



## A Meeting of the Parish Council was held on Monday, 28<sup>th</sup> September 2020, remotely via zoom at 7.30pm

Those present at the meeting:

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

**NSC Ward Councillors:** Dr K Haverson

**NSC Parish liaison Officer:** Mr J Kirby

**Clerk:** Mrs L Rampton

**Members of the public:** Eight

**Parish Cllrs Absent:** Ms C Boase and Mrs E Buckland

**60. APOLOGIES FOR ABSENCE** (*Agenda item 1*) had been received from Parish Councillor Boase and NSC Ward Cllr Harley.

**61. DECLARATIONS OF INTEREST** (*Agenda item 2*). Cllr Taviner declared a pecuniary interest in agenda item 10, Safe Routes to School with a family member being directly affected by the withdrawal of the bus service. Cllr Stephens declared a non-pecuniary interest in agenda item 22d. with her spouse being Chairman of the Cricket Club House Committee

**62. 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.)*

With the member not seeking dispensation, Cllr Taviner would leave the meeting at the appropriate time. Dispensation to speak and vote was granted to Cllr Stephens. With her interest being in the Club House facility of the Cricket Club rather than the playing section of the club, the interest was not deemed significant enough to exclude the member from the discussion or vote on the item.

**63. APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 27<sup>TH</sup> JULY 2020** (*Agenda item 4*) *The minutes to the meeting were approved as a correct record.*

Proposed: Cllr I Kilpatrick                      Seconded: Cllr M Boddy

All members present at the last meeting were in favour.

**64. MINUTE UPDATE FROM THE JULY PARISH COUNCIL MINUTES ALONG WITH THE AUGUST AND SEPTEMBER CLERK'S REPORTS – Annex 1** (*Agenda item 5*)

*Min 52. Lease of Strongvox football pitch from NSC. NSC Officers had scheduled a meeting with the new Head Teacher of the Primary School for early October. Clarification on other matters were awaited by NSC from Strongvox.*

*Min 56. Safety Surfacing for the senior swing-set at the Recreation Ground. Works were now complete.*

**65. CRIME REPORT FOR THE LAST TWO-MONTH PERIOD Annex 2** (*Agenda item 6*)

No crime report was available.

**66. 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.

**67. 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.*

**Winscombe Community Orchard** – with a number of letters having been sent to the Parish Council, it was hoped that the Council would now be in a position to reconsider applying to NSC to re-register the orchard as an Asset of Community Value.

**Greener Church Road Group** – a member gave an update on recent group activities that included traffic count data, both recent and historic.

**NSC Safe Route to School and the suspension of Churchill School buses** – a parent spoke on the sudden withdrawal of the service for all parish school children. It was advised that there had been no recent change in Government Policy regarding the criteria for providing the transport, rather that a NSC decision had been made to make ‘improvements to the routes’. Parents had been campaigning against the withdrawal of the buses claiming that the walking and cycling route of up to three miles each way was not safe or suitable for children as young as eleven to walk or cycle on.

**NSC Climate Emergency Town and Parish Working Group** – a parishioner enquired if the Parish Council would be appointing a parish representative?

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

**68. TO RECEIVE A WARD COUNCILLOR & NSC PARISH LIAISON OFFICER UPDATE (Agenda item 9)**

Ward Cllr Haverson updated the meeting on rising numbers of COVID-19 cases in North Somerset with these figures currently being twice the average figure for the rest of the South West. Reasons for the recent closure of Weston General Hospital due to the large number of COVID cases were explained, with the situation now reported to be under control and measures in place to ensure that no repeat of this was likely to happen again. The Ward member also spoke on the new ‘Citizen’s Panel’, new schools and school extension plans in the district as well as improvements for the NS Children’s Centres.

In response to the school transport issue, it was explained that Government Guidance set a limit of three miles before transport would be provided unless there was no safe route to school. NSC Councillors had not been involved in the decision to withdraw free transport for parish school children and were now working with parents and NSC Officers in attempts to resolve the matter. School transport would continue to be provided whilst the matter was under review and works to make the routes safe carried out.

A number of questions from Parish Councillors were answered on the school transport issue.

The NSC Parish Liaison Officer reported on a local COVID-19 outbreak management plan along with the introduction of the NHS ‘test and trace’ QR codes in venues such as children’s centres. Some staff are now working in NSC offices in a COVID secure way for booked appointments only and where the public do not have broadband or the correct IT equipment. Offices are not currently open for public access and drop-in sessions. Responses to the recent ‘Local Plan Challenges’ Consultation were being collated ready for discussions on The Choices’ part of the plan. Potential locations for expansion would be looked at that stage. Involvement in the NSC Climate Action Workshop Group for Parish Councils had been scheduled as part of the full commitment by NSC to the climate agenda and becoming carbon neutral.

**69. NSC SAFE ROUTE TO SCHOOL AND THE WITHDRAWAL OF SCHOOL BUSES TO CHURCHILL COMMUNITY SCHOOL FOR THE PARISH – Parish Council to consider and support parents in their efforts to re-instate buses for parish school children (Agenda item 10)**

*Due to a previously declared interest, Cllr Taviner left the meeting*

The NSC Ward member had advised members earlier in the meeting of improvements intended to make the walk and cycling route to Churchill Community School safe for school pupils. These included the reduction in speed limit on Sandmead Road from 60mph to 30 mph and it being made a ‘no through road’, a speed limit reduction on Churchill Green to 20mph along with a firm footpath to be made along a public right of way (through agricultural land) and a bridge over the stream. Improvements would also be made to The Strawberry Line (proposed walking route) although no lighting was planned for this area. NSC had advised that they were committed to becoming carbon neutral by 2030 and continually looked into ways to coordinate transport options across the district. This included working with highways colleagues to create walking routes to enable pupils to use sustainable forms of travel (walking or cycling) to school where practicable.

Members were dismayed to hear that the Parish Council first learnt of the proposals to withdraw school buses for the parish when contacted by a concerned parent through the PC facebook page. Whilst considerable discussion took place on this matter, members were united in their opinion. Main topic points included:

- Extremely poor consultation with parents and no consultation with the Parish Council at all.
- Any improvements had yet to be made to the intended walk/cycle route.
- The walking route along the unlit Strawberry Line, then on the A368 crossing this road three times due to the lack of continuous footway and through agricultural land containing livestock

(again unlit) was not thought to be a safe walking route for children, especially on dark mornings and evenings

- The cycling route using the Strawberry Line, the A368, Nye Road, Sandmead Road (currently a 60mph narrow dark country lane with blind bends) and Churchill Green was also highly inappropriate.
- The **A368** is a primary status A class road heavily used by HGV's and construction traffic.
- The Strawberry Line registered as a 'Site of Nature Conservation Interest' on the NSC Interactive Planning Map was muddy, flooded, and impassable in some places especially during winter months.
- Whilst the aspirations of the NSC Integrated Transport Unit were totally supported, these should not be off set against the safety and safeguarding issues of the children.
- NSC were fully committed to the climate agenda, becoming carbon neutral, and encouraging more use of walking and cycling as part of this. It is however considered that there is a difference between 'encouraging' walking and cycling to school and enforcing this.
- The removal of school transport, especially for those living three miles away from the school would give parents little choice but to use cars to drop-off and collect their children, therefore increasing the amount of daily traffic.
- Winscombe & Sandford Parish Council would be supportive of NSC in new initiatives that made travelling across the area safer and more sustainable. This plan however was considered to be unsafe, unsound and an accident waiting to happen.

**It was proposed that the Parish Council fully support parents of Churchill School children in their campaign against the withdrawal of school buses. The walking and cycling route of up to three miles each way was not safe or suitable for children and a letter to this effect should be sent to NSC.**

**Proposed: Cllr A Forbes                      Seconded: Cllr T Nicholson                      All in favour**  
*Cllr Taviner returned to the meeting.*

- 70. TO RECEIVE A REPORT FROM, AND TO APPROVE THE MINUTES FROM A MEETING OF THE EMPLOYMENT, FINANCE 'AND POLICIES COMMITTEE HELD ON 10<sup>TH</sup> AUGUST 2020 Annex 2 (Agenda item 11)** The minutes to the committee meeting were approved as a correct record

Proposed: Cllr A Forbes                      Seconded: Cllr G Lloyd  
All those present were in favour

- a. Community Orchard as an Asset of Community Value – to confirm committee decision regarding the re-registering of the orchard or reconsider this based on new information.**

Upon expiry of the previous listing, the Community Orchard had been removed from the NSC listing in August 2020 as an Asset of Community Value. The E,F&P Committee at that time had little evidence of the community support needed to achieve a successful re-nomination. Subsequent to that meeting, a number of letters had been received by the Parish Council in support of the re-registration.

A number of members spoke in support of applying to re-register the orchard at this time whilst others favoured delaying the application to enable further evidence to be collected.

**It was proposed that the Parish Council submit an application to NSC to re-register the Community Orchard as an Asset of Community Value.**

**Proposed: Cllr K Joyce                      Seconded: Cllr T Nicholson**  
**8 in favour, 3 against, 1 abstention**

- b. Staff and Councillor training – should this be approved by council in advance, or decision on course/webinar attendance up to a specified amount delegated to the Clerk.**

Decision on booking courses for staff and councillor training was delegated to the Clerk for decision from within an agreed budget and up to an amount of £500 per training session

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

- 71. TO AUTHORISE BILLS FOR PAYMENT. Annex 3 (Agenda item 12)**  
**Direct payments, cheques, direct debits, and standing order payments as detailed totalling £17,743.94 (incl. vat) were authorised for payment.**

**Proposed: Cllr J Taviner                      Seconded: Cllr I Kilpatrick                      All in favour**

- 72. PARISH COUNCIL TO DULY CO-OPT CLLR VAN HAAREN ONTO PARISH COUNCIL COMMITTEES AND WORKING GROUPS (Agenda item 13)**

Cllr L Van Haaren was duly co-opted onto the Cemetery and Allotment Working Group, Employment, Finance and Policies Committee, Environment Working Group, Play Areas Working Group and Occasional Newsletter Working Group

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

**73. NOTICE OF A CASUAL VACANCY ON THE PARISH COUNCIL – no poll had been claimed within the notice period with the Parish Council now free to move towards co-option of a new member (Agenda item 14)**

A deadline date for applications should be set as 19<sup>th</sup> October with the Parish Council to move to co-option on 26<sup>th</sup> October should any suitable application be received.

Proposed: Cllr G Lloyd                      Seconded: Cllr J Taviner                      All in favour

**74. TO APPOINT A NOMINEE FROM THE PARISH COUNCIL FOR THE STANDARDS SUB-COMMITTEE AT NORTH SOMERSET COUNCIL (Agenda item 15)**

Cllr I Kilpatrick was nominated as Parish Councillor Representative to the NSC Standards Sub-Committee

Proposed: Cllr V Slater                      Seconded: Cllr L Van Haaren

With Cllr Kilpatrick abstaining from the vote, all members were in favour

**75. TO APPOINT A REPRESENTATIVE FROM THE PARISH COUNCIL TO THE NSC CLIMATE EMERGENCY - TOWN AND PARISH WORKING GROUP (Agenda item 16)**

Cllr T Nicholson was nominated as Parish Councillor Representative to the Climate emergency working Group

Proposed: Cllr J Taviner                      Seconded: Cllr M Boddy                      All in favour

**76. PARISH COUNCIL TO RECEIVE COMMENTS ON FOOTPATHS SURVEYED TO DATE, TO PRIORITISE THOSE PATHS AND TO RESPOND TO THE NSC CONSULTATION ON THE REVISIONS OF RIGHTS OF WAY IMPROVEMENT PLAN (ROWIP) Consultation ended 1<sup>st</sup> September 2020 – extension to deadline date granted (Agenda item 17)**

The Countryside and Rights of Way Act 2000 S60(1) requires Councils to prepare and publish a ROWIP which details additions, changes, and improvements to our rights of way network. The ROWIP will define the NSC vision for improving access and expanding local rights of way over the next 10 years in North Somerset; a vision to be achieved in conjunction with a variety of policies and activities.

North Somerset Council's first plan was produced in 2007, revised in 2010 and will expire at the end of 2020. The ROWIP therefore needed to be updated so that it reflected present and likely future needs of the public. The Countryside and Rights of Way Act 2000 S60(1) requires Councils to prepare and publish a ROWIP which detailed additions, changes, and improvements to the rights of way network.

Town and Parish Councils had been invited to review the Public Rights of Way in their area, compile a list of routes considered to be important in connectivity value and suggest improvements which could be made for their users. A prioritised list had been circulated to members

*Cllr Lloyd proposed that footpath 20 on the list is replaced with footpath 15.*

*The motion did not receive a second and failed*

**It was proposed that the prioritised footpath list of 10 public rights of way as circulated to members in advance of the meeting is submitted to NSC for inclusion in the ROWIP**

Proposed: Cllr L Van Haaren                      Seconded: Cllr G Lloyd                      All in favour

**77. PARISH STREET LIGHTING (Agenda item 18)**

**a. Parish Council to appoint a contractor for a 3-year street lighting maintenance contract**

Three companies had been invited to tender for a three-year light maintenance contract for our 103 ageing streetlights. Questions from members in relation to this were answered by the Clerk. Members did not favour deferring decision on the matter and investigating a loan to replace all 103 streetlights at this time.

**It was proposed that a three-year light maintenance contract is awarded to local company A**

Proposed: Cllr L Stephens                      Seconded: Cllr M Boddy                      10 in favour, 2 abstentions

Contract awarded to Weston Rail Services

**b. Parish Council to consider that the nine unserviceable street lanterns identified in the six-year electrical check report are replaced at a cost of £600 per lantern.**

Streetlight lanterns should only be replaced as they failed

Proposed: Cllr M Boddy                      Seconded: Cllr K Joyce                      All in favour

**c. Parish Council to consider the replacement of an unlit and unserviceable streetlight C2 The Dring £655. Streetlight lantern C2 on The Dring should be replaced at a cost of £655**



- c. **To consider purchase of a chromebook or similar for use at virtual CAB meetings in the office at a cost of £200.**

A chromebook at a cost of £200 should be purchased to facilitate members of the public in accessing a virtual Citizens Advice Service from the Parish Council Offices

Proposed: Cllr J Taviner                      Seconded: Cllr V Slater                      11 in favour, 1 against

- d. **To consider the annual contribution for use of land at the Recreation Ground used by the sports clubs. April 2020 – March 2021**

Considerable discussion took place on this item with the Parish Council wishing to show support for the sports clubs. Limited subscriptions would have been collected by the Cricket Club as their playing season was a matter of a few weeks. With the football matches resuming at the start of the season in September, near normal use of the ground should be achieved although it was understood that grace had been given to some players who's jobs had been directly affected due to COVID restrictions.

**It was proposed that the Cricket Club is not asked for the usual contribution towards grounds maintenance of £650 with the football club being asked for a half fee at this time.**

**Proposed: Cllr V Slater                      Seconded: Cllr J Taviner                      All in favour**

No clubs had been asked for the contribution towards changing room maintenance as they had not been able to access this facility.

*Cllr Kilpatrick presented apologies for leaving the meeting at this point. He had been on school duty and was required to attend an incident.*

82. **TO RECEIVE COMMENT FROM THE WCA ON OFFICE ISSUES ALONG WITH SUGGESTIONS FOR POTENTIAL FUTURE OFFICE ACCOMMODATION. (Agenda item 23)**

A summary of findings from the WCA informal survey on the Head-Masters House (HMH) (Parish Council Offices) had been circulated to members along with an Architects assessment of the property and garage in relation to the potential purchase of this. The WCA survey did not propose any further remedial action to the HMH although the use of a dehumidifier was recommended along with maintaining a constant level of heating to minimise condensation issues.

At this time, all options for office accommodation should be explored that could include purchase of existing remises, moving to the new centre when this is built or looking for alternate rented accommodation.

**It was proposed that the Winscombe Community Association Trustees are formally approached about the possible sale of the Headmasters House and/or the garage and the matter then returned to the Parish Council with a feasibility Study**

**Proposed: Cllr J Taviner                      Seconded: Cllr G Lloyd                      All in favour**

83. **THE NATIONAL JOINT COUNCIL FOR LOCAL GOVERNMENT SERVICES (NJC) HAS AGREED THE NEW PAY SCALES FOR 2020-21 TO BE IMPLEMENTED FROM 1 APRIL 2020. To authorise implementation of these for the Clerk and Deputy Clerk (Agenda item 24)**

In line with the terms of the model contract for the Clerk and Deputy Clerk, new pay scales should be implemented, backdated to April 2020.

Proposed: Cllr V Slater                      Seconded: Cllr L Van Haaren                      All in favour

It was confirmed that Council and Staff pension contributions had been calculated as a percentage of previous salary and then a fixed amount set. Contributions were currently above the minimum required under NEST arrangements.

All other staff salaries would be reviewed at the November meeting of the E,F&P Committee

84. **MATTERS FOR INFORMATION (Agenda item 25)**

- There were none

With no further business, the meeting concluded at 9.40 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.*