



**A Meeting of the Parish Council was held on
Monday, 29th April 2019,
Sandford Village Hall at 7.30 p.m.**

Those present at the meeting:

Parish Cllrs Present: Mr C Ballard, Ms J Corry, Mr A Forbes (Vice-Chairman), Mr K Joyce, Mr I Kilpatrick, Mr G Lloyd, Mr G Paterson, Mr V Slater, Dr P Watkins, Mr J Westlake and Mr M Williamson (Chairman)

Members of the public: Eighteen
Clerk: Mrs L Rampton
Deputy Clerk: Ms C McGrath

Parish Cllrs Absent: Mr M Boddy, Ms C Boase, Mr C Lomas and Mr G Luckett

205. APOLOGIES FOR ABSENCE (*Agenda item 1*) were received from Parish Councillors C Boase, M Boddy and C Lomas along with NSC Parish Liaison Officer Mr J Kirby.

206. DECLARATIONS OF INTEREST (*Agenda item 2*). The following non-pecuniary interests were declared by members along with dispensation requests:

Cllr M Williamson	Agenda item 12	Social member of Cricket Club	Speak and vote
Cllr A Forbes	Agenda item 15	Culvert services water into his pond	Speak and vote

207. 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 was granted to Cllrs Forbes and Williamson for this meeting only as the non-pecuniary interests were not deemed significant enough to exclude the member from fully participating in the discussion and voting on the matter.

208. APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 25TH MARCH 2019 (*Agenda item 4*)

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

Proposed: Cllr J Westlake Seconded: Cllr A Forbes

All members present at the last meeting were in favour.

209. MINUTE UPDATE FROM THE MARCH PARISH COUNCIL MINUTES AND APRIL CLERK'S REPORT – Annex 1 (*Agenda item 5*)

Min. 198, Aurora Planning Appeal – this had now concluded

Min 199, Parish Assembly – the Chairman considered the event to have had a good attendance with the refreshments being well received.

Min 201b, replacement of parish planters – items had been purchased at a cost of £167.

Min 202 Chairman's Committee meeting – delivery by NSC of the litterbag hoops and re-cycle box nets was awaited.

Clerk's Report – member's attention was drawn to the date arranged for the 'Dementia Aware' evening meeting and the withdrawal of the parish street lighting maintenance contractor.

210. CRIME REPORT FOR THE LAST MONTH PERIOD (*Agenda item 6*)

With the police not in attendance, no report was available to the meeting.

An observation was made regarding the lack of police presence and reports available at recent Parish Council and Assembly meetings. It was explained, that to maintain an adequate Police cover across the district, Officers were no longer able to change shifts to accommodate such meetings.

The Clerk was instructed to contact the Police and Crime Commissioner regarding the lack of communication from the local force and invite her to attend a future meeting of the Parish

Council to explain realistic expectations of the contact that should be expected by the Parish Council.

Proposed: Cllr P Watkins

Seconded: Cllr G Paterson

9 in favour, 2 against

211. RESPONSE TO MATTERS RAISED DURING PUBLIC PARTICIPATION AT THE PREVIOUS MEETING OF THE PARISH COUNCIL (*Agenda item 7*) None required.

212. 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.*

Cricket Clubhouse Ground Lease – representatives from local sporting clubs were in attendance and wished to air views on the proposed lease agreement extension.

A number of representatives from **Winscombe Rugby Club** spoke in opposition to the lease extension, considering this an ideal opportunity for joint development of all sporting facilities between the clubs. A new lease would preclude future development of overall facilities and it was thought the footprint of the changing rooms alone, even two-storey, was not adequate to support expansion of the clubs to include ladies teams.

A **Winscombe Football Club** representative spoke in favour of a Cricket Clubhouse lease extension with the sporting clubs not being at a suitable moment in time to progress a joint venture of all facilities. The Cricket Club lease agreement with the Parish Council was a separate issue to the Changing Room facilities and to dispel any rumour concerning income, the Club House Executive Committee had been asked to share accounts with all constituent clubs.

Two members of **Winscombe Ladies Hockey Club** were opposed to a lease extension at this time and considered an opportunity for total re-development of sports facilities didn't arise very often. Whilst playing on the adjacent Sidcot School all-weather pitch, there were no changing facilities available at the Recreation Ground to accommodate the hockey teams. New housing development would cause a surge in sports clubs growth.

Winscombe Cricket Club representatives explained that since the lease started in 1979, the club had complied with all aspects of this, and being an 'open members not-for-profit club', funds had been re-invested back into the Clubhouse. The Executive Committee, which has overall responsibility for the building and supported the lease extension at their January 2019 meeting, has members from all playing clubs using the grounds. Due to sensitivities between sporting clubs, replacement of the Club House facility had not been discussed in over two years.

Sports Changing Rooms – all those sporting clubs present at the meeting were in agreement that the changing facilities no longer met the needs of a growing parish and all clubs wished to be part of any re-development proposals for those.

With no further members of the public wishing to speak, the Chairman re-convened the meeting.

213. TO RECEIVE A NSC PARISH LIAISON OFFICER UPDATE (*Agenda item 9*)

There was no update. Members did not have any matters they wished to be raised with the Liaison Officer.

214. TO AUTHORISE BILLS FOR PAYMENT Annex 2 (*Agenda item 10*)

With a question being answered regarding holiday entitlement for an employee, direct payments, direct debits and standing order payments as detailed totalling £13,619.37 (incl. vat) were authorised for payment.

Proposed: Cllr G Lloyd

Seconded: Cllr I Kilpatrick

All in favour

With the majority of public present to hear council discussion on agenda item 12, with the agreement of the council, the Chairman varied the order of the agenda to allow consideration of this item at this time. For the purposes of the minutes, items are recorded in the order they appeared on the agenda.

215. TO RECEIVE AND APPROVE THE MINUTES FROM A MEETING OF THE EMPLOYMENT, FINANCE AND POLICIES COMMITTEE HELD ON 15TH APRIL 2019 Annex 3 – Cllr M Williamson
Accounts 2018/19 (*Agenda item 11*)

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

Proposed: Cllr A Forbes

Seconded: Cllr G Lloyd

All members present at the meeting were in favour.

Cllr Ballard left the meeting.

- a. **The Parish Council adopted the Investment Strategy and Policy, this being the manner in which the Parish Council had previously invested monies.**

Proposed: Cllr K Joyce Seconded: Cllr V Slater 9 in favour, 1 abstention

- b. **It is recommended to the Parish Council that the review of the effectiveness of the system of internal control be accepted.**

The council accepted the review of the effectiveness of the system of internal control.

Proposed: Cllr V Slater Seconded: Cllr K Joyce All in favour

- c. **Annual Governance and Accountability Return 2018/19 Part 3, p3 – Annual Internal Audit Report 2018/2019 has been completed and the end of year report and financial risk assessment was presented to the council for acceptance.**

It was noted that council policies should be routinely reviewed during 2019/2020.

The council noted and accepted the Annual Internal Audit Report along with the letter report of the final audit visit for the 2017/18 financial year and financial risk assessment.

Proposed: Cllr A Forbes Seconded: Cllr V Slater All in favour

- d. **The accounts for the 2018/19 financial year, prepared on a receipts and payments basis were presented to the Parish Council for approval.**

The council approved the accounts

Proposed: Cllr K Joyce Seconded: Cllr J Westlake All in favour

- e. **Section 1 - Annual Governance Statement 2018/19, Box 1 - 8 of the Annual Governance Statement was recommended for completion as 'yes' and with box 9 completed as N/A.**

The Annual Governance Statement was completed as recommended and duly signed by the Chairman and Clerk.

Proposed: Cllr A Forbes Seconded: Cllr I Kilpatrick All in favour

- f. **Section 2 – Accounting Statements for 2018/19 The completed Accounting Statements was recommended for approval.**

The completed accounting statement, having been signed by the Responsible Finance Officer and presented to the council in advance of the meeting was approved and duly signed by the Chairman.

Proposed: Cllr V Slater Seconded: Cllr K Joyce All in favour

Other committee recommendations to be considered by the council:

- g. **A Parish Councillor Privacy Notice should be adopted by the Council.**

The council adopted the Parish Councillor Privacy Notice

Proposed: Cllr I Kilpatrick Seconded: Cllr G Lloyd All in favour

- h. **It was proposed that payment is made to the Handyman Orderly for the 2017/18 and 2018/19 holiday years using the .GOV.UK calculator (based on 155 hours worked) of 19 hours holiday pay.** The holiday payment was approved for payment

Proposed: Cllr A Forbes Seconded: Cllr I Kilpatrick All in favour

- i. **The WMRG Advisory Committee Terms of Reference as amended is, recommended for adoption.** The amended terms of reference was adopted by the council.

Proposed: Cllr I Kilpatrick Seconded: Cllr G Lloyd All in favour

The Clerk left the meeting.

It was proposed that due to the confidential nature of the business to be conducted in relation to a staff members terms of service, members of the public were asked to leave the meeting for the duration of this agenda item only.

Proposed: Cllr G Paterson Seconded: Cllr P Watkins All in favour

Members of the public duly left the meeting.

- j. **To confirm Parish Council Pension Contribution for the Clerk**

It was proposed that the Parish Council should continue with the previous decision regarding employer pension contributions under Auto-Enrolment for eligible staff (pc min 82a, 22.09.14). Monthly employer contributions based on 3% of gross salary, rounded to the nearest pound (£88) should be paid.

Proposed: Cllr P Watkins Seconded: Cllr G Paterson 6 in favour, 4 against

The Clerk returned to the meeting.

216. CRICKET CLUB – LEASE OF PART OF THE WAR MEMORIAL PLAYING FIELDS – TO CONSIDER AN EXTENSION OF 25 YEARS TO THE CURRENT LEASE AGREEMENT ENDING 2024 (TO 2049) AND TO INCREASE THE CURRENT LEASE PAYMENT FROM £1,500 PA TO £1,750 PA – Cllr M Williamson (Agenda item 12)

Letters from Cricket, football and rugby clubs had been circulated to members in advance of the meeting. In debate the issue of the lease of part of the War Memorial Playing Fields on which the Cricket Clubhouse was built was considered by some to be a separate issue to the lease to the sporting clubs for use of the Parish Council owned changing rooms. Whilst it was hoped that at some time in the future, the sporting clubs would be in a position to progress joint plans for a building as ambitious as their sporting achievements, the Clubhouse was in need of improvement works at this time. Re-assignment options should a loan be secured against the Clubhouse building were considered. The council was not in favour of amendments suggested by the Cricket Club in relation to clause 4(a) of the principle lease granted in 1979.

It was proposed that:

- i) **The current lease for the land on which the Clubhouse building is located be extended by 25 years from 2019, expiring in 2044.**
- ii) **The annual lease charge due in 2019 increases payment from £1,500 pa to £1,750 for the next five-year period, with an option to review charges at each five-year period during the term of the lease.**
- iii) **Winscombe Cricket Club should pay all legal costs incurred by the Parish Council in association with the lease extension/early lease review.**

Proposed: Cllr A Forbes Seconded: Cllr V Slater

An amendment was proposed to the original motion that a proviso be added that talks with other clubs continue regarding re-development of the changing rooms.

Proposed: Cllr I Kilpatrick Seconded: Cllr K Joyce 4 in favour, 7 against
Amendment Failed.

The Council returned to the original motion.

It was proposed that:

- iv) **The current lease for the land on which the Clubhouse building is located be extended by 25 years from 2019, expiring in 2044.**
- v) **The annual lease charge due in 2019 increases payment from £1,500 pa to £1,750 for the next five-year period, with an option to review charges at each five-year period during the term of the lease.**
- vi) **Winscombe Cricket Club should pay all legal costs incurred by the Parish Council in association with the lease extension/early lease review.**

Proposed: Cllr A Forbes Seconded: Cllr V Slater 7 in favour, 4 against

The majority of public present left the meeting at this time.

217. MAY FAIR ON THE GREEN, SATURDAY 11TH MAY – the Parish Council to consider holding a stall? (Agenda item 13)

Cllr Westlake would attend the Fair and hold a stall on behalf of the Parish Council, although assistance from other members would be appreciated, especially when it came to dismantling the stall at the end. Jack Taviner, who would be a newly elected Parish Councillor at that time, had volunteered to assist Cllr Westlake.

218. TO CONSIDER A REQUEST FROM THE WOODSPRING RAMBLERS TO FUND IMPROVEMENTS ON PUBLIC RIGHTS OF WAYS AX29/18, AX29/19 AND AX29/26/10. TOTAL COST £640 (Agenda item 14)

Normal procedure when contributing towards footpath improvement would be on receipt of a request from, and match funding for the works from NSC. In this instance the request had been received directly from the Woodspring Ramblers and it was considered this should involve a grant application form.

A request for clarification that NSC was in favour of these works had been made to the Public Rights of Way Officer, although no response had yet been received. It was noted that AX29/26 ran from Church Road to Max Mill rather than from The Lynch to Max Mill and a survey of that footpath should be requested of NSC as it was considered that this may benefit from other improvement works also.

It was proposed that decision on this matter be deferred to a future meeting when comments and a formal request had been received from NSC.

Proposed: Cllr P Watkins Seconded: Cllr A Forbes All in favour

