



**A Meeting of the Parish Council was held on
Monday, 22nd June 2020,
remotely via zoom at 7.30pm**

Those present at the meeting:

Parish Cllrs Present: Ms C Boase, 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 and Mr L Van Haaren and
Cllr P Watkins

Members of the public: Fourteen
NSC Ward Cllr: Dr K Haverson
NSC Parish Liaison Officer: Mr J Kirby
Clerk: Mrs L Rampton
Deputy Clerk: Ms C McGrath

Parish Cllrs Absent: Mr M Boddy, Mr G Paterson (Vice-Chairman) and Mr V Slater

- 24. APOLOGIES FOR ABSENCE** (*Agenda item 1*) had been received from Parish Councillors Paterson and Slater.
- 25. DECLARATIONS OF INTEREST** (*Agenda item 2*). Cllr Stephens declared a non-pecuniary interest in agenda item 17a. with her husband being Chairman of the Cricket Club.
- 26. 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 not sought by Cllr Stephens, with the member to leave the meeting at the appropriate time.
- 27. APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 18TH MAY 2020** (*Agenda item 4*)
With a correction to a name spelling in minute 17, and it noted that all members were in favour of the proposal at minute 19c, the minutes to the meeting were approved as a correct record.
Proposed: Cllr G Lloyd Seconded: Cllr E Buckland
All members present at the last meeting were in favour.
- 28. MINUTE UPDATE FROM THE MAY PARISH COUNCIL MINUTES AND JUNE CLERK'S REPORT – Annex 1** (*Agenda item 5*)
Declarations of Acceptance of office signed by members at the last meeting had all duly been received by the Clerk.
Minute 19, Financial Matters – it was noted that the Annual Governance and Accountability Return (AGAR) had been submitted to the appointed External Auditor. The notice advising of the public rights for the inspection period of the unaudited AGAR had commenced on 15th June, ending on 24th July 2020.
- 29. CRIME REPORT FOR THE LAST MONTH PERIOD Annex 2** (*Agenda item 6*)
A report for the last month period was read to the meeting by the Chairman.

30. **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 or included on the meeting agenda for further discussion there was none.
31. **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.*

Greener Church Road Group – a consultation had been initiated by the group with residents of neighbouring roads in order to gauge support of a possible application to NSC to introduce a 20mph zone and speed calming measures for the area. Whilst interim responses had been shared, the group consultation remained open until end June 2020. The Group requested the support of the Parish Council for a 20mph zone to protect vulnerable residents that would include traffic calming measures such as signage and road lining as a minimum. Due to the current construction taking place on the Woodborough Grange development and the impact this would have on the associated roads, parishioners welcomed a speedy response from the Parish Council.

A resident and group member again highlighted concerns for the new road layout for the triangle on the junction of Woodborough Road and Church Road. With the matter having been considered in depth, and on numerous occasions by the Parish Council, the matter would be better raised with NSC who had agreed and implemented traffic calming measures in this area.

Win-Space, ideas for a new and improved Community Centre for the parish – despite the coronavirus ‘lockdown’ the WCA Trustees and Development Committee had been progressing consultation plans to develop the centre. It was recognised that funding would be harder to secure in the current climate and for some time to come, but the group sought to have an agreed plan that built on Community engagement and would be ready to submit for planning approval and to secure grant funding. Architects plans were shown to the meeting and gave detail on the size and positioning of the buildings along with an illustration of shape, layout, and parking. It was advised that direct consultation with neighbours would shortly commence before Trustees decided on the next steps for the programme.

COVID-19 issues for Winscombe Sports Clubs – two representatives from the sports clubs spoke on plans to return to a limited, and tightly controlled form of football and cricket training commencing at the Recreation Ground in the current week. Clear Government advice would be observed with no physical contact between players and social distancing taking place in a controlled environment. Whilst the changing rooms were leased to the sports clubs on a long term agreement, as owner of the facility, consent from the Parish Council was sought for use of toilet facilities with sporting clubs taking full responsibility for a cleaning regime to meet current recommended standards.

With the Sporting Clubs having secured a Government Small Business Grant for the changing rooms, after discussion between the three clubs it was suggested that the monies be used to meet current and deferred lease payments for the changing rooms.

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

32. **TO RECEIVE A WARD COUNCILLOR & NSC PARISH LIAISON OFFICER UPDATE** (*Agenda item 9*) Cllr Haverson spoke on replacement of the West of England Joint Spatial Plan with a local plan for North Somerset. Consultation would likely take place in a two phased approach with the second consultation based on initial feedback and setting out plan proposals. Other updates included recognition by Ofsted for improvements to Children’s Services as well as the re-opening of Weston-General-Hospital. The number of Councillors on the NSC Planning and Regulatory Committee had been reduced by 50% due to current meeting issues, and a planning enforcement matter was highlighted. Walking and cycling issues for the parish for Churchill Academy were being investigated. Parish Liaison Officer Mr Kirby advised of challenges faced on exiting current Covid lock-down restrictions for local services and businesses and the significant economic impact of this. Regeneration Grants had been made available by the Ministry of Housing, Communities and Local Government (MHCLG) to assist town centres to re-open and to stimulate the economy over the next 18 months through accelerated support for existing government funded projects; or in exceptional cases, new “shovel ready” projects that could be delivered in the next 18 months. Schools and Recycling centres had re-opened, albeit in a modified form and NSC was preparing for the re-opening of a wider range of services, working within Government Guidelines.

North Somerset Council voted to accept the terms and conditions from the Housing Infrastructure Fund, and after approval by the NSC Executive Committee will mean that funding will be released for the Banwell Bypass.

33. TO AUTHORISE BILLS FOR PAYMENT Annex 3 (Agenda item 10)

Questions were answered in response to the cleaning regime and recent vandalism of the Woodborough Road public conveniences.

Direct payments, cheques, direct debits, and standing order payments as detailed totalling £20,179.24 (incl. vat) were authorised for payment.

Proposed: Cllr L Stephens **Seconded:** Cllr J Taviner **All in favour**

34. WINSCOMBE COMMUNITY CENTRE CONSULTATION – to consider and comment on proposed initial plans, especially with regard to parish council office facilities and meeting use (Agenda item 11)

Whilst initial plans were welcomed by Parish Councillors and considered to be a significant benefit to the Parish, initial comments on proposed plans for outline **Parish Council space, meeting and working areas**, included:

- i. Concern for accessibility issues
- ii. A considerable notable reduction in the dedicated office, storage and meeting room areas currently leased to the Parish Council. With a growing parish, additional space would likely be required, not less.
- iii. Security – with the Parish Council Office being located in an open area of the centre, security for office staff along with records and data was of concern, especially when the office was unattended.
- iv. Children's parties and other lets in the adjacent meeting room should be considered for safeguarding issues along with noise disruption issues for Parish Council business.
- v. Shared bathroom and kitchen facilities with other users of the centre were not considered ideal. Maybe a second additional kitchen facility could be added (to allow the let of this to other clubs and not affect the ability of Parish Council staff to make refreshments)?
- vi. Disruption to office working conditions in the changeover from old PC premises to the new facility – would the Parish Council have to find alternative accommodation should the 'Headmasters House' be sold in advance of the new centre being complete?
- vii. With the proposed plans and build being some time away, what were the Trustees of the Community Centre doing to address health & building issues currently being encountered in the existing Parish Office?

35. TO CONSIDER THE REPAIR AND REFURBISHMENT OF A FURTHER 3 FINGER POST SIGNS IN THE PARISH – refurbishment and repair work to the finger post sign on the junction of Church Road and Barton Road now complete (Agenda item 12)

As these signs were no longer classified as official highway signage by local authorities, these would be removed when they fell into disrepair rather than maintained by NSC. Members considered refurbishment works to the Barton Road sign to have been completed to a high standard and was a historic asset to the community street scene.

With a further three fingerpost signs in the parish requiring refurbishment and in some cases repair, Somerset Forge should be instructed to carry out works to the following signs

- i. Sandmead Road/Nye Road junction – refurbishment of post and fingers and replacement of missing finger (CHURCHILL 1 ½)
- ii. Church Road/Woodborough Road junction - refurbishment of post and fingers and replacement of missing finger (WINSCOMBE ¼)
- iii. Church Road Square – refurbishment of post and all fingers

Refurbishment and repair costs to three parish finger signs were agreed and Somerset Forge should be instructed with these works at a total cost of £2,000

Proposed: Cllr J Taviner **Seconded:** Cllr G Lloyd **11 in favour, 1 abstention**

36. TO RECEIVE A REPORT ON AND APPROVE THE MINUTES OF A CHAIRMAN'S COMMITTEE MEETING HELD ON 8TH JUNE 2020 – meeting considered the re-opening of the Winscombe skatepark (Agenda item 13)

Although divided in their opinion on the re-opening of the skate park, it was resolved (by the Chairman's casting vote) that the skate park remained closed at that time.

The minutes to the meeting held on 8th June 2020 were approved as a correct record.

Proposed: Cllr K Joyce Seconded: Cllr T Nicholson

All members present at that meeting were in favour

- 37. TO RECONSIDER THE REOPENING OF WINSCOMBE SKATEPARK – information received from local police along with other town and parish councils regarding attitude towards risk (Agenda item 14)**

Information from owners of other skateparks in the area had been circulated to members in advance of this meeting with all those parks still closed. Current Government Guidance prohibited the opening of play areas at this time due to the higher risk of close contact between users and the touching of surfaces.

It was proposed that the skate park remained closed until such time as Government Guidance for play areas changed with the matter to be reconsidered at the next Parish Council meeting, or sooner at a Chairman's Committee meeting.

Proposed: Cllr J Taviner Seconded: Cllr T Nicholson 11 in favour, 1 against

- 38. TO AUTHORISE REMOVAL OF SPOIL AND BRASH PILE AT ILEX LANE CEMETERY AT A COST OF £390 PLUS VAT (Agenda item 15)**

It was proposed that the spoil and brash is removed from the cemetery at a cost of £390

Proposed: Cllr C Lomas Seconded: Cllr K Joyce All in favour

- 39. CHURCH ROAD RESIDENT GROUP – to receive information supplied by residents to support a request for a reduction in the 30mph road speed limit and to consider instruction of a traffic speed count for the application (Agenda item 16)**

The North Somerset Council Executive Committee had received a report at their meeting on 7th January 2020 on the use of 20 mph area to encourage walking and cycling in the district. This encouraged wider community benefits for vulnerable groups such as child pedestrians and the elderly.

Members empathised with the residents of Church Road and the surrounding area on traffic issues but with the Parish Council likely being expected to finance survey work along with traffic regulation orders (TRO's) and calming measures, wished to wait until full guidance for the scheme had been issued by NSC. Other areas in the parish could also be considered and an application packaged together to save on TRO costs at £3,500 per application. Speed survey counts at a likely cost of £210 each could be further considered after the period of 'lock-down' had ended.

It was proposed that the Parish Council further consider the Greener Church Road Resident Group request for a 20mph zone along with a parish wide plan when further information regarding eligibility for such a scheme became available for Town and Parish Councils. Speed survey counts, if appropriate for Church Road would be instructed after receipt of guidance from NSC and the period of 'lock-down' had ended.

Proposed: Cllr K Joyce Seconded: Cllr E Buckland All in favour

- 40. Covid-19. TO IDENTIFY AND AGREE POSSIBLE ADDITIONAL MEASURES TO ASSIST THE PARISH (Agenda item 17)**

Due to a previously declared interest, Cllr Stephens left the meeting.

- a. To receive updated information for the suspension of lease payments for the sports changing rooms and to consider if legal assistance is considered necessary at a cost of £300 - £350**

With the Cricket Club having received a Small Business Grant for the changing rooms, plans were under discussion with the football and rugby clubs to use part of this to pay deferred payment, and ongoing lease payments.

It was proposed that as the lease payments for the changing rooms had already been deferred until end August 2020 (PC min 18 a. 18.05.2020), that the matter is to be reconsidered at the September PC meeting, no legal assistance should be sought at this time.

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

Cllr Stephens was readmitted to the meeting

- b. In a phased return to sport, Parish Council to consider a request for use of hygiene facilities at the Sports Changing Rooms.**

Socially distanced training following Government Guidance would resume at the recreation ground in the current week for cricket, football, and rugby clubs. Whilst the changing rooms and shower facilities would remain closed, toilet facilities were permitted to be used.

Sports clubs should carry out their own risk assessments for the resumption of training along with hygiene protocols for use of toilet facilities. The clubs would be responsible for the sanitisation and cleaning of all areas used by the Coaches and Players with no cleaning to take place by Parish Council employees. Sports Clubs would also be responsible for the replenishment of hand sanitisation and disinfectant products.

Proposed: Cllr T Nicholson

Seconded:

Cllr L Van Haaren

All in favour

c. **Recreation Ground carpark – Parish Council to decide on future action for the closure of the Recreation Ground carpark in view of recent evening activity, and in advance of the possible re-opening of the Cricket Clubhouse facility.**

With a decrease in the number of complaints being received regarding large gatherings at the Recreation Ground, and a marginal improvement in the littering situation, the Recreation Ground vehicle access gate should remain locked closed each Friday until such time as the Cricket Club House resumed opening again.

Proposed: Cllr J Taviner

Seconded:

Cllr T Nicholson

11 in favour, 1 abstention

41. **MATTERS FOR INFORMATION** (*Agenda item 18*)

- **Planning Enforcement matter** – it was reported that a matter highlighted in min 32 above was likely to be emergency access for a utility company.
- **Rights of Way Improvement Plan** – paths would be surveyed by Parish Councillors and other volunteers. A list would then be compiled of routes considered to be important in connectivity value and suggested improvements which could be made for their users. The matter would be listed for discussion at the July PC meeting before submission to NSC.
- **Planning Consultation letter** – it was reported that a local landowner had sent letters to local residents advising of potential plans for change of use of the land.
- **National Grid Works in the Parish** – an increase in lorry movement would be seen in the parish for a two-week period whilst additional deliveries are made to the new sub-station site. Two road closures taking place between July and September were reported
- **The Woodborough Inn** – plans to allow the pub to re-open were taking place with it being likely that tables and chairs would be placed to the front of the premises on the Village Green. This land was under the ownership of The Woodborough Inn.

With no further business, the meeting concluded at 9.35 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.