to pay amounts due.**

Discussion was held as to why there was a large ‘carry forward’ this year. JY showed that the carry forward amount included £678.58 from the Reconnecting Communities Grant and also £3,004.00 from the Ann Le Bas fund. Since April 1<sup>st</sup> £1000 of the latter has been spent on the purchase and installation of the bench. Other sums of note in the carry forward were £1000 built into the budget but not

used for bus shelter repairs, £100 built in but not used for upkeep of the defibrillator and notable underspends in clerk's salary, training, archive costs, legal fees and contingency. There were, however, overspends last year on website costs, taxation of clerk's salary and events.

**19.55 Meeting adjourned temporarily.** A presentation was made to Mr John Bray in recognition of the huge service, commitment and dedication he has shown to the Council and village for over 50 years. He was presented with a framed picture of Dunster Castle painted by his friend Ann Le Bas and thanked by all. Mr Bray was very grateful and mentioned that he had been a councillor since 1963 and said how much he enjoyed working with current and past councillors. He asked the council to continue to encourage and support the installation of the mobile phone mast which has been started but is not yet in place, and it is so important for the village.

#### **20.02 Meeting Resumed.**

The financial report was approved with payments being agreed. Proposed by SL, seconded by MM, approved by all. It was suggested that it may be prudent to move some of the underspend into the reserve account which should total an amount at least equal to half of the precept amount. It was recognised that we are yet to receive the bill for election costs (estimated at £1,500) and there will be legal fees for the Ann Le Bas bequest.

**53.9 To complete arrangements for Recreation Dog Waste Bin to be emptied by SW&TDC** – JY has been in communication with the provider IDVerde and requested that our contract now includes the additional bin. This should start on Monday 4<sup>th</sup> July.

**53.10 To discuss and decide what action needs to be taken with regards to the bus shelter** – The shelter was originally provided by the County Council when the school was closed. At a later date a letter was sent to the Parish Council handing them the responsibility for the upkeep of the shelter. Winter gales lifted the shelter from its footing due to the wood being rotten and although some patching and repairs have taken place it is seen as in poor condition now. It was suggested SP may be able to advise where the Council could go to apply for grants to replace it. MM suggested that SCC are approached to replace it because the initial purpose still exists - there are still village children who need shelter while waiting for school transport. As a small Parish Council it was agreed the Council cannot afford to replace it. It was agreed that the National Park would be unlikely to support the installation of a metal shelter, so quotes would be for a wooden replacement.

#### **53.11 To discuss the Ann Le Bas Bequest**

- a. Action needed with solicitor to sign over gifted field** – Due to a lack of understanding of the nature of the bequest the original solicitor will not be used and contact will be made with Risdon Hosegood (RH) who handled a previous bequest. JY to make contact with the London firm to update them on the situation. CW is keen to set up the meeting with RH and BN is keen to be part of the conversation with her role on the Recreation Committee.

FN and SP arrived at 20.30 and 20.35 respectively

- b. The Memorial Seat update, thank you letter to David Harman** – a thank you letter to the maker of the bench was agreed, JY to action. Also, thanks were expressed to Charlie and Zara Beeden for the gold lettering which had created such a special enhancement to the bench.
- c. Archive – to South West Heritage Centre or Exmoor Society** – MM stated that the Exmoor Society have still not made contact. SP mentioned that they are undergoing a change of staffing and both MM and SP will make contact again. If they do not respond prior to the next meeting MM will then approach the South West Heritage Centre.
- d. Remainder of prints and plan to clear** – Mr Rayner will give an estimate of the worth of the remaining prints and he has a contact who he thinks will be interested in their purchase. This was approved by all.

**53.5 Reports from County and District Councillors** – SP and FN reported that the Pilot Local Community Network (LCN) project is progressing well, with the new Highways Steward starting work today – Mr Richard Gay. He is now the contact for LCN. There is a small amount of money available for parishes to use for works/repairs – they will need to apply for this. We need a nominated Highways Warden to be the point of contact for the parish and will be given the contact details for Mr Gay, IB agreed to take on this role. Sam Murrell can be used as a point of contact until Mr Gay is set up.

The ENPA Local Plan review will not proceed as planned. Instead updates and improvements are being made to information which is used to inform the plan, refreshing it that way. A group has been set up at the National Park which will meet at least quarterly and will take on board any feedback from local Councils towards this information review.

With regard to bus shelters FN advised the Council to contact John Perrett at ‘Transporting Somerset’ - JY to organise. They also advised it may be worth talking to the insurance company as the latest damage was in the winter storms.

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

- a. Drainage at Exford Road** – MM raised the issue that the higher part of Furzehill Lane leading to Exford Road is now patched ready for surface dressing but that the lower part does not appear to be being done. The drain improvement has worked to some extent, it does now cope with normal weather conditions.
- b. Repairs and Dusting: Ash Lane, Howtown Lane and Upcott Lane** – CW reported that Ash Lane has been much improved by the works carried out so far.
- c. Yellowcombe Leat** – FN is still following this up, but it is not yet resolved.
- d. Other Highways matters** – following concern from a parishioner the area around the village signs has been trimmed. It was suggested that during the pilot period FN stated that the verges should be cut twice in the year, and that it is now being recognised that country hedges in narrow lanes require more than cut per year for safety reasons, as there are no verges to allow for passing.

CW thanked the two Councillor for attending as they had been at two prior meetings this evening.

**53.12 The planting of the Free Trees from WSDC** – These have been received with thanks, and have been put in place. IDVerde have contacted us and offered an

apple tree as part of the Jubilee tree planting initiative. This was agreed to – JY to make the arrangements.

- 53.13 To discuss new arrangements for the defibrillator** – SL updated the Councillors that there is now a nationwide network being set up with the details of all defibrillators. It is called ‘The Circuit’. This will make it easier for SL to keep everything up to date. It was agreed that JY and SL will update our website accordingly once the information is available.
- 53.14 To receive a report on the Platinum Jubilee “Big Lunch”** – This was agreed by all to have been very successful, despite the weather deteriorating during the afternoon. Over 130 people attended. Anthony Pickhaver has taken a wonderful photograph of all who attended. It was agreed arrangements will be made to get it framed and donated to the village hall. This was proposed by CW and seconded by IB. Mr Pickhaver is commended and thanked for perseverance and patience for achieving such a good outcome.
- 53.15 To discuss the council website and a new administrator** – With Mr Luscott no longer being a Councillor JY was asked to take on the main administration of the site which was agreed. MM mentioned that it would be good to take each section at a time and ‘refresh’ it, and this was approved.
- 53.16 To discuss plan to welcome new residents, holiday home and rental visitors to the village** – Due to time constraints and the information not having been circulated to all by the clerk it was agreed that this item would benefit from people receiving the information and having time to come up with their own ideas about how to take this forward so action planning can take place. Therefore this will be discussed at the next meeting in July.
- 53.17 Correspondence and Emails received** – An email has been received raising several issues, one of which was an overgrown pathway. A request will be made to a local landowner to trim back their hedging in that area, but it was acknowledged that in fact another pathway would benefit from this too and a similar request will be made. FN stated that with paths ENPA are responsible for what is underfoot but the hedging is the responsibility of the landowners and in a narrow pathway overgrown hedging can create a difficulty for users of the path. As stated in item 4 the draft minutes of 18<sup>th</sup> May need amending, and the clerk acknowledged that due to previous health issues minutes have not been being published on time, but efforts will be made to do so in future. Thanks were expressed to Mr Little who has trimmed back vegetation which had been obscuring the village signs.
- 53.18 Reports from Councillors on meetings attended** – KC recently attended the Forum meeting. Unfortunately, the speaker from Western Power was unable to attend but will do so in the next meeting instead. However, it was still a useful meeting with Exmoor Young Voices and Rural housing being given consideration. BN reported on the latest Winsford Recreation Association meeting. They have plans for an event over the August Bank Holiday including skittles and a duck race. A further fundraising event is planned for the Autumn. Parish Councillors will be invited to carry out the draw for the 100 club.
- 53.19 Items for Next Agenda** – Item 16 to be given due time and consideration at the next meeting. Draft minutes of 18<sup>th</sup> May to be amended and reconsidered.
- 53.20 Date of Next meeting – Monday 25<sup>th</sup> July at 7.30 in Winsford in Winsford Village Hall.**

There being no further business CW closed the meeting at 21.41.