



## Winsham Parish Council Annual Council Meeting – 15th May 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 15th May 2024 at 7.30 pm** at Winsham Jubilee Hall  
Rose Richards, Clerk to the Parish Council: 10th May 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 Somerset Councillors

Somerset 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*

- 0428 To Receive Apologies for Absence and to Approve the Reasons given (LGA 1972 s85(1))**
- 0429 To receive any Declarations of Interest**
- 0430 Approve the Minutes of the Annual Council Meeting held 1st May 2024 (LGA 1972 sch 12, para 41(1))**
- 0431 General Power of Competence**  
Members to confirm that Winsham Parish Council are permitted to keep the General Power of Competence until after the next 'relevant annual meeting' which is the Annual Council Meeting that takes place in a year of ordinary elections
- 0432 Vacancy for a replacement councillor**
- 0433 Outstanding Items Update**
- Update on the repairs needed to finger posts and possible funding from CPRE
  - Update on the changes required to the Biodiversity Policy, the Privacy Policy Notice and the Website Privacy Notice Statement
  - Update on the War Memorial repairs
  - Update on Planning enforcement for Chard Equestrian and the Old Farmhouse Purtington
  - Update on the arrangements for the Annual Parish Meeting
- 0434 Planning Matters**
- Members to resolve Applications received – None received
  - Application Decisions/Notifications received –  
24/00675/HOU: Whatley Farm, Whatley Grange – Application permitted with conditions
- 0435 Finance**  
Proposals:
- To note the schedule of cheques as contained in the May List of Payments and approve the bank reconciliations for 2nd May 2024

- b) Members to approve the new clerk becoming a signatory on the bank account
- c) Members to approve the Internal Auditors report for 2023/24
- d) To consider and approve Section 1 – Annual governance statements 2023/24
- e) To consider and approve Section 2 – Accounting statements 2023/24
- f) To agree the dates for the Period of Public Rights

**0436 Document Review – All documents have been checked for website accessibility**

Proposal: Members to review and adopt the following policies:

- a) Disciplinary Procedure – No Change
- b) Grievance Procedure – No Change
- c) Governance & Accountability for Smaller Authorities in England (March 2023) – No Change

**0437 Members to decide on repairs to the vehicle entrance to the Upper Rec**

**0438 To discuss the what services Winsham PC will need to cover following the Devolution**

**0439 To discuss the foot bridge at the bottom of Chalk Way Lane**

**0440 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.

**0441 Members to consider quotes received**

- a) Annual Insurance
- b) Work required to the trees in the Churchyard

**0442 Date of the Next Meeting – Wednesday 19th June 2024**