

# WINSFORD PARISH COUNCIL

## Minutes of the Meeting of Winsford Parish Council held on Monday 18<sup>th</sup> May 2015 at 7.30pm in Winsford Village Hall.

**PRESENT:** Councillors David Godsal, John Bray, Kevin Connell, Beverley Flanagan, Steve Hunt, Mel Mileham and Clerk Verity Vigers.

**15:30 Apologies for non Attendance** - Colin Wilkins, SCC Frances Nicholson and WSDC Bruce Heywood and Nicholas Thwaites.

**15:31 Declarations of Interest** - John Bray on car park repairs (15:21a) & Steve Hunt on personal planning application (15:40).

### **15.32 Election of Officers**

a. Chairman - David Godsal was proposed by Beverley Flanagan, seconded Kevin Connell. Motion carried unanimously.

*David Godsal took the Chair.*

b. Vice Chairman - Kevin Connell was proposed by Steve Hunt, seconded Mel Mileham. Motion carried unanimously.

The Chairman welcomed new Councillors Mel Mileham and Colin Wilkins. All declarations of office had been signed, excluding Colin Wilkins, who was unable to be present. It was **AGREED** that he would sign at the beginning of the next meeting.

### **15:33 Approval of Minutes**

**RESOLVED** that the minutes of the Parish Council meeting held on Monday 24<sup>th</sup> March 2015 (as circulated) be approved and signed as correct.

### **15:34 Actions from the Previous Minutes**

#### a. Car Park Repairs

The Chairman thanked JB for his work repairing the holes and reported that the invoice had just been received for 4 hours at £35 per hour plus VAT. It was noted that the materials had been provided at no cost and that the left over was cleared away by JB in his trailer; it had not been sold or given away. Payment of the invoice was **APPROVED**.

#### b. Speed Limit

The Chairman reported that he had had a meeting with FN and a representative from Highways (who could not believe there was no speed limit in place) and a map had been prepared and circulated depicting in green the extent of possible speed limit, red for terminal signs and blue showing repeater signs. They now needed a formal response from the Parish Council. JB raised that there used to be signs warning drivers to slow down in places but they no longer existed. As it had support of villagers it was **AGREED** that they were happy for them to proceed, and the Clerk would formally reply. There was then a discussion of the wrong type of vehicles using the narrow lanes and that it was not safe to walk and ride the lanes. SH suggested raising this with FN at the same time. JB pointed out that on a lane in Exford there is a maximum 6'6" width sign and suggested we put the same at the eastern end of Furzehill Lane/Upcott Lane. It was **AGREED** to mention this in the letter to FN.

SH pointed out that at the last meeting FN suggested speaking with the PCSO regarding speeding quad bikes. It was **AGREED** that BF would formally approach the PCSO to get the legal position.

#### c. Highways (including signposts)

Nothing to report in FN's absence. BF wondered if some of the Quarme Lane fingerposts had been replaced but it was thought not recently. It was noted that Exton had enquired about Winsford's signs being improved, but the Clerk had referred them to Exford, who had organised their own repainting.

#### d. Village repairs and maintenance

Nothing significant to report. It was noted that a new bus timetable had appeared and the case had been repaired. It was thought that this was because there had been a change in the company operating the service.

#### **15:35 Financial Report**

The Clerk reported that the Internal Audit had kindly been completed by Dave Williams. The Accounts for the Year Ended 31<sup>st</sup> March 2014 were circulated then **APPROVED** and signed. It was noted that the main variance in the figures resulted from a previous Clerk not being paid in the correct financial year.

The completion and signing of the External Audit form was **APPROVED**. It was **AGREED** that because the External Audit last year had highlighted that assets should be accounted for at fixed costs, and only be substituted for insurance value if not known, that the figures should not be adjusted in line with the annual charge for 2014 but left at the 2013 insurance amounts.

The Chairman reported that the previously agreed £690 had been transferred from the CAF Account to the Parish Council account for spend on Trust facilities. He had asked Sue Hayes and Bryony Neal to assess whether any village green equipment needed replacing. BF pointed out that she had submitted the village green to a national website listing.

**RESOLVED** to issue cheque for £76.10 for SALC Affiliation Fee.

**RESOLVED** to issue a cheque for £766.38 for the AON Insurance Renewal Fee.

It was reported that the first part of the Precept (£1,511.48) had been received on 28<sup>th</sup> April.

It was noted that the Clerk had taken over responsibility with HMRC for administering PAYE directly.

A discussion followed on potential election expenses and it was pointed out that future election costs need to be considered on an ongoing basis. Funds can be accrued and earmarked in the budget over the next four years so there is a provision for it if needed. It was **AGREED** to include the Precept on future meeting agendas.

#### **15:36 Annual Assembly**

The Chairman thanked everyone for their help and was pleased to note there were more attendees than usual and that he had received good feedback. We can start thinking about the next one in advance. JB pointed out that Lady Day was not a good date to hold it, but it was hoped this would not be a problem next year.

#### **15:37 Election of Parish Members to Exmoor National Park Authority**

There are 5 parish members elected from all Exmoor parishes and KC had shown an interest in standing. JB did not wish to stand again. It was **RESOLVED** unanimously that KC be the Council's nomination and that the Clerk would submit the nomination papers to SALC.

#### **15:38 Correspondence and Emails**

##### a. Somerset Emergency Community Contacts.

This document was nearly complete but needed the signature of JB to consent to Data Protection. It was **AGREED** to also include Colin Wilkins as a contact as he lives in the centre of the village.

##### b. Dog Fouling

The Chairman reported that after dog fouling was raised at the Annual Assembly there had been some complaints about dogs not being allowed on the Recreation Ground. This was a matter that the Recreation Ground Committee were dealing with and had organised a special meeting to review the letters and reply formally.

##### c. Others

ENP has been notified that the Exmoor Endurance Targa organised by the Tavern Motor Club will cross Exmoor on Saturday 3<sup>rd</sup> October.

The Tour of Wessex Cycle route passes over Winsford Hill (Exford to Dulverton) on the morning of Monday 25<sup>th</sup> May, between approximately 10.30am and 1pm.

Neighbourhood Watch Meeting for the area is on Tuesday 2<sup>nd</sup> June at Minehead Middle School at 7.30pm.

NatWest Bank in Dulverton is shutting on 8<sup>th</sup> September 2015. This is the Parish Council's branch but it was noted that this would now be transferred to Minehead and that the Account Number and Sort Code would stay the same.

It was **RESOLVED** that the Clerk pass on the details of items relevant to the Village Hall Committee to SH and for the website to BF.

### **15:39 Report from Committees and Highways**

#### a. Exmoor Consultative and Parish Forum - Thursday 26<sup>th</sup> March

It was noted that KC had sent his apologies. The issue of increasing the number of phone masts in local villages was mentioned and it was hoped there would be developments soon. It was noted that the papers for the next meeting were not yet available.

#### b. Highways

Nothing significant to report although it was expected that the re-surfacing work in Halse Lane and Ash Lane would take place relatively soon because the potholes had been marked.

### **15:40 Planning Applications and Decisions.**

a. Land east of Winsford **6/15/15/101** **Refused**

It was noted that the Chairman had emailed the National Park with a few questions on logistics for this application and these had not initially been included on the website but were now. He had learned that the bridge classification would have been adequate.

b. Dowry Cottage **6/40/15/107** Not yet decided

c. The Old Forge **6/40/15/103** Approved

It was also noted that the following have all now been approved: Karslake Country Guest House, Hill View, Highercombe Farm Dulverton, Withycombe Cottage & Winsford Village Hall.

An additional application had been received for Tally Ho House, Ash Lane. It was **RESOLVED** to raise no objections.

The Clerk reported that she had attended a useful meeting with David Wyborn at Exmoor House to better understand the planning process. She had learned that they are planning to discontinue sending out applications in the post at some stage in future and instead Councils will simply be referred to the website. It was **AGREED** that having Wi-Fi access in the Village Hall would be helpful in this regard and that it might be appropriate for the Parish Council to contribute towards the cost implications. The Chairman offered to look at the terms of the Trust to see if it might be a suitable expense.

### **15:41 Other Business Directed to the Clerk**

It was **RESOLVED** that the Clerk would look in to training for Councillors to attend if they wished.

Areas of responsibility were discussed. BF is in charge of the website; SH communications; KC footpaths and National Park; CW might like to be planning or highways; MM is archive and village history.

It was **AGREED** that to save having a special meeting, once the ENPA Parish Members information is available, Councillors would send their individual preferences to the Clerk who would collate responses to select the 5 candidates with the most votes for overall nomination by the Council.

MM raised the Parish Archive and it was **AGREED** to set aside a weekend whereby all material would be accessed to see what was actually there and not there. MM to liaise with Jan Faulkner.

BF pointed out that it was going to cost approximately £15 per year to keep ownership of the Winsford website domain name.

SH raised the issue of there being half a dozen derelict and unfinished properties within the Parish. It was **AGREED** that the Clerk would contact David Wyborn to establish the legal position on this.

**15:42 Date of next Meeting**

Monday 27<sup>th</sup> July 2015 at 7.30pm

The meeting was closed at 9.10pm.

Date.....

Signed.....

DRAFT