



A Meeting of the Parish Council was held on Monday, 25th January 2021, remotely via zoom at 7.30pm

Those present at the meeting:

Parish Cllrs Present: Mr T Adams, Mr M Boddy, Mrs E Buckland Mr A Forbes (Chairman), Mr K Joyce (Vice-Chairman), Mr I Kilpatrick, Mr G Lloyd, Mr C Lomas, Mr T Nicholson, Mrs L Stephens, Mr J Taviner, Mr L Van Haaren, Dr P Watkins, and Mr J Witcher

NSC Ward Councillors: Dr K Haverson

NSC Parish Liaison Officer: Mr J Kirby

Clerk: Mrs L Rampton

Members of the public: Nine

Parish Cllrs Absent: None

Newly co-opted Parish Councillor John Witcher had signed his 'declaration of acceptance of office' and this had duly been received by the Clerk in advance of this meeting.

Cllr Slater had resigned as a Parish Councillor and the vacancy was now being advertised in the required manner.

- 129. APOLOGIES FOR ABSENCE** (*Agenda item 1*) Apologies had been received from NSC Ward Cllr, Mrs A Harley.
- 130. DECLARATIONS OF INTEREST** (*Agenda item 2*). A non-pecuniary interest had been declared by Cllr Stephens in agenda item 15, Winscombe Cricket Club Lease with her husband being Chairman of the Cricket Club.
- 131. TO CONSIDER & DECIDE UPON ANY REQUESTS FOR DISPENSATION FROM MEMBERS TO ALLOW THEM TO PARTICIPATE IN A DISCUSSION OR VOTE ON A MATTER IN WHICH HE/SHE MAY HAVE A DISCLOSABLE PECUNIARY OR NON-PECUNIARY INTEREST** (*Agenda item 3*).
Dispensations are granted to Parish Councillors under section 33 of the Localism Act 2011 and the Parish Council delegated the power to grant dispensations (s 101 of the Local Government Act 1972) to the Clerk or appointed Deputy (see PC meeting 23.07.12 min 52 iv.).
Dispensation had not been sought by Cllr Stephens, and whilst she would remain in the meeting, would not take part in the discussion, or vote on the item.
- 132. APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 23RD NOVEMBER 2020** (*Agenda item 4*) ***The minutes to the meeting were approved as a correct record.***
Proposed: Cllr K Joyce Seconded: Cllr J Taviner
All members present at the last meeting were in favour.
- 133. MINUTE UPDATE FROM THE NOVEMBER PARISH COUNCIL MINUTES ALONG WITH THE DECEMBER AND JANUARY CLERK'S REPORTS – Annex 1** (*Agenda item 5*)
Min 124b. Survey works on the Parish Council Offices. Investigations had been carried out, the results of which would be discussed with the landlord.
- 134. TO RECEIVE A CRIME REPORT FOR THE LAST MONTH PERIOD** (*Agenda item 6*)
A report had been received for the previous month period. This was read to the meeting by the Chairman.
- 135. RESPONSE TO MATTERS RAISED DURING PUBLIC PARTICIPATION AT THE PREVIOUS MEETING OF THE PARISH COUNCIL** (*Agenda item 7*) With all matters raised having been addressed there were none.
- 136. PUBLIC PARTICIPATION** (*Agenda item 8*) *The Chairman suspended the meeting to allow public participation and stated that this was the only time during the meeting members of public present would be allowed to address the Council.*

- a. **To receive an update from WinSpace and to advise of a public meeting to be held on 10th February.** A WinSpace representative advised that architects would be present at the public meeting being held to gauge support for final plans for a new community centre. Pre-planning advice received indicated NSC preference that a new centre should be distanced from existing housing. This was the only issue that had not/could not be resolved due to limitations such as land availability dictated by settlement boundaries, AONB and ownership of land by potential developers. Community consultation to date had shown clear preference for a centre for that was located close to Winscombe Village, being accessible by foot or bicycle from surrounding areas and from The Strawberry Line. It was anticipated that subject to feedback received at the public meeting, a full Planning Application for the new building would be submitted to NSC late February 2021. It was hoped that the Parish Council, whilst reserving the right to comment on building plans when submitted through the planning process, would support the location for the new centre on the existing community centre site. Questions were asked in response to funding for the new build.
- b. **An opportunity to ask questions on the future of Churchill Sport and Leisure Centre.** The Chairman of the Working Group, set-up at the request of NSC to try to provide community input into the future of the Sport & Leisure Centre outlined the reasons behind this and rationale in asking for community support from those within the catchment area. NSC Cllr Haverson was a welcome member of that group. Substantial funding would be required for the centre to continue due to an old swimming pool and other issues identified in the fabric of building and therefore a consultation had been set up to seek community views on support for the future of the centre. As a number of people in the parish were users of the facility, a stronger message could be sent to NSC if there was a good response to the survey about the desire for continued facilities that were especially important in the current climate for mental and health benefits.
- With no further members of the public wishing to speak, the Chairman re-convened the meeting*

137. TO RECEIVE A WARD COUNCILLOR & NSC PARISH LIAISON OFFICER UPDATE (*Agenda item* Ward Cllr Haverson updated the meeting on NSC related matters. These included information about NSC applying to join the West of England Combined Authority, Climate Emergency six-month update report and the NSC medium-term financial plan to be presented to the next NSC Executive Committee. A strategic review of NSC asset accommodation and development strategy would include the review of the future for the Churchill Sports and Leisure Centre.

Mr Kirby gave details on COVID case rates for the area, rapid testing centres and a testing for front line services as well as progress on the roll out of the vaccine. He also spoke on short term financial implications for NSC due to COVID and the impact of the pandemic on Town Centres. An asset strategy group had been set up to assess many NSC assets coming to the end of term of their useful life.

138. TO AUTHORISE BILLS FOR PAYMENT. Annex 2 (*Agenda item 10*)
Direct payments, cheques, direct debits, and standing order payments as detailed totalling £18,993.64 (incl. vat) were authorised for payment.
Proposed: Cllr I Kilpatrick Seconded: Cllr L Van Haaren All in favour

139. TO RECEIVE A REPORT FROM A MEETING OF THE EMPLOYMENT, FINANCE & POLICIES COMMITTEE HELD ON 18TH JANUARY 2021 AND TO APPROVE THE MINUTES AND RECOMMENDATIONS FROM THAT MEETING *Cllr L Stephens Annex 3*

To comply with current Government restrictions in the third National Lockdown period, the February Internal Audit inspection would take place remotely. Members were thanked for their restraint shown when setting draft budget proposals for the forth coming financial year.

a. **To approve the minutes of the committee meeting held on 18th January**

The minutes to the meeting were approved as a correct record.

Proposed: Cllr K Joyce Seconded: Cllr J Taviner

All those present at the meeting were in favour

b. **To approve the budget and set a parish precept demand for 2021/22**

The projected forecast figures (2020/21) and the proposed budget (2021/22), as considered by the committee were detailed to the meeting. This would result in a recommended precept demand figure for the next financial year to be increased from £149,000 to £155,000 and would mean a Local Council Element of Headline Council Tax per D Band property increase from £71.86 to £73.33 which was equivalent to a 2.1% increase rise per 'D' band property on the current financial year.

It was proposed that the 2021/2022 budget is approved and the Parish Council precept demand to NSC for 2021/2022 be set at £155,000

- Proposed: Cllr A Forbes Seconded: Cllr G Lloyd 13 in favour, 1 abstention**
- b. To approve payment of small grant application to Sandford gardening club of £150**
The small grant application of £150 from Sandford Gardening Club was approved for payment in the current financial year
Proposed: Cllr M Boddy Seconded: Cllr I Kilpatrick All in favour
- d. Regular payments already made by direct debit or standing order – to reaffirm for 2021/22**
Payments as detailed in the committee meeting minutes were reaffirmed.
Proposed: Cllr J Taviner Seconded: Cllr J Witcher All in favour
- e. To approve contributions, donations and grant applications as included in 2021/2022 budget proposals.** Grant applications, contributions and donations as listed in the approved budget were agreed for payment in 2021/2022
Proposed: Cllr I Kilpatrick Seconded: Cllr L Van Haaren All in favour
- f. To allocate £11,000 CIL (Community Infrastructure Levy) receipts towards year 1 works for repairs to the drainage system and roadway at the recreation ground.**
The Parish Council authorised expenditure of £11,000 from CIL receipts towards Infrastructure Maintenance works (in accordance with reg 59c of the CIL Regulations 2010, as amended) to maintenance of the Recreation Ground Roadway.
Proposed: Cllr T Nicholson Seconded: Cllr J Taviner All in favour
- g. To authorise salary increases and honorarium/bonus payment as recommended**
Salary increases and a one-off payment for exceptional service as detailed in the meeting minutes were approved by the Parish Council.
Proposed: Cllr T Nicholson Seconded: Cllr M Boddy 13 in favour, 1 abstention
The Parish Council Chairman conveyed his thanks to the Committee Chairman and Clerk for the manner in which budget meetings had been conducted and also for works in the budget preparation.
- 140. WINSCOMBE COMMUNITY CENTRE – Parish Council to consider supporting location of a new community centre.**
Having not had sight of detailed plans for a new centre, the Parish Council considered the location only of the proposed building. With NSC supporting the rejuvenation of village and town centres and also promoting sustainable travel through walking and cycling, the location on its current site was considered preferable.
It was proposed that whilst reserving the right to comment on plans for a new Winscombe Community Centre when submitted through the planning process, that a letter is provided to the Winscombe Community Association supporting the location of the new build.
Proposed: Cllr K Joyce Seconded: Cllr J Witcher 12 in favour, 2 abstentions
- 141. TO CONSIDER THE FUTURE OF CHURCHILL SPORTS AND LEISURE CENTRE – a request had been received for Parish Council support for ongoing work to safeguard the future of the centre.**
A working group had been set up to gauge support from the local community for the future of the currently closed sports centre. A survey form had been circulated around the catchment area of the school that would remain open until early March.
It was proposed that the Parish Council support ongoing works to safeguard the future of Churchill Sports Centre.
Proposed: Cllr T Nicholson Seconded: Cllr J Taviner 12 in favour, 2 abstentions

Cllr L Stephens was nominated as Parish Council Representative for the working group
Proposed: Cllr G Lloyd Seconded: Cllr L Van Haaren All in favour
- 142. TO CONSIDER QUOTATIONS FOR ‘PRIORITY 2’ WORKS AS IDENTIFIED IN THE ANNUAL TREE INSPECTION REPORT AND APPOINT A CONTRACTOR TO CARRY THESE OUT.**
It was proposed that works are instructed to carry out priority 2 works as identified in the annual Health and Safety Tree Inspection Report and works were awarded to contractor 3 at a cost of £1,560.
Proposed: Cllr M Boddy Seconded: Cllr T Adams 13 in favour, 1 against
Contract awarded to Fountain Tree Care

143. TO CONSIDER AMENDMENTS AS REQUESTED BY WINSCOMBE CRICKET CLUB TRUSTEES TO THE LEASE FOR LAND BENEATH THE CLUB HOUSE BUILDING

With Cllr Stephens having previously declared a non-pecuniary interest in the agenda item, the member took no part in the discussion of subsequent voting on this.

Cricket Club Trustees wished to make amendment to the previously agreed ground lease and advice on those amendments had been circulated to members from Parish Council Solicitors on these changes.

It was proposed that the amendments as outlined, and the additional wording requested were permitted. This was in line with Parish Council Solicitor advice.

Proposed: Cllr T Nicholson **Seconded:** Cllr I Kilpatrick **All in favour**

144. LEASE OF STRONGVOX JUNIOR FOOTBALL PITCH FROM NSC - PARISH COUNCIL TO RECEIVE AN UPDATE AND TO CONSIDER LEASE OF THE PITCH FROM NSC FOR SCHOOL AND COMMUNITY USE

The developer of the adjacent housing estate would only undertake to carry out remediation work to the football pitch area whilst they remained on site. The development was programmed for completion in August 2021. The playable surface of the football pitch area did not meet the required size of a '7 aside' football pitch including the run-off area. The developer would not provide drainage to the pitch area or additional netting to prevent stray balls being kicked over the top of the fencing. A right of way had been created from a newly installed gate at the school to the playing field allowing safe access for the children away from the A368.

The Chairman and Clerk had attended a further virtual meeting with the school Headteacher where it was confirmed that the school would still very much welcome the open space. Football would be only a small part of school use for the area with a range of other activities taking place on this including sports days. The school would be responsible for the grass cutting of the area and their Caretaker would check the grounds and lock the gate closed at the start of the school week. This would then be opened on a Friday afternoon on conclusion of school activities to enable community use of the area over weekends and school holidays. Dogs would not be permitted in the enclosed area.

The school should be asked to risk assess use of the area for safety especially in muddy conditions and provide the Parish Council with sight of the document.

It was proposed that to allow community use of the area outside agreed school hours that the Parish Council engage solicitors to enter into negotiation for a lease agreement, at a peppercorn rent for the land from North Somerset Council.

Proposed: Cllr J Witcher **Seconded:** Cllr T Nicholson **All in favour**

Parish Council Solicitors should be asked to comment on the proposed Heads of Terms Lease Agreement provided by NSC and to offer guidance regarding the proposed lease term.

145. PARISH COUNCIL TO CO-OPT CLLR WITCHER ONTO PARISH COUNCIL COMMITTEE AND WORKING GROUPS. Cllr Witcher was duly co-opted onto the Employment, Finance and Policies Committee, Environment Working Group and Cemetery and Allotment Working Group

Proposed: Cllr G Lloyd **Seconded:** Cllr L Van Haaren

13 in favour. Cllr Witcher abstained from the vote.

146. TO RECEIVE A REPORT FROM A MEETING OF THE ENVIRONMENT WORKING GROUP HELD ON 30TH NOVEMBER AND TO APPROVE THE RECOMMENDATIONS FROM THAT MEETING *Cllr J Taviner*

a. Award land AX29/67 - costings for a 1.2m metal kissing gate of £310 had been received from NSC. It was recommended that a 50/50 split is agreed between the PC and NSC. Expenditure of £155.

It was proposed that the gate is replaced as suggested, or with a less expensive self-closing metal pedestrian gate

Proposed: Cllr M Boddy **Seconded:** Cllr L Stephens **All in favour**

b. It is recommended that a 20mph speed reduction in some areas be investigated along with establishing costings

The Parish Council was in favour of investigation and public consultation on a 20mph speed limit reduction for some areas of the parish. The Environment Group would progress plans at their next meeting.

Proposed: Cllr J Witcher **Seconded:** Cllr I Kilpatrick **12 in favour, 2 abstentions**

147. TO RECEIVE A REPORT FROM A MEETING OF THE CEMETERY AND ALLOTMENT WORKING GROUP HELD ON 7TH DECEMBER 2020 AND TO APPROVE THE RECOMMENDATION FROM THAT MEETING *Cllr L Stephens*

- a. **To consider condition and future of trees 6 (Crab Apple in decline £120 to fell) & 19 (Swedish Whitebeam was dead £20 to remove) at the cemetery.**

It was proposed that a crab apple tree at the cemetery entrance in decline and loosing limbs, and a dead Swedish Whitebeam were both felled at a total cost of £140

Proposed: Cllr C Lomas Seconded: Cllr P Watkins All in favour

- b. **Parish council to consider earmarking of future cemetery fees towards replacement of the allotment pathway and picket fence dividing the allotments from the cemetery area.**

When works to improve the cemetery entrance and carpark resurface works were completed, cemetery fees should be earmarked towards replacement of the allotment pathway and cemetery picket fencing.

Proposed: Cllr K Joyce Seconded: Cllr G Lloyd All in favour

148. TO RECEIVE A REPORT FROM A MEETING OF THE CHAIRMAN'S COMMITTEE HELD ON 9TH DECEMBER 2020 AND TO APPROVE THE MINUTES FROM THAT MEETING. Annex 4

The minutes to the meeting were approved as a correct record.

Proposed: Cllr L Stephens Seconded: Cllr L Van Haaren

All those present at the meeting were in favour

The meeting had dealt with a matter concerning use of the shower and changing facilities at the Recreation Ground. These were again closed under current Government Restrictions during the third National COVID lockdown period.

149. MATTERS FOR INFORMATION (Agenda item 19)

- **Law relating to Parish Council and Assembly meetings** – at the current time it is not known whether Local Councils will be allowed to continue to hold meetings remotely after 6th May 2021. The Annual Parish Assembly had been scheduled for 12th April and plans should progress to hold this meeting remotely. The situation concerning virtual meetings should be kept under review, and if necessary, the Annual meeting of the Parish Council re-scheduled to take place before 7th May 2021.

With no further business, the meeting concluded at 8.55 pm

Signed..... (Chairman)

Date.....

Winscombe and Sandford Parish Council acknowledge the general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, race, gender, gender reassignment, sexual orientation, marital status, religion & belief, pregnancy & maternity and disability) Crime and Disorder, Health & Safety and Human Rights.