



# Winsham Parish Council



Minutes of the Ordinary Meeting of the Parish Council held at The Jubilee Hall on Wednesday 3<sup>rd</sup> October 2018 at 7:30pm

Present: Cllrs A Simkins, S Davie, N Eastick, J Bell, D Clark and D Wallbridge

In attendance: Mrs Teresa Pinder, Clerk to The Council; District Councillor Sue Osborne, and 9 residents.

## **3655 TO RECEIVE APOLOGIES FOR ABSENCE AND APPROVE REASONS GIVEN** (LGA 1972 s85 (1))

None Received.

## **3656 DECLARATIONS OF INTEREST**

None received.

## **3657 TO APPROVE THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON THE 5<sup>TH</sup> SEPTEMBER 2018** (LGA 1972 sch 12, para 41(1))

**Resolved:** The minutes of the Ordinary Council Meeting held on the 5<sup>th</sup> September 2018 were approved as a correct and accurate record and were signed by the Chairman.

Proposed: Cllr S Davie      Seconded: Cllr J Bell      6-0-0

## **3658 PLANNING MATTERS**

a) Applications:

### **Advice of Appeal Receipt for an application originally reviewed in October 2017**

#### **Application No: 17/03725/FUL**

Proposal: Erection of Agricultural Building for Livestock Accommodation and Storage Use.

Location: Land OS 4676 Part Limekiln Lane, Winsham, Chard, Somerset, TA20 4DH

Appeal By: Mr Stephen Taylor

The Parish Council to consider making additional comments within 5 weeks of the Appeal Starting Date, which is 11<sup>th</sup> September 2018.

**Resolved:** The Councillors wish to make the following additional comments in support of SSDC's refusal of the application, having now received further relevant information from SSDC and residents.

The site is within an ancient woodland, 200 metres from the edge of a listed park and that it would be contrary to the landscape and heritage character.

It would prevent re-establishment of the ancient woodland.

It is unclear that the building would be used for the purposes indicated.

Lack of justification for the need for the building.

The proposal does not justify the potential damage to the environment.

The Parish Council has received strong representation from the Purtington community, which it endorses.

Proposed: Cllr S Davie      Seconded: Cllr J Bell      6-0-0

b) Planning determinations received from SSDC

Planning determinations received from SSDC were available to view at the meeting.

c) Plans and determinations received after the posting of the agenda

None received.

## **3659 FINANCE**

Proposal:

(a) To note the schedule of cheques.

(b) To approve the bank reconciliations as at 2<sup>nd</sup> September 2018.

- (c) To approve the Quarterly Spend Against Budget as at the 30<sup>th</sup> September 2018.

**Resolved:** The Members:

- a) Noted the schedule of cheques numbered 322425 to 322429 and direct debit totalling £2322.00. The cheques were signed by Cllrs S Davie & D Wallbridge
- b) Approved the bank reconciliations as at 2<sup>nd</sup> September 2018.  
Proposed: Cllr J Bell    Seconded: Cllr A Simkins 6-0-0
- c) Approved the Quarterly Spend Against Budget as at the 30<sup>th</sup> September 2018.  
Proposed: Cllr A Simkins    Seconded: Cllr S Davie 6-0-0

### **3660 WINSHAM PLAYING FIELDS TRUST**

To receive updates from the Chairman.

Proposal: Members to approve/confirm:

- a) The Trust, dated 17<sup>th</sup> June 1968, between the Parish Council of Winsham and the 'Tenants' no longer meets the needs of the current community.
- b) The Parish Council should aim to affect a change, in full consultation with the current "tenants", to the current arrangements within 6 calendar months.
- c) The current assets within the existing lease should be preserved for the good of the community.
- d) The Parish Council will either:
- develop a new draft lease, or;
  - replace the current lease with direct management.
- e) The date of the next Working Group meeting will be Monday 15<sup>th</sup> October at 7.00 pm.
- f) To further request the 'tenants' of the Winsham Playing Fields Trust review the locking of the gate.
- g) To appoint Roger Taylor of Wellers Hedley as the Parish Council's Solicitor in this matter.
- h) To request that the 'tenants' confirm that they have safeguarded themselves by meeting the trustee requirements of the Charity Commission.
- i) To contact the Community Council for Somerset with a view to providing advice and assistance by means of a written document to the Winsham Playing Fields Trust regarding the current management of the Charity.
- j) To investigate whether the Parish Council can take up the role of sole Trustee of the Winsham Playing Fields Trust.

**Resolved:** The Members:

- a) Confirmed that the Trust, dated 17<sup>th</sup> June 1968, between the Parish Council of Winsham and the 'Tenants' no longer meets the needs of the current community.  
Proposed: Cllr A Simkins    Seconded: Cllr S Davie 6-0-0
- b) Agreed that the Parish Council should aim to affect a change, in full consultation with the current 'Tenants', to the current arrangements in a timely fashion.  
Proposed: Cllr D Clark    Seconded: Cllr S Davie 6-0-0
- c) Confirmed that the current assets within the existing lease should be preserved for the good of the community.  
Proposed: Cllr D Wallbridge    Seconded: Cllr D Clark 6-0-0
- d) Agreed to defer this item at the current time.  
Proposed: Cllr S Davie    Seconded: Cllr J Bell 6-0-0
- e) Confirmed that the date of the next Working Group meeting will be Monday 15<sup>th</sup> October at 7.00 pm at The Bell.
- f) Agreed to further request the 'Tenants' of the Winsham Playing Fields Trust open the gate forthwith. The tenants to advise the Parish Council of its current Public Liability Insurance in accordance with Clause 12 of the Lease.  
Proposed: Cllr D Wallbridge    Seconded: Cllr J Bell 6-0-0
- g) Agreed to appoint Roger Taylor of Wellers Hedley as the Parish Council's Solicitor in this matter.  
Proposed: Cllr D Wallbridge    Seconded: Cllr S Davie 6-0-0
- h) Agreed to request that the 'Tenants' confirm that they have safeguarded themselves by meeting the trustee requirements of the Charity Commission.  
Proposed: Cllr D Wallbridge    Seconded: Cllr J Bell 5-0-1
- i) Agreed to contact the Community Council for Somerset with a view to providing advice and assistance to the Winsham Playing Fields Trust regarding the current management of the Charity.  
Proposed: Cllr A Simkins    Seconded: Cllr D Wallbridge 6-0-0

- j) Agreed to investigate whether the Parish Council can take up the role of sole Trustee of the Winsham Playing Fields Trust.

Proposed: Cllr A Simkins    Seconded: Cllr D Wallbridge    6-0-0

### **3661 100<sup>TH</sup> ANNIVERSARY OF THE END OF THE FIRST WORLD WAR COMMEMORATIONS**

Proposal: Members to agree who will lay the Wreath on behalf of the Parish Council.

**Resolved:** Cllr S Davie will lay the Wreath on behalf of the Parish Council.

Proposed: Cllr J Bell    Seconded: Cllr A Simkins    6-0-0

### **3662 HORSE & RIDER ROAD WARNING SIGNS**

Proposal: Following receipt of correspondence from a resident, to consider requesting a Horse & Rider sign at the top of the hill at Limekiln Lane before the descent through the dangerous area, and another erected at the bottom of the hill through Somerset County Council.

**Resolved:** The Members agreed to request Somerset County Council erect Horse and Rider signs at the top of the hill at Limekiln Lane before the descent through the dangerous area, and another erected at the bottom of the hill.

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

### **3663 PARISH PLAN REVIEW**

Proposal: Members to review the Parish Plan by the 1<sup>st</sup> February 2019.

**Resolved:** The Members agreed to review the Parish Plan by the 1<sup>st</sup> February 2019.

### **3664 POLICY DOCUMENT REVIEW**

Proposal: Members to review and adopt the following policies

- a) Health & Safety at Work, including Lone Working (no change)
- b) Press and Media Policy (no change)
- c) Risk Assessment General (no change)
- d) Scheme of Delegation (no change)
- e) Lower Recreation Ground Rules & Regulations (new)

**Resolved:** The Members reviewed and adopted the following policies:

- a) Health & Safety at Work, including Lone Working (no change)
- b) Press and Media Policy (no change)
- c) Risk Assessment General (no change)
- d) Scheme of Delegation (no change)
- e) Lower Recreation Ground Rules & Regulations (new)

Approved all policies en bloc

Proposed: Cllr S Davie    Seconded: Cllr D Wallbridge    6-0-0

### **3665 WINSHAM PARISH COUNCIL WEBSITE**

Proposal: Members to consider:

- a) Whether to purchase an SSL Certification for the Parish Council's website at an initial cost of £125 and £50 per annum thereafter.
- b) Proceeding with individual parish council only email addresses at an annual cost of £18.00 per account.
- c) Proceeding with Vision ICT's offer of securely backing up the Parish Council's documents with a one off cost of £50, and £10 per month.

**Resolved:** The Members:

- a) Agreed to purchase an SSL Certification for the Parish Council's website at an initial cost of £125 and £50 per annum thereafter.

Proposed: Cllr A Simkins    Seconded: Cllr D Wallbridge    6-0-0

- b) Agreed to proceed with individual Parish Council only email addresses at an annual cost of £18.00 per account.

Proposed: Cllr N Eastick    Seconded: Cllr S Davie    6-0-0

- c) Agreed to proceed with Vision ICT's offer of securely backing up the Parish Council's documents with a one off cost of £50, and £10 per month.

Proposed: Cllr A Simkins    Seconded: Cllr N Eastick    6-0-0

### **3666 TRAINING**

Proposal: Members to:

- a) Approve the Clerk attend the Society of Local Council Clerks (SLCC) Regional Training Seminar at the Webbington Hotel, Axbridge on the 28<sup>th</sup> November 2018 at a cost of £75.00 plus VAT.
- b) Consider attending the Planning for the Future of Your Community seminar, to be held at SALC, Somerton on 1<sup>st</sup> November at 2.00 pm until 5.00 pm, at a cost of £25.00 per person.
- c) Attend Councillor Essentials Course at Horton Village Hall, Horton, on 11<sup>th</sup> October 2018, 7.00 pm till 9.00 pm at no cost to the Council.
- d) Consider attending a Health & Wellbeing Event being held on Tuesday 16<sup>th</sup> October at 7.15 pm at Edgar Hall, Somerton. Attendance costs £10 per person.

**Resolved:** Members:

- a) Approved the Clerk attending the Society of Local Council Clerks (SLCC) Regional Training Seminar at the Webbington Hotel, Axbridge on the 28<sup>th</sup> November 2018 at a cost of £75.00 plus VAT.  
Proposed: Cllr A Simkins      Seconded: Cllr J Bell 6-0-0
- b) Agreed Cllr J Bell attend the Planning for the Future of Your Community Seminar, to be held at SALC, Somerton on 1<sup>st</sup> November at 2.00 pm until 5.00 pm, at a cost of £25.00 per person.  
Proposed: Cllr D Wallbridge      Seconded: Cllr D Clark 6-0-0
- c) Agreed that Councillors J Bell, D Clark, D Wallbridge and N Eastick attend the free Councillor Essentials Course at Horton Village Hall, Horton, on 11<sup>th</sup> October 2018, 7.00 pm till 9.00 pm.  
Proposed: Cllr S Davie      Seconded: Cllr N Eastick 6-0-0
- d) Agreed not to attend a Health & Wellbeing Event being held on Tuesday 16<sup>th</sup> October at 7.15 pm at Edgar Hall, Somerton at a cost of £10 per person.

### **3667 WINTER ROAD GRITTING**

Proposal: To consider writing to Somerset County Council expressing the concerns of the Parish Council regarding the reduced gritting of roads in the County.

**Resolved:** The Members agreed that Cllr A Simkins will write to Somerset County Council expressing their concerns regarding the reduced gritting of roads in the County, which will severely affect the residents of the Parish.

Proposed: Cllr A Simkins      Seconded: Cllr J Bell 6-0-0

### **3668 SMALL IMPROVEMENT SCHEME**

Proposal: Following receipt of correspondence from Somerset County Council, the Members to confirm that Winsham Parish Council is in agreement with progressing a scheme to address pedestrian safety issues on the B3162 in Winsham.

**Resolved:** The Members of Winsham Parish Council are in agreement with progressing a scheme to address pedestrian safety issues on the B3162. The Clerk will write to confirm this statement.

Proposed: Cllr A Simkins      Seconded: Cllr J Bell 6-0-0

### **3669 NEW LAPTOP FOR THE CLERK**

Proposal: To approve the purchase of a new Parish Council laptop for the Clerk at a cost of £530.00 which includes set up, transferring data from the old laptop and labour.

**Resolved:** The Members approved the purchase of a new Parish Council laptop for the Clerk at a cost of £530.00 which includes set up, transferring data from the old laptop and labour.

Proposed: Cllr D Wallbridge      Seconded: Cllr S Davie 6-0-0

### **3669 OUTSTANDING ITEMS UPDATE**

Proposal: To receive updates, as required, 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) Networking Event - Chard Business Voice
- f) Cemetery Tidy Up

Updates were received on the above matters.

### 3670 ITEMS FOR REPORT

- a) Parish Assets:  
Cemetery, Upper Rec/Lower Rec, Resource Centre, Bus Shelter, War Memorial, Seating, Signage and Bins
- b) Web Sites, Welcome Pack
- c) Public Rights of Way
- d) Grass Cutting Report
- e) Highways and Bus Services
- f) Reports from member representatives on outside bodies:  
Jubilee Hall  
Winsham Playing Fields/Sports and Social Club  
Winsham Community Resource Centre
- g) Clerk's report and correspondence  
Confirmation has been received from SSDC that no applications were received to hold a by election for the two most recent vacancies. Therefore the Parish Council can co-opt two councillors at it's next meeting in November.  
A Road Closure Notification has been received regarding Purtington Road, Winsham - from the junction with Limekiln Lane to the junction with Crewkerne Hill, a distance of 530 metres. The proposed date of the closure is 30th November 2018 for 5 days. This relates to Gigaclear.  
The Clerk reported that she will be away on annual leave from Thursday 4<sup>th</sup> October pm, returning on Tuesday 16<sup>th</sup> October am.
- h) Parish Council Newsletter
- i) Training – already discussed above.

### 3671 QUESTIONS TO THE CHAIRMAN

No questions were received.

### 3672 CONFIDENTIAL ITEMS

Proposal: Under Standing Orders 3d and 10xi the Parish 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.

**Resolved:** That under Standing Orders 3d and 10xi the Parish 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.

Proposed: Cllr J Bell    Seconded: Cllr S Davie    6-0-0

### 3673 LEGAL PROCEEDINGS

Proposal: Members to review the information already to hand and consider approaching the appropriate authorities to report.

**Resolved:** The Members agreed that following recent information, the Parish Council reports the matter to the Police.

Proposed: Cllr S Davie    Seconded: Cllr A Simkins    6-0-0

### 3674 DATE OF THE NEXT MEETING – WEDNESDAY 7<sup>TH</sup> NOVEMBER 2018

The Meeting closed at 10.26 pm