

WINSHAM PARISH COUNCIL - LIST OF RESPONSIBILITIES & REPRESENTATIVES (October 2017)

Responsibility / Working Group	Who	Type
Allotment Officer(s)	Clr S Davie	Amenities
Bins - Amenities Officers	Clr D Wallbridge, Cllr N Eastick, Cllr A Simkins, and Cllr S Davie	Amenities
Bus Shelter - Amenities Officers	Clr D Wallbridge, Cllr N Eastick, Cllr A Simkins, and Cllr S Davie	Amenities
Lower Rec - Amenities Officers	Clr D Wallbridge, Cllr N Eastick, Cllr A Simkins, and Cllr S Davie	Amenities
Signage - Amenities Officers	Clr D Wallbridge, Cllr N Eastick, Cllr A Simkins, and Cllr S Davie	Amenities
St Stephens Churchyard - Amenities Officers	Clr D Wallbridge, Cllr N Eastick, Cllr A Simkins, and Cllr S Davie	Amenities
Upper Rec - - Amenities Officers	Clr D Wallbridge, Cllr N Eastick, Cllr A Simkins, and Cllr S Davie	Amenities
War Memorial - Amenities Officers	Clr D Wallbridge, Cllr N Eastick, Cllr A Simkins, and Cllr S Davie	Amenities
Community Grants	All Councillors	Community
Highways and Public Transport Officers	Clr D Wallbridge, Cllr A Simkins & Cllr S Davie	Community
Neighbourhood Watch representative	PCSO Julie Middleditch (delegated)	Community
<i>Parish Environmental Warden</i>	<i>Not currently appointed, but to be reviewed in May 2018</i>	<i>Community</i>
PPL0 (Parish Path Liaison Officer)	Vacant	Community
PROW (Public Rights of Way) Officers	Cllr N Eastick Cllr T Harris & Cllr R Miller	Community
Welcome Pack Officer	Clr D Wallbridge	Community
Finance & Precept Group	Cllr J Stevens, Cllr A Simkins, Cllr R Miller & Cllr T Harris	Finance & Audit
Internal Auditor	Mr Phil Smith	Finance & Audit
Responsible Financial Officer	The Clerk (Mrs T Pinder)	Finance & Audit
Web Sites Officer	The Clerk (Mrs T Pinder)	Finance & Audit
Annual Parish Meeting Organisation	Vice Chairman (Cllr A Simkins) and the Clerk	Procedural
Appeal Panel	Appoint a panel only if the need arises	Procedural
Grievance & Disciplinary Panel	Appoint a panel only if the need arises	Procedural
Personnel Group	Chairman (Cllr J Stevens) & Vice Chairman (Cllr A Simkins)	Procedural
Representative on St Stephens PCC	Vacant	Representative
Representative on the (Upper) Recreation Ground Committee	Vacant	Representative
Representative on the Jubilee Hall Committee	Cllr T Harris	Representative
Representative on Village Shop Committee	Cllr R Miller	Representative
Representative on Winsham Community Resource Centre Committee	Vacant	Representative
SALC representative	The Clerk (Mrs T Pinder)	Representative
Cemetery	The Clerk, together with Cllr R Miller, Cllr J Stevens, Cllr N Eastick, & Cllr T Harris	Statutory
Planning	All Councillors	Statutory
United Charities Winsham - Trustees	Mrs A Rose and Mr B Turner	Statutory
<i>Emergency Planning Group</i>	<i>TBC</i>	<i>Temporary Project</i>
<i>Westernway Housing Development - Car Park & Green Space</i>	<i>TBC</i>	<i>Temporary Project</i>
<i>Westernway Housing Development - Monitoring & Liaison with Developer</i>	<i>TBC</i>	<i>Temporary Project</i>

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is where a post or responsibility is not fulfilled by a Parish Councillor