

WIVELISCOMBE TOWN COUNCIL

MINUTES OF THE TOWN COUNCIL MEETING HELD ON Monday 20th May 2024 held in the Community Centre at 7.00pm

Attendees

Councillors: R Wilson (chair), B Wilson, P Martin, Tim Parker, P McNichol, C Kirk, F Higginson, E Gaines, and P Berman

Clerk: Mrs Sarah Towells

Other: D Mansell (SC) and one member of public

Apologies

Councillors: S Shopland, M Blaker, A Woollaston

Other: None

24/01 Election of Chairman and acceptance of office: It was unanimously resolved Cllr R Wilson would continue as Chairman and he duly signed the declaration of office.

24/02 To note apologies for absence: As noted above.

24/03 Election of Vice Chairman: It was unanimously resolved Cllr Blaker would continue as Vice Chair.

24/04 Any New Declarations of Interest or dispensation: There were none, but Cllr Wilson would not partake in discussions or vote on planning application 49/24/0021.

24/05 Minutes of the meeting held on Monday 15th April 2024: It was resolved to approve the minutes.

24/06 Appointment of Councillors to Committees/ Groups/ Representatives: It was resolved to vote on block to keep the same members as last year.

24/06.1 Personnel/Staffing Committee: Cllrs E Gaines, A Woollaston, P Berman, P McNichol and R Wilson would form the Personnel committee.

24/06.2 Grievance Committee: Cllrs M Blaker, S Shopland and T Parker would form the Grievance Committee.

24/06.3 Disciplinary Panel: Cllrs M Blaker, C Kirk and P Martin would form the Disciplinary Panel.

24/06.4 Appeal Panel: Cllrs F Higginson, B Wilson and A Wackett would form the Appeal Panel.

24/06.5 Finance Committee: Cllrs E Gaines, B Wilson, P McNichol, T Parker and S Shopland would form the Finance committee.

24/06.6 Toilet Committee: Cllrs R Wilson and M Blaker along with Heather Harvey from the Business Group would form the toilet committee.

24/06.7 Community Plan Committee: Cllrs P Berman, P McNichol, F Higginson and C Kirk would form the Community Plan Group.

24/06.8 Planning and Housing Group: Cllrs F Higginson, M Blaker and P Berman would form the planning and housing group.

24/06.9 Facebook Group: Cllrs P McNichol and E Gaines would run the Town Council Facebook.

24/06.10 Town Website: Cllr T Parker and The Clerk would look after the admin for the Town Website.

24/06.11 Maintenance/health and safety/Risks: Cllrs A Woollaston and B Wilson would report health and safety risks.

24/06.12 Allotment Representative: Cllr B Wilson would be the allotment representative.

24/06.13 Jubilee Garden Representative: Cllrs P McNichol and B Wilson would be Jubilee Garden representatives.

24/06.14 Emergency Plan Group: Cllrs R Wilson, A Woollaston, P Berman and S Shopland would form the Emergency Plan Group.

Number of councillors group: Cllrs F Higginson, A Woollaston, B Wilson, P Martin and P McNichol would form this group.

24/07 Appointment of Councillors as representatives to outside bodies:

24/07.1 WAP Representative: Cllr R Wilson would be the WAP representative.

24/07.2 Footpaths Representative: Cllr McNicol would be the footpaths representative.

24/07.3 Community Centre Representative: Cllr McNichol would be the Community Centre representative.

24/07.4 Recreation Ground Representative: Cllr Martin would be the Recreation Ground representative.
 24/07.5 Consolidated Charities Representative: Cllr R Wilson would be the consolidated charities representative.
 LCN representatives: Cllrs R Wilson, T Parker and P Berman would be representatives for the LCN.

24/08 Agreeing to subscribe to outside bodies: It was resolved to continue to subscribe to SALC.

24/09 Review of Risk Register: It was resolved the risk register was up to date and no amendments were necessary.

24/10 Review of Standing Orders: It was resolved the Standing Orders were up to date and no amendments were necessary and therefore adopted.

24/11 Review of Financial Regulations: It was resolved the financial regulations needed no updating and were therefore adopted. The Clerk pointed out new FR had been released and would be put to the Council at the June meeting to be adopted.

24/12 Review of Code of Conduct: It was resolved to adopt the code of conduct as no amendments were necessary.

24/13 Planning: It was resolved to accept the Planning groups report. It was resolved to ask Lovell Homes to attend a meeting to give an update regarding the Burges Lane development.

SC	49/24/0007	Variation of Condition No. 10 of application 49/19/0012 to change the use class of the building to include Class E(g) and Class E(a) at Unit 1 Wiveliscombe Enterprise Centre, Sandys Moor, Wiveliscombe	It was resolved to SUPPORT this application. The grounds for support are: This bakery provides a popular and valued local service; the change would allow retail direct to customers rather than having to pre-order
SC	49/24/0018 & 49/24/0019LB	Replacement of aluminium double-glazed windows and replace with repro wood with double glazed timber windows on front elevation at Deepleigh, Deepleigh Lane, Wiveliscombe	It was resolved to SUPPORT this application. The grounds for support are: Although this is Grade II listed, the existing windows are from 1970s (pre-listing), the new ones are more in keeping and sympathetic to character
SC	49/24/0020CMA	Application to determine if prior approval is required for a change of use and conversion from commercial, business and service use (Class E) into one dwelling (Class3) at Stone Tenement, Frys Lane, Wiveliscombe	It was resolved to note there were no comments regarding this application.
SC	49/24/0021	Installation of flood lighting at Wiveliscombe Tennis Club at The Recreation Ground, West Road, Wiveliscombe	It was resolved to support this application.
SC	49/24/0025/LB	Various internal alterations including replacement staircase 9 High Street, Wiveliscombe	It was resolved to support this application
SC	49/23/0030 & 49/23/0026	Erection of 2 No. dwellings (amendment to previous consent of Plots 1 & 2) at The Old Brewery, Golden Hill, Wiveliscombe (retention of part works already undertaken) and Erection of 2 No. dwellings (amendment to previous consent of Plots 8 & 9) at The Old Brewery, Golden Hill, Wiveliscombe (retention of part works already undertaken)	As the application's are withdrawn, we are not being asked for comment. Original planning permission was given in 2006 but building work undertaken does not match nor comply with this, and new/subsequent applications have been submitted retrospectively for what is being/has been built. We have previously asked to see a revised scheme covering the whole site rather than these piecemeal applications for just a few plots. Therefore, it was resolved the Clerk would write direct to the Planning Officer and reiterate this request.

SC	49/24/0026	Formation of vehicular access at Vale Yard, Ford Road, Wiveliscombe	It was resolved to SUPPORT this application. The grounds for support are: Access is needed for new commercial uses and for potential tenants who currently have limited space. Good visibility splays
SC	49/24/0027/CB	Application to determine if prior approval is required for the proposed demolition (Class B) The Garage, Langley Marsh, Wiveliscombe	It was resolved to note there were no comments regarding this application.

24/14 Finance: It was resolved to remove the £700.00 limit on internet bank payments as all payments are agreed by the Council before paying.

24/14.1 Accounts for approval: It was resolved to pay the accounts below.

Sarah Towells	Payroll and expenses	£928.31
HMRC	PAYE	£187.99
Claire's Cleaning	Toilet cleaning	£710.00
EDF	Toilets	£58.35
Wiveliscombe Community Centre	Hall Hire for April	£44.00
British Gas (DD)	Jubilee Gardens	£23.99
Tammy Roper	Internal Audit	£220.00
Bus Group	Printing costs	£10.00
Wiveliscombe Community Centre	Grant	£400.00
John Hamilton	Jubilee Gardens	£277.50
MSMG	Footpaths	£90.00

24/14.2 Current account analysis and Bank reconciliation for April 2024: It was resolved to note the current account analysis and bank reconciliation and Cllr B Wilson would sign these.

24/14.3 Budget monitoring: It was resolved to note, and Cllr B Wilson would sign this.

24/14.4 PAYE figures for April: It was resolved to note, and Cllr McNichol would sign this.

24/14.5 To consider the findings of the internal audit review: It was resolved to note the findings and action the items.

24/14.6 To approve the annual governance statement: It was resolved to approve the annual governance statement and this was signed by the Chairman.

24/14.7 To approve the accounting statements: The accounting statements were discussed.

24/14.8 To approve and the Chair to sign the accounting statements: It was resolved to approve the accounting statements and further resolved the Chairman could sign them.

24/14.9 Dates of the period for the exercise of public rights: It was resolved to publish the dates from 3rd June to 12th July.

24/15 Report from Community Centre: It was reported that there is a new Facebook page, bookings are up and doing well but more volunteers are needed. There is a user's morning being held on 1st July.

24/16 Report from Somerset Councillor: Cllr Mansell reported 370 voluntary redundancies had been applied for but only 200 would be accepted. The directors are dropping from 7 to 4. There will be more compulsory redundancies later in the year.

Nordens meadow is now not being adopted by Somerset Council and would the Town Council like to adopt this?

24/17 Crime Report: It was resolved to note the report.

24/18 Community Plan: It was resolved to note the minutes.

24/19 Correspondence: Insurance renewal: It was resolved to renew with Clear Councils at a cost of £1411.57

24/19.1 A letter from Rights of Way Team: It was resolved not to take on any additional rights of way.

24/19.2 Email from Wessex water regarding culvert near allotment: It was resolved the Council are not responsible for this and certainly do not own it. David Wilson Homes may own it.

24/19.3 Email from resident of Golden Hill regarding traffic: The email was noted and forwarded to Somerset Council.

24/20 Community Radio Show Rota: It was resolved to remove this item from the agenda as Peter Berman would do them up until November.

24/21 Saturday mornings Cllr Surgery: It was resolved to note that's Cllr R Wilson would do June and Cllrs Kirk and Martin would do July.

24/22 Cost of Living Crisis: There was no update.

24/23 Jubilee Gardens: The gates should be painted in June.

24/24 Allotments: It was resolved to note the Clerk would send out the updated allotment agreement.

24/25 Highways: There was nothing to report.

24/26 Christmas festival update: There would be a meeting on 30th May so update at the June meeting.

24/27 Minutes from the toilet committee and agree actions: It was resolved to note the minutes.

24/28 Report from LCN Meeting: Fewer people attended than previous meetings, but several attended on TEAMS. Peter Berman raised the lack of detail on road closure signs and their being in place both before work starts and after it has finished and was advised that although dealt with by Highways – responsibility down to local contractors. Chair advised that as SC rep was on holiday the report from the previous Highways Group meeting would be circulated in due course. Roger read out the report that Tim Parker prepared for WTC – which was much appreciated.

Dave Mansell gave the report from the Transport Group from their earlier meeting that day.

A somewhat disjointed presentation was given by SC on their works on the GRADE 2* TONEDALE dye factory in Wellington which they bought and plan to re-develop with £90 million plus Government funding. It is a big space and no real idea of how it will be developed – planning to leave to local community groups to utilise. They are also negotiating to purchase the nearby weaving factory [within Langford Budville parish] which they will turn into housing [houses and flats].

The next meeting in on 11th July and they are looking for things to discuss at future meetings; the cycle path Wellington/ Taunton was suggested.

A rep from Exmoor LCN was present and he advised they use local sub-contractors rather than the SC proposed Highways Steward scheme. Apparently, reps from SC regularly meet with Parish Councils in Dulverton to discuss highways issues.

24/29 Items for the next meeting to be held on Monday 17th June 2024:

Apologies from Cllrs Kirk and Higginson for June Meeting

Library update

Rural Market group renewal

New Financial Regulations

Polices

Meeting Closed 8.40pm