WINSFORD PARISH COUNCIL

Minutes of the Meeting of Winsford Parish Council
Held on Monday 28th January 2019 at 7.30pm in Winsford Village Hall

PRESENT: Chairman: Colin Wilkins (CW), Vice-Chairman: Kevin Connell (KC)
Councillors: Mel Mileham (MM), Steve Hunt (SH), John Bray (JB), Sarah Little (SL), Patrick Watts-Mabbott (PWM) and Parish Clerk Nic Kemp (NK).
SCC F Nicholson (FN), WSC B Heywood (BH), WSC N Thwaites (NT), Keith Lyndop on behalf of Henry Leigh Trust (KL)

The Chairman opened the meeting at 7.30pm, welcomed everyone, and noted no members of the public were present.

19.1 Apologies for Absence – There were no apologies
19.2 Declaration of Interests – There were no Declarations of Interest
19.3 Minutes of the Previous Meeting and Outstanding Actions – The minutes were agreed as a true and accurate record of the meeting held on 26 November 2018 and were signed by CW. Items 18.116 and 18.120 are ongoing.
19.4 Presentation on Henry Leigh Trust – KL gave a presentation on the Henry Leigh Trust, which offers grants to children and young people in Withypool and Hawkridge, Exmoor, Exford, and Winsford. Grants have been made for driving lessons, tractor tests, school trips, music or sports training. Grants are not available for travel costs. People can apply for grants on any number of occasions, but only once in each review period (three times per year).
KL to provide Clerk with details to email to all Council members. Clerk to add link to village website.
CW thanked KL for attending and invited him to speak at the Annual Assembly. KL accepted and left the meeting.

The following items were taken out of order to allow FN to leave early.
19.8.a & 19.8.b Highways – Damage to Ford, and Precautionary Gritting – items combined for discussion as linked. Wall and bank to either side of ford on Ash Lane have been damaged by vehicles hitting them after sliding on ice where water splashed form the ford has frozen on the road. CW has requested that Ash Lane be reinstated on the precautionary gritting route. FN confirmed that the routes will not be reviewed this year, but that it would be considered next year. FN confirmed that the damage to the wall and bank was logged but could not confirm when this would be repaired.
19.9.g Packhorse and Vicarage Bridges – these have been undermined and hit by trees and debris, the repair is listed as critical. As ancient monuments need permission from English Heritage to repair. FN confirmed works to address are ongoing.
19.8.d Halse Lane Vehicle length signs – signs are in place at both ends of Halse Lane.
19.8.c White Line Road Marking – MM confirmed that a parishioner had complained about the lack of any white line markings across the end of Halse Lane where it joins Ash Lane. Clerk to report to Highways and cc FN. FN to provide details of Signs and Lines to Clerk.
19.8.e Other Highway Matters – FN confirmed a new scheme for diversions was being developed to apply conditions such as a requirement to consult Parish Councils before setting works and resulting diversions in place, to counteract the variety of routes chosen by different companies.
19.9.f Yellowcombe Leat – MM to locate and provide any recorded information to demonstrate that Dulverton Rural District Council maintained the leat. BH stated he understood all minutes of the Council were lost when handed over to WSCD in 1974. FN to locate any other information relevant.
19.9.b Hedge Trimming and Overhanging Tree – one tree has been cut back by Highways Superintendent, the second has not. Clerk to email Highways with details of

tree to be cut. FN confirmed that Highways can send letters to landowners who's hedges are overhanging the highway if the PC can provide contact details. Clerk to write to landowners where the trees are overhanging on Exford Road near to Great Ham on behalf of Parish Council initially, then pass details to Highways if further support is needed.
19.9.i Meeting with SCC /SRA Enforcement Officer – MM confirmed that she had liaised with the new officer, but they are part time, cover the whole of Somerset, and not necessarily responsible for Main Rivers like the Exe.
CW thanked FN who left the meeting.

19.5 Financial Matters
19.5.a Financial Report – The Clerk gave the financial report and it was agreed to pay:

- John Atkins £96 for the Christmas Tree
- The Play Inspection Company £162 for the inspection of the village play equipment
- Cllr Hunt £97.22 reimbursement for purchase of lights and decorations for the Christmas Tree and Carol Singing
- Cutcombe Parish Council £45 towards Clerk's Training
- N Kemp £293.79 Clerk's Salary, and to reimburse £44.03 expenses, £396.96 for purchase of laptop and £31.80 for membership of SLCC
- HMRC £73.20 tax due

19.5.b Signatories for the CAF and CoFund Accounts – It was agreed that the signatories on the CAF Accounts should be CW, MM and PWM as well as the Clerk, and that all correspondence addresses should be that of the Clerk.
19.5.c Update on Play Equipment following inspection – CW confirmed the area is not currently unsafe, but needs work to bring up to new standard. CW has one quote to complete the work required following the safety inspection to the Children's Play area. CW to obtain second quote.
19.5.d Funds from Christmas Tree and Carol Singing – There is approx. £150 outstanding from the donations for the Christmas Tree and Carol Singing Event. Clerk to contact the donors and confirm they are happy for the money to be retained for the same event in 2019.

The following item was taken out of order to allow BH and NT to leave
19.11 Somerset Wood – BH explained that 23 acres of woodland containing 16,000 trees was being set up to commemorate the people of Somerset lost in the Great War. A suggested donation of £25 per tree was being requested. Parishes or individuals can sponsor one or more trees. Concern expressed over the location not being local to Winsford parish, and the payment of parish money following a proposed precept increase. It was agreed that a suggested donation of £50 be proposed at the Annual Assembly.
CW thanked BH and NT for their efforts – and particularly BH for his support with the empty property. BH and NT left the meeting.

19.5.e Additional hours for the Clerk – there are still some items needing further attention – bringing all correspondence addresses up to date, and confirming details with HMRC. Agreed the Clerk can work up to 25 additional hours as a one off.
19.5.f Budget and Precept for 2019/20 – the proposed budget and precept was agreed. The precept represents a 25% increase, now representing a total amount of £24.18 for a Band D property. Clerk to submit paperwork for precept.
19.5.g Additional Income – to be raised at the Annual Assembly

19.6 Standing Orders, Financial Regulations and Code of Conduct – It was agreed that CW, KC and Clerk would review one document and distribute prior to each of the next 3 meetings for discussion.
19.7 Planning Applications – None received
19.9 Updates on:

19.9.a **Defibrillator** – Now registered with South West Ambulance Service. Some difficulties experienced when no access to village hall to reset electricity supply to cabinet. CW to liaise with Hall key holder.
19.9.c **Glover Review** – Several replies sent from Winsford Parish
19.9.d **Wall and Collapsed Sewer** – no action
19.9.e **Additional Dog Waste bin** – It was agreed to position the bin by the Pumping station. Clerk to complete required paperwork and give contact to SL.
19.9.h **Flooding Contact** – MM volunteered to be the village Flooding Contact
19.10 Council representative on Village Hall Committee – PWM will act as liaison, but is not necessarily able to attend meetings. JB will act as additional key holder if required.
19.12 Annual Assembly and Guest Speakers – CW proposed Tuesday 9 April for the Annual Assembly, which was unanimously agreed. A talk on the new recycling measures in Somerset was agreed as a suitable topic.
19.13 Annual Litter Pick Up – To be raised at the Annual Assembly, asking for volunteers and agreeing a date. SL agreed to help organise if volunteers are identified.
19.14 Correspondence and Emails – none received
19.15 Reports from Committees – KC and CW to attend meeting with a parishioner and Sarah Bryan (ENPA) on commercial shoots around Winsford.
PWM reported the Affordable Housing Group had met and a letter was coming out to all clerks asking for potential sites to be located.
19.16 Items for Next Agenda – Include a separate item for Reports from County and District Councillors
19.17 Date of Next Meeting – Monday 25 March 2019 at 7.30pm

There being no further business, the Chairman closed the meeting at 10.30pm

Date……. Signed…….