

WINSFORD PARISH COUNCIL

DRAFT Minutes of the Meeting of Winsford Parish Council Held on Monday 24th September 2018 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 Caroline Moore (CM).
WSC N Thwaites (NT), B Heywood (BH) & SCC F Nicholson (FN)

The Chairman opened the meeting at 7.30pm, welcoming all to the meeting, and noting no members of the public were present.

18:85 Apologies for non attendance: There were no apologies for non-attendance.

18:86 Declarations of Interest: There were no declarations of interest.

18:87 Minutes of the previous meeting: There were no corrections to the minutes of the Parish Council meeting held on 30th July 2018 which were duly signed by the Chairman.

18:88 Actions from the previous minutes:

- a. People trained in the use of the defibrillator: MM advised the Parish Council that she had found a copy of the original list of contacts for people trained in the use of the defibrillator, from which 10 people still lived in Winsford, and another 4 trained people have been identified who would be willing to be added to this list. MM is to update the contacts list accordingly. In addition, MM advised that visual weekly and monthly defibrillator was required, with monthly results uploaded onto the Southwest Ambulance website. This is required for the accreditation scheme. CW/MM/SL to co-ordinate these checks. SH handed over to the Clerk a letter from the Village Hall Committee confirming that the defibrillator now belongs to Winsford Parish Council.
- b. Maintenance work on play equipment: MM advised the Parish Council that she had spoken to Mike Hillier about the need to lift the matting underneath the swings in order to insert turfs to raise the matting level. MM also advised that the swings now had new seats and chains, but the tree near to the swings still required cutting back. At this point, CW also advised the Parish Council that all the benches and seats had been pressure-washed apart from the one near the bus shelter, which could need some structural attention, and CW will investigate. CW asked MM to co-ordinate a clear-up day in October, which would include cutting back the rhododendrons.
- c. Zurich insurance risk assessment: SH advised the Parish Council that he had read through this large document, which he found to be very helpful and useful, and would be happy to take the lead on risk assessment. SH also advised the meeting that there was to be a Health and Safety seminar, arranged by Zurich, which he was happy to attend, and would report on this at the next meeting.
- d. Camping overnight, fires and litter - meeting with ENP/NT: MM advised the meeting that the NT had put a ditch and bank around Mounsey car park to try to prevent anyone driving beyond the car park area.

18:89 Long vehicle signage update: FN explained to the Parish Council that there had been a delay with e-mail correspondence in connection with the long vehicle signage. This was followed by discussion to try and clarify the location and wording for the sign and is on-going.

18:90 Winter gritting: FN advised the Parish Council that the A39, A396 and B3224 only will continue to be gritted, with maps showing the location of salt bins on other routes, ie school and bus routes, to be found on the ENP website. JB advised the meeting that at present salt bins in Winsford could be found in Howtown Lane (2), The Steep (1), The Ford (1) and Halse Lane (4). There was some discussion regarding either purchasing more bins, relocating some of the current bins to areas deemed to be more in need, and the possibility of gritting by the residents. CW is to investigate the costs involved with these options and report back to the next meeting.

18:91 Speed limit signs: SL asked the Parish Council if there was any update on the correct location of the village speed limit signs, and was asked by CW to organise a village petition for their relocation

18:92 Ash tree update: MM advised the Parish Council that she is still waiting for Somerset County Council Highways to come and deal with the ash tree by the Bridge Cottage Tearoom, and at the same time as this tree is cut back they will be asked to deal with the ash tree on the Village Green. FN will send a chase-up e-mail to Becky Clarke in connection with this.

18:93 Flooding issues update on Yellowcombe Leat: FN advised the Parish Council that this was an ongoing issue.

18:94 Update on repair of Vicarage and Packhorse Bridges: MM advised the Parish Council that both bridges had now had surveys carried out, but it was difficult to put a timescale on their necessary repair work due to changes in workload priorities of SCC.

18:95 Report from the LWD Group: MM advised that this is a complex issue and Graeme McVitie (ENP Tree Officer) is preparing recommendations for best practice for riparian owners.

18:96 Derelict buildings: BH advised the Parish Council that the Empty Homes Officer had been unable to attend the September meeting, but he (Steve Perry) will be invited to the November meeting.

18:97 Christmas tree and carol service: CW advised the Parish Council that Brenda Staples (BS) always arranges the carol service, usually on the last Wednesday before Christmas Day, for the past two years, which has attracted between 60-80 people around the Christmas Tree on the Village Green. SH offered to arrange this year's carol service date with BS and report back to the next meeting. In the meantime, CW suggested that he would like to write to Hugh Thomas of the Greater Exmoor Shoots Association asking if they would be willing to sponsor £250 towards the cost of the Christmas Tree and seasonal refreshments, and inviting the Shoot to the carol service.

18:98 Additional Income: CW briefly mentioned to the Parish Council about a possible donation box on the village car park and asked the Committee to think about this for the next meeting.

18:99 Financial Report: CM advised that the following cheques have been written since the last meeting:

24 th Aug 2018	Chq no 731, Mr S Meade	£165.00
24 th Sept 2018	Chq no 732, Mrs C Moore, Aug & Sept pay and expenses	
£320.67		

All expenditure was approved.

18:100 Correspondence and E-mails: CW read out to the Parish Council a letter recently received from a local resident, John Titcombe, expressing concern regarding clear access

into Halse Lane with no roadway obstruction during the continuation of building works at Royal Oak Farm. CW is to acknowledge receipt of John Titcombe's letter, noting his concerns, and will pass it on to the Planning Office.

18:101 Reports from Committees: CW advised the Parish Council that he recently attended the Panel Committee meeting where appropriate waste disposal was discussed, and the Forum Meeting where telephone masts were discussed, and advised that the Royal Oak had an issue with the Home Office and Emergency Services, who required additional work to be carried out.

18:102 Planning Applications and Decisions:

6/40/18/110 - Proposed new sewage treatment plant and associated drainage, land adjacent

to Pitcott Mill - no objections

6/40/18/111&112 - Proposal for three dwellings opposite Royal Oak Pub - no objections

18:103 Other Business Directed to the Clerk/Chairman: JB expressed concern to the Parish Council regarding hedge trimming, to which FN advised the Parish Council that it was the landowners' responsibility to trim their own hedges. There was some confusion regarding the height clearance of overhanging trees, which requires clarification, and in the meantime FN suggested that the Parish Council should write to the landowners reminding them of their responsibility in connection with hedge trimming. JB was asked to come up with a list of landowners to be written to and report back to the next meeting.

MM advised the Parish Council that the Winsford roads had been swept on 19th September 2018, and was disappointed that this date had not been deferred due to the autumn fall of leaves.

CW also reminded the Parish Council that Caroline Moore had recently resigned as Winsford Parish Clerk and RFO, and that following advertisements in several places, no replacement had been found to date. There was some discussion regarding the placement of additional advertisements for this post, and CW is to arrange for an advertisement to appear in the Parish magazine and will contact Bruce Lang, the Monitoring Officer in West Somerset Council to enlist their help in advertising this vacancy. An advertisement in the West Somerset Free Press, the Dulverton Voice (contact name Ivan Gunn, 01398 324395) and in Dulverton Library are other options to be considered. CW also thanked Caroline Moore on behalf of the Parish Council for all her hard work over the past 16 months.

18:104 Date of Next Meeting: Monday 26th November 2018, 7.30pm.

The Chair thanked everyone for attending the meeting, and closed it at 9.30pm.

Date.....

Signed.....