

Winsham Parish Council

Notice of the Ordinary Council Meeting – 12th April 2017

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 **WEDNESDAY 12TH APRIL 2017** at **7.30pm** in the **Jubilee Hall, Winsham**.

Teresa Pinder

Teresa Pinder, Clerk to the Parish Council
4th April 2017

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

(1) TO RECEIVE APOLOGIES FOR ABSENCE & TO APPROVE THE REASONS GIVEN (LGA 1972 s85 (1))

Council to receive any apologies for absence and Members to approve reasons given.

(2) DECLARATIONS OF INTEREST

Council to receive any declarations of interest.

(3) TO APPROVE THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON THE 1ST MARCH 2017 (LGA 1972 sch 12, para 41(1))

(4) PLANNING MATTERS

a) Applications:

Application No: 17/01241/FUL

Applicant: Mr Paul and Mrs Jane Welters

Proposal: Internal and external alterations. Erection of single storey infill extension, single storey rear extension, greenhouse and garden shed.

Location: Manor Cottage, 4 Church Street, Winsham, Chard, Somerset, TA20 4HU

Application No: 17/01243/LBC

Applicant: Mr Paul and Mrs Jane Welters

Proposal: Internal and external alterations. Erection of single storey infill extension, single storey rear extension, greenhouse and garden shed.

Location: Manor Cottage, 4 Church Street, Winsham, Chard, Somerset, TA20 4HU

Application No: 17/01235/FUL

Applicant: Mr & Mrs P Burke

Proposal: Conversion of an existing garage into annexe accommodation and the erection of a detached garage/car port.

Location: Whatley Cottage, Whatley Cross to Street, Winsham, Chard, TA20 4JS

b) Planning determinations received from SSDC

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

(5) FINANCE

Proposal:

a) To note the schedule of cheques.

b) To approve the quarterly spend against budget as at 31st March 2017.

(6) WINSHAM SHOP AND THE BELL

To receive an update on the current position.

(7) ANNUAL PARISH MEETING

To receive an update from the organisers.

(8) BIOGRAPHIES FROM COUNCILLORS

Proposal: Members to approve putting a personal biography onto the Parish Council's website, which Members will provide.

(9) UPDATE ON THE 2016-17 TAX YEAR ACTION PLAN

Proposal: To receive an update on

a) Investigating Youth club facilities and opportunities

b) Investigating the possibility of a MUGA

c) Investigating further options on dog fouling & speeding

(10) PARISH ACTION PLAN REVIEW

Proposal: To take the previous Parish Plan Review and make it the Parish Action Plan for tax year 2017-2018.

(11) LOCAL COUNCIL AWARD SCHEME

Proposal: This Parish Council confirms that it publishes on line:

1 Standing orders and Financial Regulations

2 Code of Conduct and a link to councillors' registers of interests

3 Publication scheme

4 Last annual return

5 Transparent information about council payments

6 A calendar of all meetings including the annual meeting of electors

7 Minutes for at least one year of full council meetings and (if relevant) all committee and sub-committee meetings

8 Current agendas

- 9 The budget and precept information for the current or next financial year
- 10 Its complaints procedure
- 11 Council contact details and councillor information in line with the Transparency Code
- 12 Action plan for the current year
- 13 Evidence of consulting the community
- 14 Publicity advertising council activities
- 15 Evidence of participating in town and country planning

This council also confirms that it has:

- 16 A risk management policy
- 17 A register of Assets
- 18 Contracts for all members of staff
- 19 Up-to-date insurance policies that mitigate risks to public money
- 20 Disciplinary and grievance procedures
- 21 A policy for training new staff and councillors
- 22 A record of all training undertaken by staff and councillors in the last year
- 23 A clerk who has achieved 12 CPD points in the last year

(12) POLICY DOCUMENTS

Proposal: To review and adopt the following policies:

- a) Freedom of Information Policy (no change)
- b) Publication Scheme Model (no change)

(13) WINSHAM WAR MEMORIAL

Proposer: Cllr A Simkins

Proposal: Members to consider whether to support a WMT Grants Application for the general cleaning of the Winsham War Memorial.

(14) BUS SERVICES

Proposer: Cllr A Simkins

Proposal: To brief the meeting on the response from Transporting Somerset, County Hall, Taunton, and decide how best to disseminate the information, and whether to request a meeting.

(15) HM LAND REGISTRY

Proposal: To review the paperwork received from Hedleys Solicitors with regarding to registering the land owned by the Parish Council with HM Land Registry and that it has been correctly registered.

(16) SHARED ACCESS

Proposal – Members to consider and approve:

- a) To make up to £5,000 available for various community and educational establishments within the Parish to apply for Grants, with application form and guideline available on the Parish Council website.
- b) The Deadline for receipt of applications in this first tranche of grants being 31st August 2017 (for consideration in the October Parish Council meeting)

(17) BUS SHELTER REPAIRS

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.

(18) CIRCULAR TABLE IN THE LOWER REC

Proposal: To agree to obtain quotations to repair the circular picnic table in the Lower Rec.

(19) RIGHTS OF WAY

Proposal: Members to approve writing to the CEO of Somerset County Council and the Rights of Way team, requesting a section 130A to re-open footpath CH30/7.

(20) YEOVIL SHOPMOBILITY DONATION

Proposal: To consider a donation to Yeovil Shopmobility

(21) ST MARGARET'S HOSPICE CARE

Proposal: To consider a donation to St Margaret's Hospice Care.

(22) WINSHAM PLAYING FIELDS

Proposal: To consider donating £500 towards the grass cutting of the playing fields.

(23) JUNE PARISH COUNCIL MEETING

Proposal: To consider changing the date of the June meeting from 7th June to the 6th June.

(24) OUTSTANDING ITEMS UPDATE

Proposal: To receive updates on the following outstanding items:

- a) Parks and Open Spaces Policy on the website
- b) Review of Grit Bins in the Parish
- c) Setting up On Line viewing of Parish Council Accounts.
- d) Youth Cafe Monies

(25) 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.
- g) Clerk's report and correspondence – see attached Agenda Notes.

(26) QUESTIONS TO THE CHAIRMAN

(27) DATE OF THE NEXT MEETING – 3RD MAY 2017