



Winsham Parish Council Ordinary Council Meeting – 1st June 2021

ALL COUNCIL MEETINGS ARE OPEN TO MEMBERS OF THE PUBLIC AND THE PRESS

(Public Bodies (Admission to Meetings) Act 1960)

Dear Councillors, you are hereby summoned to attend the ordinary meeting of the **PARISH COUNCIL** on **TUESDAY 1st June 2021 at 7.30 pm** being held in the Jubilee Hall, Winsham

Rose Richards

Rose Richards, Clerk to the Parish Council: 26th May 2021

PUBLIC FORUM

This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman) to participate before the meeting by asking questions of, raising concerns and make comments, regarding the Parish Council. A speaker in the Public Forum may only represent his or her point of view, and may not claim to speak for other residents unless they are also present at the Forum and clearly affirm that they are prepared to allow the speaker to express their point of view for them. After the statement those involved should be asked to affirm that what was said represented their viewpoint. The Chair of the meeting has absolute discretion to request the speaker to stop, or adjourn the Public Forum at any time.

Criticism of Parish Council action or lack of action is acceptable, but serious complaints relating to alleged malfeasance or malpractice must be made using the proper complaints procedure. This is to protect the complainant and the Parish Council, in the event of concerns proving to be unfounded. No decision can be taken on issues raised unless the matter is already an item on the agenda. As this is not part of the formal meeting minutes will not be produced.

Reports from County and District Councillors

County and District Councillors may give short verbal reports on matters affecting Winsham as this is also not part of the meeting, minutes will not be produced.

AGENDA

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities, Crime and Disorder, Health & Safety, Bullying & Harassment and Human Rights

4308 To Receive Apologies for Absence and to Approve the Reasons given (LGA 1972 s85(1))

4309 Members to receive any Declarations of Interest

4310 Members to fill the Council Vacancy by Co-Option

Members to consider the applications received to fill the vacancy following Cllr Davies resignation.

4311 Approve the Minutes of the Council Meeting Held in May (LGA 1972 sch 12, para 41(1))

Proposal: Members to approve the Minutes of the Ordinary Council Meeting held on Wednesday 5th May 2021.

4312 Outstanding Items from the May Meeting

- Update on who owns the fence along the south side of Pooles Lane and whether Mark Pike can help with the pot holes.
- Update on the refurbishment of the rain collector and tap in the cemetery

4313 Finance

- Members to note the schedule of cheques
- Members to approve the bank reconciliations for 2nd May 2021

4314 Annual Governance and Accountability Return (AGAR)

- a) Member to review the Internal Auditors Report in respect of the 2020/21 AGAR
- b) Members to approve the 2020/21 AGAR

4315 Planning Matters

No Planning applications or determinations have been received since the May meeting

4316 Document Review

Members to review and adopt the following policies:

- a) Terms of Reference – Working Parties, Groups, and Task & Finish Groups
- b) Disciplinary Procedures
- c) Grievance Procedures
- d) Governance & Accountability for Smaller Authorities in England
- e) Risk Management Strategy and Risk Management Register

4317 Additional Cost for Councillor to meet with Playground Inspector

Members to consider the additional cost of £45 for Cllr Miller to accompany the inspector during the annual inspection.

4318 Date and venue for the July Meeting

Members to consider if covid restrictions will be relaxed enough to allow the July meeting to be held in the committee room or if the date will need to be changed so that it can be held in the Jubilee Hall.

4319 Lower Recreation Ground

Members to report back on quotes for the boundary fence, repositioning and removal of the ham stones and cleaning and repainting the play equipment

4320 Items for Report

- a) Parish Assets:
 - ◆ Cemetery and Churchyard
 - ◆ Bus Shelter
 - ◆ War Memorial
 - ◆ Seating, Signage and Bins
- b) Web Sites
- c) Welcome Pack
- d) Public Rights of Way
- e) Grass Cutting Report
- f) Highways and Bus Services
- g) Reports from member representatives on outside bodies:
 - ◆ Jubilee Hall
 - ◆ Winsham Recreational Trust
 - ◆ Winsham Community Resource Centre
- h) Clerk's report and correspondence – see Agenda Notes
- i) Training

4321 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.

4322 Members to review any Legal Proceedings and associated matters

4323 Date of the Next Meeting –