



## Winsham Parish Council Ordinary Council Meeting – 3rd April 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 3rd April 2024 at 7.30 pm** at Winsham Jubilee Hall  
Rose Richards, Clerk to the Parish Council: 23rd March 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*

- 0390 To Receive Apologies for Absence and to Approve the Reasons given (LGA 1972 s85(1))**
- 0391 To receive any Declarations of Interest**
- 0392 Approve the Minutes of the Ordinary Council Meeting held 6th March 2024 (LGA 1972 sch 12, para 41(1))**
- 0393 Outstanding Items Update**
- Update on the repairs needed to signposts so that an application for funding can be made to CRPE
  - Update on the changes required to the Biodiversity Policy
  - Update on the War Memorial repairs
- 0394 Planning Matters**
- Members to resolve Applications received – None Received
  - Application Decisions/Notifications received –  
24/00162/HOU: Hen House Cow Down Road Winsham – Application Withdrawn  
24/00448/TCA: Old Kings Arms 6 Church Street Winsham – Application Permitted
- 0395 Finance**
- Proposals:
- To note the schedule of cheques as contained in the April List of Payments and approve the bank reconciliations for 2nd March 2024
  - Members to update the Earmarked Reserves ready for the 2024/25 Financial Year
  - Members to appoint at least one additional bank signatory and remove previous councillors' signatures
- 0396 Document Review** – All documents have been checked for website accessibility
- Proposal: Members to review and adopt the following policies:
- Policy for Seeking Legal & Technical Advice – No change
  - Privacy Policy Notice – No change
  - Website Privacy Notice Statement – No change

**0397 Members to carry out the quarterly review the Risk Management Scheme**

**0398 To review and approve the recently updated Asset Register**

**0399 To consider repairs to the vehicle entrance to the Upper Rec**

**0400 Update from the recent LCN Meeting**

**0401 Items for Report**

- a) Parish Assets:
  - ◆ Cemetery and Churchyard
  - ◆ Lower Recreation Ground
  - ◆ Upper Recreation Ground
  - ◆ Bus Shelter
  - ◆ War Memorial
  - ◆ Seating, Signage and Bins
  - ◆ Telephone Box
  - ◆ Allotments
  - ◆ Winsham Community Resource Centre
- 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
- 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.

**0402 Quotes for consideration and decision by Members**

- a) Members to agree the starting rate of pay for the new Clerk / RFO

**0403 Date of the Next Meeting – Annual Council Meeting - Wednesday 1st May 2024**