



Winsham Parish Council Ordinary Council Meeting – 4th January 2023

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 7th December 2022 at 7.30 pm** at Winsham Jubilee Hall
Rose Richards, Clerk to the Parish Council: 2nd December 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*

- 0114 To Receive Apologies for Absence and to Approve the Reasons given** (LGA 1972 s85(1))
- 0115 To receive any Declarations of Interest**
- 0116 Approve the Minutes of the Ordinary Council Meeting held on 2nd Nov 2022** (LGA 1972 sch 12, para 41(1))
- 0117 Outstanding Items Update**
- a) Update on order for two round picnic tables
 - b) Update on Grass cutting contract for 2023
- 0118 Planning Matters**
- a) Members to resolve Applications received – None received
 - b) Application Decisions received
22/02385/COL Land to the Rear of Cornerstones Back Street Winsham – Permitted
22/01621/FUL Whatley Farm Whatley Cross to Street Winsham – Permitted with conditions
- 0119 Finance**
- Proposals:
- a) To note the schedule of cheques as contained in the December and January List of Payments
 - b) To approve the bank reconciliations for 2nd November 2022
 - c) Members to review and approve the 3rd Quarter Spend to Budget
 - d) Members to review and approve the 2023/24 Budget and Precept requirement
- 0120 Members to pass a resolution to sign up to the civility and respect pledge**
- 0121 Document Review**
- Proposal: Members to review and adopt the following policies:

- a) Statement of Internal Control – No change
- b) Reserves Policy – Updated
- c) Allotment Tenancy Agreement – Updated to prohibit selling goods or undertaking a business from the allotment
- d) Dignity at Work Policy
- e) Social Media Policy
- f) Winsham Cemetery – Fees and Regulations

All documents have been checked for website accessibility

0122 Risk Management Plan

Proposal: Members to review and adopt the Risk Management Plan

0123 Members to consider the grant application for Toilet Twinning.

An anonymous donation will be made on behalf of the council with the proviso that the toilet twinned is in the Ivory Coast. The donor has asked that the council choose which toilet to twin in Winsham.

0124 Members to carry out a review of the Allocated Responsibilities

0125 Members to consider nominations for the Somerset Emergency Community Contacts database

0126 Members to approve the meeting dates for 2023/24 and agree a date for the Annual Parish Meeting

0127 Members to determine if they will agree to a further request to reserve a burial plot in Row M

0128 Update on the Enforcement notice at The Old Farm House Purtington

0129 Update of the foul water jetting and inspection report for Winsham

0130 Lower Recreation Ground

- a) Working Party to report back on their progress
- b) Members to discuss repairs required to the fence along the footpath next to the rec

0131 Items for Report

- a) Parish Assets:
 - ◆ Cemetery and Churchyard
 - ◆ Bus Shelter
 - ◆ War Memorial
 - ◆ Seating, Signage and Bins including Dog bin signs
 - ◆ Telephone Box
 - ◆ Allotments
 - ◆ Defibrillator - Pads expire at the end of January
- 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

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.

0132 Clerk's salary to be increased to reflect the 2022/23 LGA Pay agreement

Proposal: Members to increase the clerk's rate of pay back dated to 1st April 2022

0133 Members to discuss quotes for cutting back the Yew in the graveyard above the Lych-gate**0134 Members to approve the cost of assembling the new picnic tables****0135 Date of the Next Meeting – Wednesday 1st February 2023**