



Winsham Parish Council



Minutes of the Ordinary Meeting of the Parish Council held at The Jubilee Hall on Wednesday 4th April 2018 at 7:30pm

Present: Cllrs R Miller, N Eastick, D Wallbridge, B Lewsey, D Clark, J Stevens and S Davie

In attendance: Mrs Teresa Pinder, Clerk to The Council; County Councillor Linda Vijeh and 16 residents.

3514 TO RECEIVE APOLOGIES FOR ABSENCE AND APPROVE REASONS GIVEN (LGA 1972 s85 (1))

Cllr A Simkins for family reasons.

The Members were happy with the reason given.

3515 DECLARATIONS OF INTEREST

Cllr R Miller declared a personal interest in item number 6 Relocation of Shop and Post office to the old George Inn.

3516 TO APPROVE THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON THE 7TH MARCH 2018 (LGA 1972 sch 12, para 41(1))

Resolved: The minutes of the Ordinary Council Meeting held on the 7th March 2018 were approved as a correct and accurate record and were signed by the Chairman.

Proposed: Cllr R Miller Seconded: Cllr S Davie 5-0-2

3517 PLANNING MATTERS

Applications

Application No: 18/00551/FUL

Applicant: Mr Mike Gummer

Proposal: The erection of a garage building to include garden store and ancillary accommodation to main dwelling.

Location: Woodlands, New Road, Winsham, Chard, TA20 4HS

Resolved: Recommend Approval

Proposed: Cllr S Davie Seconded: Cllr N Eastick 7-0-0

Application No: 18/00730/FUL

Applicant: Stephen Taylor

Proposal: Demolition of water tank, erection of replacement water tank, the erection of extension to commercial building for B1/B8 use

Location: Manor Factory Cricket St Thomas Chard Somerset TA20 4BZ

Resolved: Recommend Approval

Proposed: Cllr J Stevens Seconded: Cllr R Miller 7-0-0

Application No: 18/00860/S73A

Applicant: Mr & Mrs Howard Jennings

Proposal: Application to vary condition 4 (ancillary use only) of planning approval 17/01235/FUL to use garage as a holiday let/annexe.

Location: Whatley Cottage, Whatley, Winsham, Chard, Somerset, TA20 4JS

Resolved: Recommend Approval

Proposed: Cllr R Miller Seconded: Cllr N Eastick 7-0-0

- a) Planning determinations received from SSDC
Decisions were available to view at the meeting.

The Members agreed to bring item number 6 forward on the Agenda

3518 RELOCATION OF SHOP AND POST OFFICE TO THE OLD GEORGE INN

Members to receive a presentation from Paula Ball regarding the latest position of the relocation of the Shop and Post Office to the Old George Inn.

Proposal: Members to:

- a) Advise the Winsham Shop and PO Committee how to apply for the tourism signs for the village.
- b) Consider a Grant of £6,000 towards stamp duty.

The Members received a presentation from Paula Ball regarding the latest position of the relocation of the Shop and Post Office to the Old George Inn.

Resolved: The Members:

- a) Advised the Winsham Shop and PO Committee that it needs to apply for "tourism signs" for the village via Somerset County Council at a cost of £250 per application, and also recommended the Committee reads the application process and policy. The Clerk will forward a link to the website
- b) Declined a grant of £6,000 towards stamp duty.

Proposed: Cllr D Clark Seconded: Cllr S Davie 6-0-1

3519 FINANCE

Members to:

- a) Note the schedule of cheques.
- b) Note the Bank reconciliation for February 2018.
- c) To approve the Spend against Budget as at 31st March 2018.

Resolved: The Members:

- a) Noted the schedule of cheques numbered 322383 to 322387 and direct debit totalling £638.43. The cheques this month were signed by Cllrs R Miller and S Davie.
- b) Noted the Bank reconciliation for February 2018.
- c) Approved the Spend against Budget as at 31st March 2018.

Proposed: Cllr R Miller Seconded: Cllr B Lewsey 7-0-0

3520 DOCUMENT REVIEW

Proposal: Members to review and adopt the following policies:

- a) Freedom of Information Policy (no change).
- b) Publication Scheme Model (a few additions in red).
- c) Bees Policy (new)
- d) Councillors Guide on Finance and Transparency 2017 – this is a publication which should be considered as "Good Practice" for financial matters (new).

Resolved: The Members reviewed and adopted the following policies:

- a) Freedom of Information Policy (no change).
Proposed: Cllr J Stevens Seconded: Cllr S Davie 7-0-0
- b) Publication Scheme Model (a few additions).
Proposed: Cllr N Eastick Seconded: Cllr R Miller 7-0-0
- c) Bees Policy (new)
Proposed: Cllr J Stevens Seconded: Cllr R Miller 7-0-0
- d) Publication - Councillors Guide on Finance and Transparency 2017 was noted as Good Practice for financial matters.

3521 100TH ANNIVERSARY OF THE END OF THE FIRST WORLD WAR COMMEMORATIONS

Cllr A Simkins was absent therefore no update was given, although Cllr B Lewsey confirmed that he had booked the services of a bugler.

Cllr S Davie offered to help Cllr Simkins with the commemorations going forward.

A resident attending the meeting will quote to cater for a buffet.

Proposal: To discuss the format and funding for the Armistice Day Lunch, Sunday 11th November 2018.

Resolved: The Members deferred this item until next month.

3522 BUS SHELTER REPAIRS ([Local Government \(Miscellaneous Provision\) Act 1953, s. 4](#))

Proposal: To agree to obtain quotations for refurbishing/re-varnishing the woodwork in the Bus Shelter and internal boarding repair and roof repair/tile replacement.

Resolved: The Members agreed to defer this item until October 2018.

Proposed: Cllr N Eastick Seconded: Cllr R Miller 7-0-0

3523 MUGA

Proposal: To review/investigate the possibility of a MUGA, which was deferred from April 2017.

Resolved: The Members agreed to defer this until the Parish Plan Review is undertaken later in the year and to incorporate questions regarding a MUGA with regard to what amenities are required for the Parish.

Proposed: Cllr J Stevens Seconded: Cllr D Clark 7-0-0

3524 STANDARDS IN PUBLIC LIFE CONSULTATION

Proposal: To agree on a response to the Standards in Public Life Consultation.

Resolved: The Members agreed to respond to the Standards in Public Life Consultation which Cllr J Stevens will undertake on behalf of the Parish Council.

Proposed: Cllr R Miller Seconded: Cllr S Davie 7-0-0

3525 REVISED SPEED INDICATOR DEVICE (SID) PROGRAMME ([Highways Act 1980, s.274A](#))

Proposal: Members to consider whether to contribute £100 for each occasion a SID is installed in the village.

Resolved: The Members agreed to not contribute £100 for each occasion a SID was installed in the village, and therefore will not be joining the scheme.

Proposed: Cllr R Miller Seconded: Cllr B Lewsey 7-0-0

3526 PARISH COUNCIL NEWSLETTER

Proposal: Members to

- a) Approve the inclusion of an article about Winsham Pre-School into one of the next two issues.
- b) Approve the inclusion of the Annual Report into the next edition of the Newsletter to avoid the excess costs of printing the Annual Report separately.

Resolved: The Members:

- a) Approved the inclusion of an article about Winsham Pre-School into one of the next two issues.
Proposed: Cllr R Miller Seconded: Cllr S Davie 7-0-0
- b) Declined the inclusion of the Annual Report into the next edition of the Newsletter but for the Annual Report to be printed separately.

Proposed: Cllr J Stevens Seconded: Cllr R Miller 7-0-0

3527 DRAFT SOMERSET STRATEGIC PLANNING FRAMEWORK 2018 – 2022

Proposal: Members to consider a response to the Draft Somerset Strategic Planning Framework 2018-2022.

Resolved: The Members have no further comment on the Draft Somerset Strategic Planning Framework 2018-2022.

Proposed: Cllr B Lewsey Seconded: Cllr R Miller 7-0-0

3528 JUBILEE HALL REPRESENTATIVE

Proposal: To agree on a new representative to the Jubilee Hall Committee.

Resolved: The Members appointed Cllr D Clark as the new representative to the Jubilee Hall Committee.

Proposed: Cllr D Wallbridge Seconded: Cllr S Davie 7-0-0

3529 COUNCILLOR SURGERIES

Proposal: Agree which members, and on what dates, will voluntarily undertake the monthly 'Meet Your Councillor' Surgeries at the Bell Inn.

Resolved: The Members agreed the schedule of volunteers for the Meet Your Councillor Surgeries at the Bell Inn, which will be published on the Parish Council's website.

Proposed: Cllr J Stevens Seconded: Cllr S Davie 7-0-0

3530 WINSHAM STREET FAIR 2018 (Localism Act 2011, Part 1, Section 1)

Proposal: Members to consider

- a) Granting £100 towards Face Painting at the 2018 Street Fair – Food and Farming Theme.
- b) Volunteering usually 2 people for 1 hour shifts at either end of Church Street.

Resolved: The Members:

- a) Approved a grant of £100 towards children's activities at the 2018 Street Fair – Food and Farming Theme.

Proposed: Cllr R Miller Seconded: Cllr N Eastick 7-0-0

- b) Agreed to contact the Secretary of the WSFC directly if they are interested in volunteering.

Proposed: Cllr J Stevens Seconded: Cllr R Miller 7-0-0

3531 ANNUAL PLAYGROUND INSPECTION AND RISK ASSESSMENT OFFER 2018

Proposal: The Members:

- a) To approve South Somerset District Council's Annual Playground Inspection to be undertaken between June and August 2018 at a cost of £48 plus VAT.
- b) To approve the offer of a Playground Risk Assessment as it was last undertaken in July 2015 with a recommended review date of July 2018, at a cost of £30.50 plus VAT.

Resolved: The Members:

- a) Approved South Somerset District Council's Annual Playground Inspection offer to be undertaken between June and August 2018 at a cost of £48 plus VAT.

Proposed: Cllr J Stevens Seconded: Cllr D Clark 7-0-0

- b) Approved the offer of a Playground Risk Assessment as it was last undertaken in July 2015 with a recommended review date of July 2018, at a cost of £30.50 plus VAT.

Proposed: Cllr R Miller Seconded: Cllr N Eastick 7-0-0

3532 EXTENSION OF 30MPH LIMIT ON THE B3162 TO BERE FARM

Proposer: Cllr A Simkins

Proposal: Members to:

- a) Note the response from Thorncombe Parish Council.
- b) Approve a letter to Bere Farm with the proposal.

Resolved: The Members:

- a) Noted the response from Thorncombe Parish Council.

- b) Approved a letter to be sent to Bere Farm with the proposal.

Proposed: Cllr D Clark Seconded: Cllr B Lewsey 7-0-0

3533 TO APPOINT ANOTHER COUNCILLOR TO THE FINANCE GROUP

Current Members are Cllrs J Stevens, A Simkins and R Miller.

Proposal: Members to

- a) Appoint another councillor to the Finance Group.
- b) Agree a date for the Finance Group to meet in April.

Resolved: The Members:

- a) Appointed Cllr B Lewsey to the Finance Group.

Proposed: Cllr J Stevens Seconded: Cllr D Clark 7-0-0

- b) Agreed the 19th April 2018 at 6.30 pm as the date for the Finance Group to meet before the Councillor Training in the main Jubilee Hall.

Proposed: Cllr J Stevens Seconded: Cllr R Miller 7-0-0

3534 OUTSTANDING ITEMS UPDATE

Proposal: To receive updates on the following outstanding items:

- a) Action Plan Review
- b) Land Registry of Parish Council's Land Assets
- c) Letter to SCC CEO regarding obstructed footpath CH30/7
- d) Assets of Community Value – School
- e) Bus Service meeting with Somerset County Council
- f) War Memorial Cleaning
- g) Networking Event - Chard Business Voice

- h) Annual Parish Meeting – Tuesday 15th May 2018. It was agreed that the format will be the same as last year with free drinks (wine/soft drinks) and nibbles.

Resolved: Updates were given on the above items.

9.31 pm The Members confirmed they were happy for the meeting to continue past 2 hours.

3535 ITEMS FOR REPORT

- a) Parish Assets:
Cemetery, Upper Rec/Lower Rec, Resource Centre, Bus Shelter, War Memorial, Seating, Signage and Bins
The work in the Cemetery will be undertaken when the weather improves.
- b) Web Sites, Welcome Pack
If anyone is aware of any new residents, to please contact Cllr D Wallbridge who will deliver a Welcome Pack.
- c) Public Rights of Way
Nothing to report.
- d) Grass Cutting Report
Nothing to report
- e) Highways and Bus Services
Nothing further to report.
- f) Reports from member representatives on outside bodies
Sports & Social Club - Cllr N Eastick confirmed the AGM for the Winsham Playing Fields is being held on Saturday 7th April 2018.
- g) Clerk's report and correspondence – see attached Agenda Notes
The Clerk informed the Members that two more consultations had been received, the Local Government Ethical Standards Review and an Open Space Survey. Somerset Association of Local Councils (SALC) had highlighted that it was extremely important for everyone to be involved with the Local Government Ethical Standards Review. The Clerk will send these out on Thursday 5th April.
The Clerk confirmed she had now received all External Audit correspondence which will be an agenda item for the May 2018 meeting.
- h) Parish Council Newsletter
Nothing further to report.
- i) 'Meet Your Councillor' Surgeries
Nothing further to report.
- j) Training
The Clerk again confirmed the Councillors Training will take place on Thursday 19th April at 7.00 pm in the Jubilee Hall.

3536 QUESTIONS TO THE CHAIRMAN

No questions were received.

"Under Standing Orders 3d and 10xi the Council resolves that in view of the confidential nature of the business about to be transacted (legal, personal or commercial), the press and public be excluded and they are instructed to withdraw".

3537 COMMUNITY SERVICE AWARD

Proposal: Following receipt of nominations, the Members to:

- a) Agree who will receive the Community Service Award, to be presented at the Annual Parish Meeting on Tuesday 15th May 2018.
- b) Agree what the prize for the Community Service Award will be.
- c) Decide whether to give an additional service award and to whom, in it's own gift.
- d) If (c) approved, then agree what the award will be.

Resolved: The Members:

- a) Agreed who will receive the Community Service Award, to be presented at the Annual Parish Meeting on Tuesday 15th May 2018.

Proposed: Cllr N Eastick Seconded: Cllr B Lewsey 7-0-0

- b) Agreed on the prize for the Community Service Award - £100 voucher for the Bell Inn and a plaque to be placed on a seat in the Parish as recognition.
Proposed: Cllr N Eastick Seconded: Cllr R Miller 7-0-0
- c) Agreed to not give an additional Community Service Award at the present time.
- d) This item is now not applicable.

3538 CLERK'S APPRAISAL FEEDBACK

This item was deferred until next month.

3539 DATE OF THE NEXT MEETING – WEDNESDAY 2ND MAY 2018

The meeting closed at 10.23 pm

DRAFT