

## WINSFORD PARISH COUNCIL

### DRAFT Minutes of the Ordinary Meeting of Winsford Parish Council Held on Monday 27 March 2023, at 19.30pm in Winsford Village Hall

**PRESENT:** Councillors: Colin Wilkins (CW) – Chair, Kevin Connell (KC), Mel Mileham (MM), Mike Hillier (MH), Ian Brooks (IB), Bryany Neal (BN) and Clerk Jennifer Yates (JY).  
During the meeting Councillors Stephen Pugsley and Frances Nicholson joined.

CW opened the meeting at 19.33pm.

**61.1 Public Question Time - None**

**61.2 Apologies for non-attendance – Sarah Little and Michelle Haines**

**61.3 Declaration of Interests - None**

**61.4 To agree the Minutes of the Ordinary Council Meetings held 16th January and 13<sup>th</sup> February, and any outstanding actions.**

**16.01.23** - Proposed KC, Seconded IB – JY to amend section 59.21 and republish, replace 'North Devon group' with Exeter/Devon Environment Agency.

**13.02.23** – Proposed MM, Seconded BN – JY to amend section 60.5 and republish, replace 'local representative' with Environment Agency Officer and 60.6 item 2 replace 'propose' with 'are considering'.

**61.5 To welcome PC Haines and discussing her role in the community –** Unfortunately PC Haines could not attend on this occasion

**61.6 To discuss planning application 6/40/23/003**

**RIVER HOUSE, WINSFORD, MINEHEAD, TA24 7JF**

**Non-material amendment – householder – of approved application 6/40/20/108 to allow alterations to the approved windows and doors**

JY had received advice from the planning team that as this was an amendment to an approved application they were not seeking a response from the Parish Council.

**61.7 To discuss the resilience plan and related issues (MM) –** Mrs Mileham has applied for a resilience grant for the village on 3<sup>rd</sup> March. Items listed included Hi-Viz tabards, torches, lights, shovels and storage. Somerset Unitary Council, the Environment Agency and representatives from the emergency services form a panel at set times of the year to discuss and decide upon what is granted. MM has received offers of help from people within the parish to support with this project. She will be collecting waterproof document wallets shortly for distribution. CW has requested permission to create a storage area near to the toilet block as this is easily accessible and reachable, but has not yet had a response from the Exmoor National Park Land Agent. MM was thanked by all for the hard work she has done liaising with agencies, attending meetings and putting the plan and application together.

**61.8 To discuss financially contributing to Exmoor News –** following discussion it was proposed by KC and seconded by IB and agreed by all that the council declines this invitation at this time.

**61.9 Finance: To receive financial report and agree to pay amounts due –** It was agreed to pay all – proposed by KC, seconded by MH. Payments to be made are JY Salary and Expenses £392.03, Mr Hunt for Christmas lights £44, HMRC JY Tax £61.40, BN travel expenses £24.30 and Netwise Domain renewal £24.

JY to liaise with BN re the Ann Le Bas bequest arrangements.

- 61.10 Update re the installation of the new Village Green Swings and follow up arrangements including insurance, opening and inspection** – The swings are now installed, although there is some follow up work required for completion which is scheduled for 3<sup>rd</sup> April. The opening will take place on 5<sup>th</sup> April. The first inspection will take place in April 2024. Discussion took place around the VAT charge as there has been a change in arrangements, it was agreed to proceed with this payment, but only once the work is confirmed as completed. The balance of the swings payment (excluding VAT) has been received from Mrs Hayes.
- 61.11 To receive information on the Cave Foundation and grant options** – IB has yet to receive a response, the next meeting is scheduled for May.
- 61.12 To discuss the proposal for the new bus shelter and funding** – MH has obtained a quote from the recommended provider (Mr Fowler was recommended by other local parishes as he has recently put in shelters for them) for £2,500. It was decided that the base is likely to also need replacing and therefore the likely cost is nearer to £3,000. Mrs Hayes has offered to support the village once more with fundraising towards the shelter and all agreed in principle that this needs to go ahead as the shelter is no longer fit for purpose as it has been patched on numerous occasions. It was recognised that there may be a short period with no shelter. MH suggested that the benches within the current shelter should be given some attention and recommended a local carpenter, all agreed that these should be maintained.

SP arrived 20.30

FN arrived 20.35

- 61.13 Reports from County and District Councillors** – SP reported that the District Council will cease to exist at the beginning of April. Ongoing matters such as housing will continue but now be managed by Somerset County Council. SP mentioned the ENPA elections. He suggested reviewing meeting dates to accommodate this. The hustings will be held on 31<sup>st</sup> May either at Cutcombe or Exford.
- 61.14 To consider Highways Matters**
- a. **Yellowcombe Leat** – FN is meeting with Andrew Turner very shortly and it will be raised as an issue – MM and MH provided an update on the current condition.
  - b. **Local Highway Report (IB)** – The new Highway Steward has been slow to get started with getting things done, IB has reported three jobs but has been advised that traffic management is a blocker to some jobs being carried out. FN will take this information to the meeting with Andrew Turner to see how this can be improved/supported. IB was encouraged to continue to submit forms, FN suggested using ‘what three words’ for accuracy finding exactly where the issues are. SP mentioned that Sam Murrell has been doing an excellent job coordinating the Stewards’ work. He mentioned that a recent review has taken place and the Highways pilot has provided good information to support the review highlighting routes that would benefit from more attention, particularly in respect of salting in winter conditions. Discussion took place re which routes should be receiving salting, it was confirmed that Halse Lane should be included.
- 61.15 To discuss the new LCN arrangements outlined at the recent Panel meeting** – There will be 18 Local Community Networks going forward. Funding arrangements may involve some delegated budgets eg for Highways Stewards pilot. There will be LCN boards which will run in the same way that the Exmoor Panel has done previously

and will replace the Panel. Membership will be from Parish Councils but also other groups such as health, faith, education, business and the voluntary sector. MM raised the issue of how feedback and information will get back to SCC when the LCNs are operating within their local arrangements. SP explained that LCNs will need to work together for certain areas such as health, education and 'West Somerset' issues across LCN borders. MM suggested that as Winsford is part of the Devon Environment Agency area they should be invited to be included. FN suggested how important it will be to continue using the local flood group as a filter too for information passing/gathering. She also said that she and SP will be able to support how this develops with coordinating across other local LCNs.

SP and FN left the meeting at 21.24

**61.16 To receive an update re using Speed Information Boards (Exford Parish Council) –** CW has signed the required forms for this and been reassured that the insurance is covered by Exford Parish Council. It was agreed to recompense Exford Parish Council £75 for the use of the equipment. The SIDS can be put up in each direction for a fortnight and will provide a report showing how many people speed, average speeds, weight of traffic etc.

**61.17 To discuss arrangements for the Coronation in May –** CW has been in communication with villagers and the arrangements will be;  
Saturday 6<sup>th</sup> May – the Coronation will be shown in the village hall, tea and cakes will be available.  
Sunday 7<sup>th</sup> May – a gathering to be held at the Church at 10 o'clock as a thanksgiving for the new King.  
Monday 8<sup>th</sup> May – the Village Green to be used at noon for a 'bring your own' lunch, for planning reasons CW needs to know in advance who plans on attending.  
Further meeting to be held on 17<sup>th</sup> April.

**61.18 To discuss the placement of the new trees (MM) –** unfortunately the WRA have not yet been able to confirm arrangements, and the trees are sprouting so need to be planted. It was agreed that on this occasion the Council will arrange for them to be put in, the Birch to possibly go in near Winn Brook, and others to be distributed to villagers who are keen to put them in. It was suggested that the new owner of Miss Le Bas's home is creating a wildflower meadow so may welcome one or two trees. MM will organise the distribution. It is hoped that more trees may become available at a later date which could be passed on to the WRA once their plans are in place.

**61.19 Winsford Charitable Trust -**

- a. **Maintenance of the Village Green** – The rhododendrons can be trimmed at any time as long as observations are made frequently re bird activity and whether they are nesting, in which case they must be left. MH will begin his general maintenance shortly.
- b. **Financial Report** – as interest rates have been rising this has been good for the funds. Aegon on 14<sup>th</sup> Feb = £25,972.56. Today's balance of CAF cash = £753.10 and CAF Gold = £2,201.25. Financial advisor to be invited to meet with members of the council.
- c. **Wooden Slats on Bridge** – MM recently visited ENPA, there is an agreement made in principle, but the pieces can only be made available when work is being done in the wood required as to the amount of wood required to carry out the work.

d. **AOB** - none

**61.20 Correspondence and Emails received** – the ENPA elections are due to take place, it was agreed that 5<sup>th</sup> June is the most appropriate meeting date to meet the requirements, along with a short meeting following the Assembly on 27<sup>th</sup> April.

**61.21 Reports from Councillors on meetings attended** – CW had circulated information from the recent panel meeting including LCN updates. BN reported back from the housing meeting. Falcon housing stated that there is no demand for further housing in Winsford, it has been agreed to put a further housing allocation at Wheddon Cross. MM has circulated information from her recent flood group meeting. She has also met with the Environment Agency and they have identified the need to offer guidance to owners of riparian properties re their responsibilities. Leaflets will be obtained and shared. The environment agency have been grateful for access to the immaculate records kept by Ann Le Bas re rainfall in the village and will be used in their archive. MH attended a recent village hall meeting which was very positive.

**61.22 Items for Next Agenda** – ENPA elections

**61.23 Date of Next meeting – Annual Assembly Thursday 27<sup>th</sup> April 2023 at 7.30 in Winsford Village Hall followed by a short Extra-ordinary Parish Council meeting to discuss ENPA elections.**

There being no further business CW closed the meeting at 21.58.