



Clerk: Lynne Rampton  
Parish Council Office,  
Winscombe Community Centre,  
11 Sandford Road, Winscombe,  
North Somerset BS25 1JA  
Telephone: 01934 844257

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**Members of the public and press are very welcome to attend this meeting.**

Dear Councillor,

You are summoned to attend a meeting of the Parish Council which will take place as detailed below:

**A meeting of the Parish Council will be held on  
Monday 25<sup>th</sup> September 2023,  
at 7.30pm, Sandford Village Hall**

19.09.2023

*Lynne Rampton*

Clerk to the Council

**A G E N D A**

1. To receive apologies for absence and to approve reasons for absence where appropriate.
2. Declarations of interest.
3. 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.*
4. To approve the minutes as a correct record of the parish council meeting held on 21<sup>st</sup> August 2023
5. Update from the August parish council meeting along with the September Clerk's report
6. Crime report – to receive a monthly police report for the parish
7. Response to matters raised during public participation at the previous parish council meeting
8. Public participation *A maximum time of 15 minutes will be allowed for a session open to the Public to present comments, observations, information, petitions, or lead deputations and is the only time members of the public may participate during the meeting.*
9. To receive a ward councillor update
10. To authorise monthly bills for payment and bank transfers
11. To consider and comment on current planning applications in the parish:
  - a. 23/P/1755/TPO Sewell House Belmont Road  
*T - 1 Oak remove lower dead branches for safety reasons.*
  - b. 23/P/1796/FUH 1 Observatory Field  
*Proposed erection of a single storey rear extension*
  - c. 23/P/1820/AOC The Stable 5 Nippors Way  
*Discharge of Condition number 2 (Waste Storage) on application 23/P/1313/FUL*
  - d. 23/P/1821/FUH 53 The Lynch  
*Proposed erection of a single storey rear extension.*
  - e. 23/P/1739/FUL Land to East of Barton Rocks  
*Change of use of an agricultural building to equestrian use to include an extension to the east and west elevations and alterations to the roof construction to the south elevation and construction of manure store (amendments to design of building approved under planning permission 22/P/0139/FUL)*
12. To note planning decisions and appeal notifications since the last parish council meeting

- 13. External Audit - Conclusion of annual review 2022-23**
- 14. Winscombe Community Centre – project update for the new centre**
  - a. To nominate parish council representatives for the WinSpace Project Group*
  - b. WCA to transfer to a Charitable Incorporated Organisation (CIO). PC permission not required.*
  - c. Parish council to agree to sign appropriate documentation in relation to the transfer of property to CIO.*
  - d. Parish council to consider purchase of the Headmasters House and/or garage?*
  - e. To consider options for temporary parish council office accommodation on sale of the Headmasters House. Alternate office accommodation or portacabins on WCA site? Required until such time as new office space is available in the new centre.*
  - f. Continued community support to be confirmed for financing of the new centre – article in hard copy Occasional Newsletter and on-line survey?*
  - g. To consider request from WCA confirming community support for the project..*
- 15. To appoint a contractor and to instruct parish tree works as identified in the annual inspection report for pc owned land.**
- 16. To consider and agree a response to the NSC Corporate Plan & Budget Engagement Consultation**
- 17. To receive a report from a meeting of the WMRG Advisory Committee held on 14<sup>th</sup> August 2023, & to confirm recommendations:**
  - a. To appoint a contractor and instruct works to carry out repairs to the main foul sewer at the recreation ground carpark and access road following surveying works.*
  - b. To consider a quotation for the installation of a frost thermostat tubular heater to prevent further burst water pipes for the changing rooms at a cost of £260 plus vat.*
- 18. To approve the minutes from a meeting of the Chair’s Committee held on 14<sup>th</sup> August 2023**
- 19. To receive a report from a meeting of the Cemetery & Allotment Working Group held on 21<sup>st</sup> August 2023, & to confirm recommendations:**
  - a. To agree replacement of plants in rose garden – to a budget of £250*
  - b. Memorial stones – to consider the current practice of charging double fees to relatives for those not living in the parish?*
- 20. To receive a report from a meeting of the Environment Working Group held on 4<sup>th</sup> September 2023, & to confirm recommendations:**
  - a. To agree costs to purchase a new column for a solar street light on The Dring.*
  - b. Parish Council to purchase a large Christmas tree for Winscombe centre and a smaller tree for Sandford Village Hall. Contributions to be sought from local traders.*
  - c. A parish council application should be made to NSC for the temporary road closure of Woodborough Road for the annual Christmas Shopping evening. Winscombe Rugby Club (holding the correct training in traffic management and parking) should be requested to provide additional bodies to assist on closure points in return for a contribution towards club funds.*
- 21. To confirm the appointment of a Deputy Clerk to the Parish Council**
- 22. Councillor vacancies – council to move to co-option to fill a vacant parish councillor place.**
- 23. Matters for information - please advise the Clerk of items 72 hours prior to the meeting.**

*All persons attending meetings are requested to turn mobile phones, pagers, and similar calling devices to silent so as not to cause a disturbance during meetings. The Chairman may approve an exception to this request in special circumstances.*

*Members are reminded that the Council has a 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.*