



Winsham Parish Council

Notice of the Ordinary Council Meeting – 4th October 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 4TH OCTOBER 2017** at **7.30pm** in the **Jubilee Hall, Winsham**.

Teresa Pinder

Teresa Pinder, Clerk to the Parish Council
26th September 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 AND 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 6TH SEPTEMBER 2017 (LGA 1972 sch 12, para 41(1))

(4) CHAIRMAN'S ANNOUNCEMENTS

(5) PLANNING MATTERS

a) Applications:

Application No: 17/03399/FUL

Applicant: Mr Robert Slade

Proposal: Retention and alterations to fence on existing wall.

Location: Foxhayes, Court Street, Winsham, Chard, Somerset, TA20 4JE

Application No: 17/03725/FUL

Applicant: Mr Stephen Taylor

Proposal: Erection of Agricultural Building for livestock Accommodation and Storage Use

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

b) Planning determinations received from SSDC

(6) FINANCE

Proposal: Members to:

a) Note the schedule of cheques.

b) Approve the Spend Against Budget as at 30th September 2017.

(7) DOCUMENT REVIEW

Proposal: Members to review and adopt the following policies:

a) Health & Safety at Work including Lone Working Procedures (no change)

b) Press and Media Policy (no change)

c) Risk Assessment General, amended to include all assets of the Council (amended)

d) Scheme of Delegation (new)

e) Standing Orders (one amendment)

(8) GRANT APPLICATIONS

Proposal: Members to consider and approve the recommendations from the Grant Working Group for the first tranche of monies to be used for Grants.

(9) COUNCILLOR SURGERIES

To receive an update on the first surgery held on 16th September 2017.

Proposed: To relocate all future surgeries to the Bell Inn.

(10) SCC SMALL IMPROVEMENT SCHEMES

Proposal: To approve an application for a Small Works Improvement Scheme (Highways).

(11) FINANCE WORKING GROUP

Proposal: The Members of the Finance Group to agree on a date to meet to discuss the budget for 2018.

(12) FACEBOOK GROUP

Proposal: The Members to consider whether to run a Facebook Community Page.

(13) CEMETERY MAINTENANCE

Proposal: The Members to approve the following Cemetery maintenance:

a) Overhanging branch removal along the eastern boundary

b) Vines and overgrowth on headstones

c) General tidy up

d) Circular seat repair and gate varnish

e) Box by the gate – lid repair.

f) Undertake a Topple Test in the Cemetery and Churchyard.

(14) CIRCULAR TABLE IN THE LOWER REC

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

(15) REMEMBRANCE DAY WREATH

Proposal: Members to agree who will lay the wreath on Remembrance Sunday.

(16) SAT NAV

Proposal: Members to approve contacting the Commercial Sat Nav companies to remove the narrow roads in this parish from their maps (Colham Lane and Winyards Lane).

(17) TRAINING AND DEVELOPMENT

Proposal: To update and review training for:

- a) The Clerk
- b) Councillors

(18) COUNCILLOR RESPONSIBILITIES

Proposal: To update the councillor responsibilities.

(19) MEETING DATES FOR NEXT YEAR'S PARISH COUNCIL MEETINGS

Proposal: To agree the following dates for next year's Parish Council Meetings:

January 3rd, February 7th, March 7th, April 4th, May 2nd, June 6th, July 4th, August 1st, September 5th, October 3rd, November 7th and December 5th.

(20) 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) Somerset County Council Chairman's Awards
- e) Assets of Community Value – School
- f) Bus Service meeting with Somerset County Council
- g) Community Led Housing Survey

(21) 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.

(22) QUESTIONS TO THE CHAIRMAN

(23) DATE OF THE NEXT MEETING – WEDNESDAY 1st NOVEMBER 2017