



## A Meeting of the Parish Council was held on Monday, 13<sup>th</sup> May 2019, Sidcot School, Old Library at 7.30 p.m.

Those present at the meeting:

**Parish Cllrs Present:** Ms C Boase, Mr M Boddy, Mr A Forbes (Chairman), Ms K Haverson, Mr K Joyce (Vice-Chairman), Mr I Kilpatrick, Mr G Lloyd, Mr T Nicholson, Mr G Paterson (Vice-Chairman), Mr V Slater, Mr J Taviner, Mr M Williamson (Retiring Chairman) and Mr J Westlake.

**Members of the public:** Four  
**NSC Parish Liaison Officer:** Mr J Kirby  
**Clerk:** Mrs L Rampton  
**Deputy Clerk:** Ms C McGrath

**Parish Cllrs Absent:** Mr C Lomas and Dr P Watkins,

*As his last act before ceasing to be a member, Cllr M Williamson took the Chair and opened the meeting. Should there be a tie in the election of a Chairman, Cllr Williamson would have a casting vote only and no first vote. With the exception of Cllr Lomas, all members had signed a 'Declaration of Acceptance of Office' in advance of the meeting. With the agreement of the council, Cllr Lomas would be permitted to sign his declaration at, or before his attendance at the next meeting of the council.*

### 1. **TO ELECT A CHAIRMAN** (*Agenda item 1*)

Nominee Mr A Forbes (1 nomination received for Mr Forbes)  
Proposed: Cllr K Joyce                      Seconded: Cllr G Lloyd  
Mr Forbes was unanimously elected as Parish Council Chairman.  
*The Declaration of Acceptance of Office was duly signed and received by the Clerk.*  
Cllr Williamson stood down and Cllr Forbes took the Chair.  
Cllr Forbes welcomed all to the meeting and thanked the council for their vote of confidence.

### 2. **TO ELECT A VICE-CHAIRMAN** (*Agenda item 2*)

As two nominations from worthy candidates had been received, the council chose to elect two Vice-Chairmen jointly.

Nominee Mr K Joyce (1 nomination received for Mr Joyce)  
Proposed: Cllr A Forbes                      Seconded: Cllr G Lloyd  
Mr Joyce was unanimously elected as joint Parish Council Vice-Chairman.

Nominee Mr G Paterson (1 nomination received for Mr Paterson)  
Proposed: Cllr M Boddy                      Seconded: Cllr G Lloyd  
Mr Paterson was unanimously elected as joint Parish Council Vice-Chairman.  
*The Declarations of Acceptance of Office were duly signed and received by the Clerk.*

3. **APOLOGIES FOR ABSENCE** (*Agenda item 3*) were received from Parish Councillors C Lomas and P Watkins, along with Ward Councillors A Harley and Police Representatives.

### 4. **COUNCIL TO RESOLVE TO RE-ADOPT THE GENERAL POWER OF COMPETENCE, HAVING MET THE ELIGIBILITY CRITERIA** (*last adopted April 2016*) (*Agenda item 4*)

With the Clerk and Deputy Clerk both holding a recognised professional qualification (Certificate in Local Council Administration (CiLCA)) and the council meeting the electoral mandate of having at least two thirds of the council holding office as a result of being declared (i.e. not co-opted), the following resolution was passed by the council:

**The Council resolves that from 13<sup>th</sup> May 2019, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012, to adopt the General Power of Competence.**

**Proposed: Cllr I Kilpatrick                      Seconded: Cllr M Boddy                      All in favour**

5. **TO APPOINT PARISH COUNCIL REPRESENTATIVES TO OUTSIDE BODIES Annex 1** (*Agenda item 5*) The representatives to Outside Bodies named in Annex 1 were duly elected en-masse.  
Proposed: Cllr J Westlake                      Seconded: Cllr J Taviner                      All in favour
6. **TO APPOINT MEMBERS TO COMMITTEES Annex 2** (*Agenda item 6*)  
Membership as outlined in 'The Committee Structure' document including Parishioner volunteers attached as Annex 2 to the minutes was duly elected en-masse.  
Proposed: Cllr M Boddy                      Seconded: Cllr K Joyce                      All in favour
7. **COUNCIL TO RE-ADOPT STANDING ORDERS AND FINANCIAL REGULATIONS** (*Agenda item 7*).  
With it being noted that Parish Council Policies would be reviewed during 2019/2020, Parish Council Standing Orders, Financial Regulations and associated documents were re-adopted by the council.  
Proposed: Cllr I Kilpatrick                      Seconded: Cllr G Lloyd                      All in favour
8. **DECLARATIONS OF INTEREST** (*Agenda item 8*). No interests were declared.
9. **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 9*).  
*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.)*  
As no interests had been declared, there were none.
10. **APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 29<sup>TH</sup> APRIL 2019** (*Agenda item 10*)  
*The minutes to the meeting were approved as a correct record.*  
Proposed: Cllr G Paterson                      Seconded: Cllr J Westlake  
All members present at the last meeting were in favour.
11. **MINUTE UPDATE FROM THE MARCH PARISH COUNCIL MINUTES AND APRIL CLERK'S REPORT – Annex 3** (*Agenda item 11*)  
*Min. 217 – May Fair on The Green.* Cllrs Westlake and Taviner had reported of a successful event with good attendance at the Parish Council stand.
12. **CRIME REPORT FOR THE LAST MONTH PERIOD** (*Agenda item 12*)  
A report had been circulated to members in advance of the meeting.
13. **RESPONSE TO MATTERS RAISED DURING PUBLIC PARTICIPATION AT THE PREVIOUS MEETING OF THE PARISH COUNCIL** (*Agenda item 13*) None required.
14. **PUBLIC PARTICIPATION** (*Agenda item 14*) *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.*  
**The Russets' development, land to North of Greenhill Road, Sandford** – a parishioner voiced concerns regarding wildlife corridors surrounding the site. In response, a member advised the matter was due for consideration by the Parish Council Planning Committee meeting on 20<sup>th</sup> May as it had been suggested that a number of planning approval conditions had not yet been met.  
**Parish Councillor Co-option** – a parishioner applying for the vacant position introduced herself to the meeting.  
*With no further members of the public wishing to speak, the Chairman re-convened the meeting.*
15. **TO RECEIVE A WARD COUNCILLOR & NSC PARISH LIAISON OFFICER UPDATE** (*Agenda item 15*) Following the 2019 elections, with the first meeting of NSC to take place on 14<sup>th</sup> May, newly elected Ward Cllr Haverson had no matters to report.  
The Parish Liaison Officer spoke on the number of newly elected District/Ward Councillors, leader and committee positions and advised that Officers would ensure that normal council business would ensue in the interim period. NSC would progress as an alliance between political parties rather than a co-llation.

Numerous questions were answered in relation to potential development around Banwell, including the proposed 'Banwell Garden Village' and Banwell by-pass as well as the impact on Sandford and Winscombe road network.

**16. TO AUTHORISE BILLS FOR PAYMENT Annex 4 (Agenda item 16)**

Direct payments, cheques, direct debits and standing order payments as detailed totalling £9,233.66 (incl. vat) were authorised for payment.

**Proposed: Cllr I Kilpatrick                      Secoded:              Cllr V Slater                      All in favour**

**17. TO CONSIDER CO-OPTION OF A NEW PARISH COUNCILLOR TO FILL THE ONE VACANT MEMBER POSITION (Agenda item 17)**

Two applications had been received for the one Parish Councillor vacancy and letters provided by those candidates had been circulated to councillors at, or in advance of the meeting.

**It was proposed that voting on this agenda item should take place by secret ballot.**

**Proposed: Cllr G Paterson                      Secoded:              Cllr G Lloyd                      All in favour**

***In the first round of voting, Lynne Stephens secured the majority number of votes from those present and was duly co-opted onto the Parish Council.***

With the agreement of the Council, Lynne Stephens would sign her declaration of acceptance of Office in advance of the next Parish Council meeting.

**18. TO RECEIVE A REPORT ON, AND TO CONSIDER SUPPORTING AN INSPECTION OF HIGHWAY GULLIES TO THEN BE SUBMITTED TO NSC FOR ATTENTION (Agenda item 18)**

Cllr Taviner reported of a scheme adopted by Congresbury Parish Council where a team of councillors and parishioners inspected and reported to NSC annually on waste/blockage levels of each gully in their Parish. This enabled NSC to then prioritise and direct resources to the worst affected areas.

The NSC Earthlight mapping system (available to all Parish Councillors) could be used to identify actual gully locations. It was suggested that the report could be submitted late summer, annually.

**It was proposed that an annual Parish Council Gully Report, is submitted to NSC via the Environmental Working Group**

**Proposed: Cllr M Boddy                      Secoded:              Cllr J Westlake                      All in favour**

**19. TO CONSIDER ORDER AND PURCHASE OF PARISH COUNCILLOR AND STAFF BUSINESS CARDS (Agenda item 19)**

Parish Councillors requiring cards should notify the Clerk before the end of May 2019.

**It was proposed that business cards are purchased for the Clerk and Deputy, along with those Parish Councillors requesting those.**

**Proposed: Cllr K Joyce                      Secoded:              Cllr J Westlake**

**8 in favour, 3 against, 1abstention**

Consideration should be given to identification badges for members – costs to be considered at the June Parish Council meeting.

**20. MATTERS FOR INFORMATION (Agenda item 20)**

- **Highway Barton Road/ Parsons Way Highway Improvements** – NSC had identified required improvement works to this junction due to the deteriorating surface conditions.
- **Gas Main upgrade** – works to replace 3km of old metal pipe with new plastic pipes had taken place in the Winscombe area.
- **Occasional Newsletter** – delivery options were explained, and future content from members invited
- **Church Road Triangle** – an enquiry should be made with NSC as to when planned works for the Church Road triangle would take place as part of the Woodborough Farm housing development.
- **Information for new & returning Councillors** – members were encouraged to familiarise themselves with information provided, attend as many committee meetings as possible and raise questions with the Clerk in advance of full Parish Council meetings in order to speed up meetings. A number of nominations had been received for Chairmen positions for committees and working groups.

With no further business, the meeting concluded at 8.30 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.*

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