

# WINSFORD PARISH COUNCIL

## DRAFT Minutes of the Meeting of Winsford Parish Council Held on Monday 25<sup>th</sup> March 2019 at 7.30pm in Winsford Village Hall

**PRESENT:** Chairman: Colin Wilkins (CW), Vice-Chairman: Kevin Connell (KC)  
Councillors: Mel Mileham (MM), Steve Hunt (SH), John Bray (JB), Sarah Little (SL), Patrick Watts-Mabbott (PWM) and Parish Clerk Nic Kemp (NK).  
SCC F Nicholson (FN), WSC B Heywood (BH), WSC N Thwaites (NT), WSC Steven Pugsley (SP)

The Chairman opened the meeting at 7.30pm, welcomed everyone, and noted no members of the public were present.

- 20.1 Apologies for Absence** - There were no apologies  
**20.2 Declaration of Interests** - There were no Declarations of Interest  
**20.3 Minutes of the Previous Meeting and Outstanding Actions** - The minutes were agreed as a true and accurate record of the meeting held on 28 January 2019 and were signed by CW.  
**20.4 Reports from District and County Councillors** - NT confirmed the elections were nearing, and due to the new boundaries Winsford would no longer be in his ward. BH introduced SP, current councillor for the Exmoor ward, into which Winsford would now sit. SP confirmed he was present only as observer to learn what concerns Winsford parish as he would be standing for the Exmoor ward.  
CW thanked BH and NT for their attendance at the Parish meetings and their support and led a round of applause for them.

The next item was taken out of order while waiting for FN to arrive to complete item 20.4  
**20.6.b Defibrillator** - SL reported being advised that the cabinet should not be locked and having a list of trained users could suggest that only those people were able to use the unit. It was agreed to put the cabinet code on display in the cabinet and to change the wording on the list of the people trained to use the defibrillator to "The machine tells you what to do. These people are here to help if required."  
SL to approach those already trained to offer free re-training course provided by Wiveliscombe First Responders. Clerk to include details of training available in parish magazine. SL also confirmed SW Ambulance Service have indicated that the defibrillator does not need an annual check as it is checked monthly. Clerk to cancel check by LifeSaver Technology.

FN joined the meeting at 7.45pm. The Chair returned to item **20.4 - Reports from District and County Councillors**  
Gritting routes are currently being reviewed, and will be decided by September.  
Yellowcombe Leat - FN noted the minutes indicated she was to find information, but in fact it was others to find any available information to assist her taking the item to Highways. MM had provided detail that ENP had previously carried out maintenance of the leat. There was still an issue with the highway drainage and damage caused by vehicles hitting the wall/bank.  
Overhanging Trees - MM advised that the only hedges and trees of concern were on land belonging to SCC along the Exford Rd. MM is meeting the Highways officer later in the week. FN to follow up depending on outcome of the meeting. MM will also take officer to Yellowcombe Leat to review options there and report to FN.  
**20.4.a Definition of Precautionary Gritting** - SH asked for clarification on the situation once bad weather hit and road clearance was required. FN explained that the routes which received precautionary gritting were attended to first, then all other routes were dealt with afterwards.  
**20.4.b Damage to Ford** - As the Ford is a structure, FN explained repairs are categorised on risk. As there is a brick in the river, FN will chase for update.

**20.4.c Packhorse and Vicarage Bridges** - they are on the list to be repaired, and still awaiting permission from Historic England.

#### **20.5 Highways Matters**

**20.5.a White Line Markings** - Clerk confirmed this was logged with Highways and would be completed in the 19/20 financial year.

**20.5.b Vehicle Length Signs** - a parishioner has complained verbally to a councillor about the signs. Concerns about the signs need to be placed in writing to the County Councillor of to Highways.

**20.5.c Other Highway Matters** - none

#### **The Chair returned to Item 20.4 - Reports from District and County Councillors**

FN reported that Somerset CC had secured funds for a free school in Somerset for people with additional needs.

CW asked if there was any reason Somerset Waste Partnership could not give a presentation on recycling at the Annual Assembly as they were reluctant to do so due to purdah. FN will ask if they can attend the Assembly and give the presentation.

SH asked about the derelict bungalow. CW confirmed that if no works had taken place by the end of April he would contact the Empty Homes Officer.

CW thanked FN, BH and NT who all left the meeting.

**20.6.a Yellowcombe Leat** - covered under item 20.4

**20.6.c Hedge Trimming and Overhanging Tree** - covered under item 20.4

**20.6.d Additional Dog Waste Bin** - IDVerde have visited site. Bin to be placed by the footpath to Withycombe Farm. Clerk has invoice to pay for work to commence.

#### **20.7 Finance**

**20.7.a Financial Report and Amounts due** - The Clerk gave the financial report and it was agreed to pay:

- Winsford Village Hall £244.08 as 50% contribution of the broadband
- IDVerde £428.64 to install and maintain for 1 year the dog waste bin in Ash Lane
- the Clerk £331.04 salary (2 months plus 18 additional hours worked to date), and to reimburse the Clerk £41.84 expenses
- HMRC £83 tax due

**20.7.b Signatories for the NS&I and CoFund account** - it was agreed that the correspondence address of the NS&I account be changed to that of the Clerk, and the signatories be set as Colin Wilkins, Mel Mileham, and Patrick Watts-Mabbott. It was agreed to leave the CoFund account changes until after the election.

**20.7.c Update on Play Equipment** - CW has approached 3 companies, one has quoted, two have declined to quote, one stating it is too far, and one stating the price already received sounds appropriate. The equipment will be certified by the company carrying out the repair, who will place the notices on completion. It was agreed CW to instruct the company to carry out the works, have queried with them the cost of a replacement rather than a repair.

**20.8 Standing Orders** - The updated Standing Orders circulated prior to the meeting were adopted. Clerk to issue and place on website.

**20.9 Planning Applications** - none received.

**20.10 Nomination of Trustees for George Joyce Trust** - it was agreed to nominate Richmond Harding, Steven Hayes and Jeremy Brown to continue as Trustees. Clerk to confirm to Richmond Harding.

**20.11 Agenda for Annual Assembly** - to include: Chairman's report, Presentation on Recycling by SW Waste Partnership (pending contact from FN), Presentation on George Joyce Trust by Richmond Harding, Presentation on Henry Leigh Trust by Keith Lyndop, Shooting update by KC, Update on Affordable Housing working group by PWM. Clerk to ensure minutes of previous meeting available.

**20.12 Annual Litter Pick-up** - Sue Hayes has offered to do. CW to confirm and thank.

**20.13 Correspondence and Emails received** - Clerk had received a letter thanking the council for the Christmas Tree and Carol Singing event which had allowed £220.07 to be raised for the Children's Hospice South West. MM had received a thank you card for the work carried out on the footpath to the Churchyard.

**20.14 Reports from Committees** - KC had not attended but had listened to the previous Forum Meeting. PWM is attending the next Affordable Housing group tomorrow.

**20.15 Items for Next Agenda** - Elect Chairman, Acceptance of Office Forms, Declarations of Interest, nomination of National Park representatives - other requirements for Annual Parish Council Meeting.

**20.16 Date of Next Meeting** - Wednesday 8 May - Annual Parish Council Meeting, Monday 20 May - next ordinary council meeting.

As SH has confirmed he will not be standing for re-election, CW thanked SH for all his work over the years.

There being no further business, the Chairman closed the meeting at 9.45pm

Date.....

Signed.....