

## WINSFORD PARISH COUNCIL

### DRAFT Minutes of the Ordinary Meeting of Winsford Parish Council Held on Monday 24th July 2023, at 19.00pm in Winsford Village Hall

**PRESENT:** Councillors: Colin Wilkins (CW) – Chair, Kevin Connell (KC), Mel Mileham (MM), Mike Hillier (MH), Ian Brooks (IB), Bryany Neal (BN), Sarah Little and Clerk Jennifer Yates (JY). Somerset Councillors Frances Nicholson and Steven Pugsley attended for part of the meeting.

**Also in attendance;** Three members of the Parish community

CW opened the meeting at 19.07pm.

**65.1 Public Question Time** - It was reported that two members of the community had cleared the fly tipping from Spire Cross. Thanks were expressed by the Parish Councillors for this kindness. MM mentioned that she had been in communication with Somerset Council Highways department with regard to this and has been told that if this should happen again it is the landowner's responsibility to remove it.

**65.2 Apologies for non-attendance** - None

**65.3 Declaration of Interests** - None

**65.4 To agree the Minutes of the Ordinary Council Meeting held 26<sup>th</sup> June, and any outstanding actions** – The minutes were approved, Proposed KC, seconded by CW and approved by all.

Following the meeting a number of councillors attended the consultation meeting with regard to the Forestry England proposal for Bye Common Wood. The Parish Council did submit a response. The summary had been published on this day and the content of responses sent in had been noted. This will be shared on the Council website.

**65.5 To consider planning matters:**

**a) 6/40/22/113 – Location: BRIDGE COTTAGE, WINSFORD, MINEHEAD, TA24 7JE**

**Proposal: Proposed change of use from existing tea rooms to bed and breakfast, along with partial demolition of existing rear extension and construction of new extension.**

CW read out a letter received from Mr and Mrs Thomson with regard to the change of use for the property. Discussion took place with regard to the new information that is now available which updates that which was discussed previously with regard to this application. This helped to provide a full picture behind the proposal. The Council does wish to support local businesses, and while they are disappointed by the loss of the tearoom but accept that it cannot continue. It was recognised that every effort has been made to sell the property as an existing business. Following a vote it was unanimously proposed to support this application.

SP and FN arrived at 19.28

**b) Other planning applications and matters** – Communication has been received re some works to replace a bridge over the River Barle at Great Bradley. A diversion order is proposed for the Public Bridleway at this point. It was noted that the bridge is intended to be used by pedestrians and cyclists. It was agreed to support this proposal, and Councillors were interested as to whether the bridge was intended for use by horses as well.

## **65.6 Finance:**

- a) **To receive financial report and agree to pay amounts due** - The report was received and approved (proposed IB/seconded KC). It was agreed to make payments of £354.59 to JY (Salary and Expenses), £61.40 to HMRC (JY Tax) and £599.04 to IDVerde for dog bin emptying.

It was agreed to amend the signatories on the NS&I account to add CW and JY and the paperwork was signed.

- b) **To review and sign the AGAR documentation** – JY has prepared the annual return which was reviewed. The following documents were signed for submission and will be displayed on the website. 1. Certificate of Exemption (proposed KC seconded IB), 2. Annual Governance Statement (proposed IB, seconded KC) and 3. Accounting Statements (proposed KC, seconded CW). JY explained that the Internal Auditor has changed and this will be carried out later now.

**65.7 Update re the Post Office** – 86 responses were collected on the petition which has been returned to Carhampton to be included in their bid. A letter has been sent to the Post Office main office and a response received. The issue was discussed and it was understood that due to the low take up of the service it was not commercially viable, however desirable it is to have available locally. FN mentioned that Dulverton are not able to provide an outreach service. SP mentioned that it is important to support the remaining outreach post office services at Withypool and Cutcombe to maintain their services in the local community.

**65.8 Update re the Halse Lane Mast** – MM has received a response from the Home Office explaining that although the mast is complete and a power source connected it will not be linked up to the Emergency Services Network until the last quarter of this year, so mobile operators will be allowed to bid after that. SP mentioned that he is working with ENPA with regard to this. CW thanked MM for her hard work in this matter.

**65.9 Update re First Aid, CPR and Defibrillator training** – MM reported that she has arranged this training for 15<sup>th</sup> October for 24 people. This will support setting up the resilience teams in the village. SL requested support with the Defibrillator checks/updates and it was agreed that BN will support with this in future.

**65.10 Code of Conduct** – JY has circulated an updated version which is recommended by the Somerset Association of Local Councils, along with the current adopted document. It was agreed that Councillors will read the new LGA document with a view to adopting it in full, or amended, at the next meeting.

**65.11 To discuss the Community Funded 20mph speed limits proposal** – This was discussed following receipt of an email from Somerset Council. There is a large non-refundable cost to following up on this and it was agreed that it was not viable for this Council, particularly as the likelihood of success was very low with no school in the village and the main thoroughfare was not narrow. JY to write to Beth Norman and also follow up on the SIDS opportunity from Exford Parish Council.

**65.12 Reports from the Somerset Councillors** – Much had been covered in the above agenda items. SP mentioned a new ENPA Governance consultation which needs a response before the next September meeting. It has not been received by the clerk but KC has been sent it and it was agreed that KC and CW would liaise and respond on behalf of the Council.

There was discussion re signage at Spire Cross which has been updated, but there is still an absence of a brown sign. It was agreed a letter would be needed in support of this.

It was mentioned that generally there is still an issue with the Highway Steward not being able to work in some areas for his personal safety. SP mentioned that this is at the Steward's discretion. Milestone are not continuing as the contractor so this may change going forward, it was requested that the Parish Council continue to keep the Somerset Councillors informed with regard to the work he is or is not carrying out. The LCN is now successfully up and the priorities have been set. There are going to be specialist working groups such as housing and Parish Councillors will be invited to join these.

#### **65.13 To consider Highways Matters;**

- a) **Yellowcombe Leat** – CW shared a response he has received from Mr Nation. FN mentioned that prior to Covid it had been accepted that this was SCC's responsibility but this was now being questioned. FN and SP feel that although this has now been passed to the bridges team it needs to go back to Mr Turner and have agreed to liaise with him. KC raised the concern that the response referred to the Mill Leat rather than Yellowcombe Leat and there is a need to ensure Somerset Council are clear about the location of the problem. All Councillors expressed concern about the amount of time being taken to resolve this problem and that further damage is going to take place if it is not repaired before autumn storms arrive.
- b) **AOB** – The drains are being cleared and strimmed but the lack of sweeping means that they refill very quickly. It is felt that the road sweeper does not cover as much of the village as it has previously. Somerset Council will be contacted for information re the route they have on record for sweeping.

FN and SP left the meeting at 20.51

#### **65.14 Winsford Charitable Trust**

- a) **Maintenance of the Village Green** – Ongoing mowing is keeping it tidy. More work to be carried out after bird nesting season.
- b) **Financial Report** – CAF Cash = £1,077.38, CAF Gold = £2,209.12 AEGON at £25,707.59 (May statement). JY will take advice from the Charity Commission with regard to savings accounts.
- c) **Wooden Slats on Bridge** – These have not yet arrived. When the time comes MH has plans to close the bridge to carry out the work.
- d) **AOB** – Discussion took place re the use of recycled plastic being used for future benches/picnic tables. It was agreed that this is the most sustainable material and it will be the aim to use this for future purposes. Discussion was held re the placement and style of the bench to be donated by Ms Gill.  
MH reported that the base area for the bus shelter will need to be larger to accommodate the storage area for the flood/resilience items. CW reported that Mrs Hayes has already raised the funds for this replacement.

**65.15 Correspondence and Emails received** – JY has had an enquiry re the status of the mast.

**65.16 Reports from Councillors on meetings attended** - None

**65.17 Any Other Business** – The Lease agreement has been signed by Winsford Recreation Association Trustees, and was signed by Parish Councillors ready for returning to the

solicitor. It was formally agreed for KC/CW to do the response re the ENPA consultation on behalf of the Parish Council.

**65.18 Items for Next Agenda – Code of Conduct**

**65.19 Date of Next meeting – 25<sup>th</sup> September 2023 at 7.00 in Winsford Village Hall**

There being no further business CW thanked all who attended and closed the meeting at 21.24.