



Winsham Parish Council

Notice of the Ordinary Council Meeting – 6th December 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 6TH DECEMBER 2017 at 7.30pm** in the **Jubilee Hall, Winsham**.

Teresa Pinder

Teresa Pinder, Clerk to the Parish Council
27th November 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) COUNCILLOR CO-OPTION

Proposal: To co-opt two Councillors onto Winsham Parish Council.

(2) TO RECEIVE THE CO-OPTED COUNCILLOR'S DECLARATION OF ACCEPTANCE OF OFFICE

The co-opted Councillors to sign the Declaration of Acceptance of Office.

(3) 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.

(4) DECLARATIONS OF INTEREST

Council to receive any declarations of interest.

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

(6) PLANNING MATTERS

- a) Applications: None
- b) Planning determinations received from SSDC

(7) FINANCE

Members to:

- a) Note the schedule of cheques.
- b) Note the Bank reconciliation for October 2017.

(8) DRAFT BUDGET 2018/19

Proposal: Members to review and approve the Draft Budget, pending receipt of further information from South Somerset District Council.

(9) DOCUMENT REVIEW

Proposal: Members to review and adopt the following policies:

- a) Members Code of Conduct (no change)
- b) Internal Controls Statement (no change)
- c) Reserves Policy (no change)

(10) REVIEW OF THE SOUTH SOMERSET LOCAL PLAN (2006 – 2028) -ISSUES AND OPTIONS CONSULTATION

Proposal: Members to review the South Somerset Local Plan and make any recommendations to South Somerset District Council (email date 24-10-17 sent to members)

(11) ANNUAL PLAYGROUND INSPECTION

Proposal: Members to agree on improvement works following receipt of the Annual Report from SSDC.

(12) GRANT APPLICATIONS

Proposal: Following the review of the Grant Application, Application Form and process by Cllr T Harris the Members:

- a) To approve the revised Grant Awarding Policy.
- b) To approve the revised Grant Application Form.
- c) To consider small grants of up to £150 per request all year round, effective from the next financial year 2018/19.

(13) YOUTH NEEDS SURVEY

Proposal: Members to appoint councillor(s) to design and run a youth needs survey, with results and recommendations to be delivered in the March 2018 meeting.

(14) GRIT BINS

Proposer: Cllr N Eastick

Proposal: Members to consider the possibility of obtaining a new grit bin for the School or to move the grit bin by the telephone box to the School.

(15) DOG BIN

Proposer: Cllr N Eastick

Proposal: To consider whether to purchase an additional dog bin for installation at Colham Lane near to the entrance to Hollowells, adjacent to the Grit Bin.

(16) HEDGE ALONG THE EDGE OF THE LOWER REC

Proposal: To consider and approve a quotation to cut back the hedge along the edge of the Lower Rec.

(17) ST STEPHEN'S CHURCH

Proposal: Members to nominate a councillor to read one of the lessons at the "Service of Nine Lessons & Carols" on Sunday December 17th.

(18) HINCKLEY POINT C - COMMUNITY IMPACT MITIGATION FUND (CIM FUND)

Proposal:

- a) Members to agree whether to apply for a grant from the Hinckley Point C - Community Impact Mitigation Fund (CIM Fund) which is to be spent on improvements for communities most affected by the Site Preparation Works.
- b) If (a) is agreed, members to appoint a working group to make and complete the application form.
- c) If (a) is agreed, members to agree possible areas for funding with reference to the Parish Plan.

(19) ANNUAL PARISH MEETING

Proposal: Members to agree a date for the Annual Parish Meeting 2018.

(20) PLAYGROUND EQUIPMENT

Proposal:

- a) Members to consider whether to proceed with purchasing a small piece of equipment for the recreation area following quotes received.
- b) If (a) is agreed, members to agree on a public survey to ask which piece of equipment to install.

(21) TRAINING AND DEVELOPMENT

Proposal: To update and review training for:

- a) The Clerk
 1. Members to approve the Clerk attending SLCC's Practitioner's Conference on the 22nd and 23rd February 2018 at Chesford Grange, Kenilworth at a cost of £269 plus VAT and an extra night's hotel accommodation at £120.
 2. Members to approve to pay for the Clerks hours.
- b) Councillors

(22) 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) Councillor Surgery update
- h) Newsletter
- i) Networking Event - Chard Business Voice
- j) Housing Survey

(23) 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.

(24) QUESTIONS TO THE CHAIRMAN

(25) DATE OF THE NEXT MEETING – WEDNESDAY 6TH DECEMBER 2017