



## Winsham Parish Council Ordinary Council Meeting – 10th January 2024

### 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 10th January 2024 at 7.30 pm** at Winsham Jubilee Hall  
Rose Richards, Clerk to the Parish Council: 5th January 2024

#### 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*

- 0334 To Receive Apologies for Absence and to Approve the Reasons given (LGA 1972 s85(1))**
- 0335 To receive any Declarations of Interest**
- 0336 Members to fill the vacant position on the Council by Co-option**
- 0337 Approve the Minutes of the Ordinary Council Meeting held 6th Dec 2023 (LGA 1972 sch 12, para 41(1))**
- 0338 Outstanding Items Update**
- a) Update on the appointment of a new Bus Champion
  - b) Update on whether Citizens Advice Somerset are regional or national organisation
- 0339 Planning Matters**
- a) Members to resolve Applications received  
  
Application Reference: 23/00790/FUL  
Proposal: Provide off road parking for both 22 & 25 Western Way, works to include excavation of existing spoil banks, construction of retaining walls, steps and permeable hardstanding to provide parking for 3 vehicles RETROSPECTIVE  
Location: 22 & 25 Western Way Winsham Chard Somerset TA20 4JH  
Applicant: Alex Hanson  
Comments Required by: 24th January 2024
  - b) Application Decisions received – None
- 0340 Finance**
- Proposals:
- a) To note the schedule of cheques as contained in the January List of Payments and approve the bank reconciliations for 2nd December 2023
  - b) To consider the 3rd Quarter Spend to Budget report
  - c) Members to consider the 2024/25 Budget Proposal

**0341 Document Review** – All documents have been checked for website accessibility

Proposal: Members to review and adopt the following policies:

- a) Social Media Policy
- b) Safeguarding Statement

**0342 Members to carry out the quarterly review of the Risk Management Scheme**

**0343 Members to decide where and how to re-instate the S.A.C. Sign recently returned to the council**

**0344 Members to discuss the Asset and Service Devolution letter received from Somerset Council**

**0345 Members to agree the meeting dates for 2024/25**

**0346 Report from the Christmas Lighting Up event held on Sunday 3rd December 2024**

**0347 Winsham Village Calendar 2024**

**0348 Members to consider covering the cost of high visibility waterproofs and wellington boots for Flood clearance volunteers**

**0349 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.

**0350 Quotes for consideration and decision by Members**

- a) Members to consider the Clerks Rate of Pay following the NJC Pay Agreement for 2023/24
- b) Members to decide on a quote for replacement/repair of the wet pour surfacing in the Lower Rec

**0351 Date of the Next Meeting – Wednesday 7th February 2024**