



Winsham Parish Council Ordinary Council Meeting – 11th October 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 11th October 2023 at 7.30 pm** at Winsham Jubilee Hall
Rose Richards, Clerk to the Parish Council: 6th October 2023

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 their own 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 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

0280 To Receive Apologies for Absence and to Approve the Reasons given (LGA 1972 s85(1))

0281 To receive any Declarations of Interest

0282 Approve the Minutes of the Ordinary Council Meeting held 6th Sept 2023 (LGA 1972 sch 12, para 41(1))

0283 Outstanding Items Update

- a) Update on request for Risk Assessment from Peter Parfitt

0284 Planning Matters

- a) Members to resolve Applications received

Application Reference: 23/02449/FUL

Proposal: Conversion and extension of the existing barn to provide 1 dwelling house and associated works (following Class Q approval 22/03429/PAMB for Prior Approval Notification for the change of use of an agricultural building into a dwelling house)

Location: Cow Down Lane Winsham

Applicant: Mr Richard Scott

Comments Required by: 20th October 2023

- b) Application Decisions received –

23/00529/S73A: Land West Of Limekiln Lane Winsham Chard – Permitted with Conditions

23/01672/S73A: Land Os 7216 Part Church Street Winsham – Permitted with Conditions

23/00711/FUL: Ammerham Barn Ammerham Lane Winsham – Permitted with Conditions

23/01668/FUL: Land At Whatley Hazelwood Hill Winsham – Refused

23/01411/FUL: Land to The Rear Of The Old Bell Church Street Winsham – Permitted with conditions

0285 Finance

Proposals:

- a) To note the schedule of cheques as contained in the October List of Payments and approve the bank reconciliations for 2nd September 2023
- b) To approve the 2nd Quarter Spend to Budget

0286 Document Review – All documents have been checked for website accessibility

Proposal: Members to review and adopt the following policies:

- a) Health & Safety at Work, including Lone Working Procedures – No change
- b) Scheme of Delegation – Small change to Paragraph 8
- c) Whistleblowing Policy – Based on NALC's new policy

0287 Members to consider a suggestion regarding reserving Cemetery Plots

0288 Members to consider whether the cemetery fees should be increased from April 2024

0289 Members to appoint a councillor to carry out weekly risk assessments of the Lower Rec following the resignation of Chloe Adams

0290 Update from the LCN Meeting held in September

0291 Members to decide whether to place a repeat order for 2024 with the Play Inspection Co

0292 Members to carry out the quarterly review of the Risk Management Scheme

0293 Members to appoint a new Bus Champion and decide on a letter for South West Coaches

0294 Members to complete the Community Resilience Snapshot Survey

0295 Items for Report

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

0296 Quotes for consideration and decision by Members

- a) Members to decide if they will accept a quote for the War Memorial Plaque
- b) Members to decide on a quote for replacement/repair of the wet pour surfacing in the Lower Rec

0297 Date of the Next Meeting – Wednesday 1st November 2023