



## Winsham Parish Council Ordinary Council Meeting – 1st June 2022

### 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 1st June 2022 at 7.30 pm** at Winsham Jubilee Hall  
Rose Richards, Clerk to the Parish Council: 27th May 2022

#### PUBLIC FORUM

This provides an opportunity /for members of the public 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 shall not speak for more than 5 minutes. The Chair of the meeting has absolute discretion to request the speaker to stop, or adjourn the Public Forum at any time. 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. 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*

- 0028 To Receive Apologies for Absence and to Approve the Reasons given (LGA 1972 s85(1))**
- 0029 To confirm all councillors have now signed the Declaration of Acceptance of Office**
- 0030 To receive any Declarations of Interest**
- 0031 Approve the Minutes of the Annual Council Meeting Held on 11th May 2022 (LGA 1972 sch 12, para 41(1))**
- 0032 Outstanding Items Update**
- a) Small Improvement Scheme (S.I.S.) - Highways Safety
  - b) Pooles Lane pot holes
- 0033 Planning Matters**
- a) Members to resolve Applications received
    - Application Reference: 22/01341/S73A  
Applicant: Mrs Betty Jeffery  
Location: Bower Back Street Winsham TA20 4EB  
Proposal: S73A applications to vary condition 1 (approved plans) of approval 20/00379/REM; Application for reserved matters following outline approval of 18/02078/OUT (Inspectorate Ref: APP/R3325/W/19/3226245) seeking approval of appearance, landscaping, layout and scale  
Observations Required by: 13th June 2022
  - b) Applications Decisions received - None
- 0034 Finance**
- Proposals:
- a) To note the schedule of cheques
  - b) To approve the bank reconciliations for 2nd May 2022
  - c) Notice for the Exercise of Public Rights to inspect the annual accounts to be advertised and will cover the period from Monday 13th June to Friday 22nd July 2022

### **0035 Document Review**

Members to review and adopt the following policies:

- a) Terms of Reference – Working Parties, Groups and Task and Finish Groups
- b) Disciplinary Procedures
- c) Grievance Procedures
- d) Governance & Accountability for Smaller Authorities in England (March 2021)
- e) Risk Management Scheme

All documents were checked for website accessibility

### **0036 Members to accept the quote for the Annual Playground Inspection**

### **0037 Items for Report**

- a) Parish Assets:
  - ◆ Cemetery and Churchyard
  - ◆ Lower Recreation Ground
  - ◆ Bus Shelter
  - ◆ War Memorial
  - ◆ Seating, Signage and Bins
  - ◆ Telephone Box
  - ◆ Allotments – Members to approve a small reduction in the rent for Allotment 7
  - ◆ Defibrillator
- b) Web Sites
- c) Public Rights of Way
- d) Grass Cutting Report
- e) Gardening Group
- f) Environmental Issues
- g) Highways and Bus Services
- h) Reports from member representatives on outside bodies:
  - ◆ Jubilee Hall
  - ◆ Winsham Recreational Trust
  - ◆ Winsham Community Resource Centre
- i) Clerk's report and correspondence – see Agenda Notes
- j) Training

### **0038 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.

- a) Members to consider the quotes received for restoration work on the War Memorial
- b) Update on the Police enquiry regarding planting at the Nature Area

### **0039 Legal Proceedings - Members to review progress of any legal proceedings and associated matters**

### **0040 Date of the Next Meeting – Wednesday 6th July 2022**