

## WINSFORD PARISH COUNCIL

### DRAFT Minutes of the Meeting of Winsford Parish Council

Held on Monday 25<sup>th</sup> July 2016 at 7.30pm in Winsford Village Hall

**PRESENT:** Councillors David Godsall, Colin Wilkins, Steve Hunt, Kevin Connell, Beverley Flanagan, John Bray, Mel Mileham, WSC Bruce Heywood, WSC Nicholas Thwaites, SCC Frances Nicholson and Clerk Sue Carless.

**16:52 Apologies for none attendance:** None

**16:53 Declarations of Interest:** K Connell acknowledged his interest in the planning application relating to his property.

**16:54 Approval of Minutes:** The minutes of the meeting held on 23<sup>rd</sup> May 2016 were approved & signed by the Chairman as a correct record.

#### **16:55 Actions from the Previous Minutes:**

**a. Village repairs & maintenance (incl. telephone box/bus shelter/notice board) - update**

The phone box had been painted by Peter Hedges & will be completed in due course. Work on the Village Green had taken priority over the bus shelter & notice board, although these two items of work were still in hand. The question was raised as to whether the council might wish to pay for a new notice board as people are pinning notices on the back of the bus shelter. It might be considered.

**b. Speed Limit - update**

It was noted that work had started on the placement of 30 mile per hour speed limit signs within the village. There was some concern that the signs had not necessarily been sited in the most appropriate places. It was suggested that a 30mph sign be situated alongside the Winsford sign at the village approach. Also the speed limit does not cover Derby's Knap & Edbrooke Cottages.

There was some discussion regarding speed watch. C Wilkins had provided F Nicholson with an email detailing his 5 concerns. It was explained that the Highways Department have changed some of their rules & it is no longer obligatory to have repeater speed signs on both sides of narrow roads, therefore not so many repeater signs are needed. It was mentioned by F Nicholson that a rumble strip may be applied on Ash Lane.

The Chairman provided F Nicholson with a map of the village (dated 30.03.2015) indicating where the signs should be placed, however to date some of the signs had not been correctly sited. F Nicholson agreed to pass on this information at a meeting being attended the following day. F Nicholson was thanked for all her efforts on the Councils behalf.

**c. Broadband - update**

S Hunt explained that the Village Hall Committee were waiting for a response from Airband as to whether the Airband service would be free of charge & rental to the Committee. A response is expected mid-August. It was noted that coverage of the postcode area TA24 7JE is being considered.

At the recent Village Hall Committee a 2 year experimental contract with BT was discussed. This service would provide 7mbs. There is a possible option for the Parish Council & Village Hall to share costs of BT 50/50. The Village Hall Committee had already agreed to proceed with the 50/50 arrangement with BT, should the Parish Council agree.

Excluding VAT, cost would be around £970, altogether. The stated costs & 2 year timeframe are indicative. It was noted that the Village Hall Committee have agreed to market the Internet facility if that were the chosen option. It is not possible to sign up for this yet as due diligence needs to be carried out regarding Airband. It may be that Airband is the preferred option for the Parish Council.

It was agreed to give Airband until 1<sup>st</sup> September 2016 to confirm whether or not their service could be provided & that it would be free of charge. If no such confirmation is received the Parish Council agreed to enter into a contract with BT & the Village Hall Committee. Agreed that S Hunt would encourage the Village Hall Committee to agree to the 1<sup>st</sup> September deadline.

**d. Highways (incl. signposts)**

Some discussion on the local roads/lanes becoming overgrown, noted that hedge cutting due to start in Exford next week.

B Flanagan alerted the council to the fact that a vehicle had caused damage to Howtown Bridge on the afternoon of 24<sup>th</sup> July, to be reported to the Highways Department by B Flanagan.

At this point in proceedings WSC B Heywood, WSC N Thwaites & SCC F Nicholson left the meeting

**16:56 Parish Clerk:**

Noted 2 people were interviewed for the post & a 3<sup>rd</sup> person decided not to pursue the matter. Sue Carless has been appointed to the position of Winsford Parish Clerk & Responsible Financial Officer. The Chairman had warmly welcomed her before the formal start of the meeting.

**16:57 Financial Report:**

No financial report provided due to change in Parish Clerk. Noted the financial position had not changed since the last meeting. The Clerk would proceed with changing the signatories for the accounts.

Agreed to pay previous Parish Clerk's final invoice of £565.24. Agreed to pay invoice of £25.16 for the Web Domain registration for the Parish Council.

**16:58 Village Green Maintenance:**

The Chairman thanked all those, especially M Mileham, for their hard work & time spent on the Green. Thanks were also expressed to everyone who helped with the fundraising for the Village Green maintenance. Acknowledged there was still work to be done. Suggested that a meeting be held with Mike Hillier on the Village Green to clarify what plan/rota of work is required for the autumn maintenance of the Green.

Discussion of Annual Play Inspection, noted that it was felt expenditure on lots of play equipment would not be in keeping with the village. B Flanagan to discuss with those parties requesting play equipment if they would be prepared to undertake fundraising activities. Acknowledged that grants for play equipment usually required like for like funding between the grant giver & receiver. Suggested Mike Ellicot, Chairman of Exford Parish Council, be contacted regarding play inspections as Winsford has minimal equipment.

Thanks expressed to Anthony Pound of Exmoor Landscaping who provided topsoil & turf.

A small amount of money is left from the Duck Race that may be used to purchase a new tree for the Village Green next spring.

**16:59 Procedures (incl Communications Policy)**

Noted the Communications Policy has been completed & posted on the Councils website.

**16:60 Parish Archive**

Digital media has been collected by M Mileham onto a 1 terabit back up drive. Great deal of scanning & sorting of archive material to be done. EPN Heritage Advisor Catherine Dove has organised a Winsford Walk for 10<sup>th</sup> August, mainly aimed at visitors. M Mileham (Researcher) & Sue Hayes (Archivist) have met with Exmoor National Park Heritage Department & photographs have been provided to use on the Village Walks. The further costs against the matched funding to the end of June 2016 will be presented to the ENP Partnership Fund for payment.

**16:61 Emergency Planning/ Community Resilience Plan**

Noted the person dealing with this, at county level, who had spoken at the Annual Assembly, is no longer in post. There are still funds available but they cannot be obtained until an Emergency Plan is in place. Proposed & agreed for Winsford Parish Council to draw up its' own Emergency Plan. S Hunt happy to assist & ask Tim Debney, who had offered support following the talk at the Annual Assembly. It needs to be decided if a member of staff from the Environment Agency needs to be involved.

**16:62 Alcohol Consumption on the Village Green**

The Chairman summarised the exchange of emails received from the owners of the Tea Rooms questioning the legitimacy of the consumption of alcohol on the village Green, licencing & safety. It was stressed that whilst alcohol may be consumed (as in any other location in the village) it cannot be sold or served on the green. For events such as Weddings & Diamond Jubilee etc. a special licence was secured. He referred to the comprehensive parish council insurance cover. It was noted that before the new bridge was built, behind the War Memorial, access to the Green was even easier via the old bridge, opposite the Royal Oak. Photographs from the archive show, over many decades, pictures of people making full use of the Village Green, including enjoying refreshments. Councillors were delighted that people were once again using the Green, but agreed that an eye should be kept, where possible, to ensure that there was no irresponsible behaviour.

**16:63 Correspondence & Emails**

Somerset County Council Survey: Listening Learning Changing. Noted the email received from SCC. Agreed that the survey should be circulated to all council members & the responses be compiled into one response from Winsford Parish Council.

CCTV Wheddon Cross: Noted the request from Cutcombe Parish Council for a contribution of £25 towards the maintenance costs for the CCTV cameras at the Rest & Be Thankful Public House, Wheddon Cross. Agreed by the Council not to support the request.

**16:64 Reports from Committees**

C Wilkins attended a Panel meeting where there was discussion regarding Somerset County Council Micro Enterprise Project. SCC gives advice & help on setting up businesses. Agreed a flier could go on the notice board. B Flanagan & M Mileham agreed to speak with the village agent Caroline regarding the scheme.

Next Exmoor Panel meeting to be held 7.30pm on 6<sup>th</sup> September 2016 at Winsford Village Hall preceded by a Parish Wardens meeting to be held 6.00pm. The Chairman said he would be in London that day & asked for volunteers to host.

J Bray attended the Highway Warden meeting. It was noted that since sandbags had been purchased no complaints have been received.

**16:65 Planning Applications & Decisions**

- |  |                             |                |
|--|-----------------------------|----------------|
| a. Watersmeet, Exford Road bereavement                         | 6/40/16/101                 | Delayed due to |
| b. Withycombe Flight Ponds                                     | 6/40/16/104                 | Withdrawn      |
| c. Grt Bradley, (Withypool) Phone Mast                         | 6/40/16/105                 | NYD            |
| d. Karlake House   | 6/40/16/106 & 6/40/16/107LB | Supported      |
| e. Karlake House   | 6/40/16/108                 | Supported      |
| f. Brackenfield , Halse Lane                                   | 6/40/16/109                 | Supported      |
| g. Oldrey Farm, Oldrey Lane glass roof for orangery. Supported | 6/40/16/110                 | ENP recommends |

**16:66 Other Business Directed to the Clerk**

Thanks were voiced by the Chairman on behalf of the Council to Carol French & all those who worked with her to provide an amazing celebration tea to mark the Queen's 90<sup>th</sup> birthday. Over 90 people attended the event.

**16:67 Date of Next Meeting**

Next meeting to be held Monday 26<sup>th</sup> September 2016, 7.30 pm Winsford Village Hall.

Date.....

Signed.....