



## Winsham Parish Council

### Notice of the Ordinary Council Meeting – 6<sup>th</sup> June 2018

#### 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 6<sup>TH</sup> JUNE 2018** at **7.00pm** in the **Jubilee Hall, Winsham**.

*Teresa Pinder*

Teresa Pinder, Clerk to the Parish Council  
31<sup>st</sup> May 2018

#### PUBLIC FORUM

This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman) 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 may not claim to speak for other residents unless they are also present at the Forum and clearly affirm that they are prepared to allow the speaker to express their point of view for them. After the statement those involved should be asked to affirm that what was said represented their viewpoint. The Chair of the meeting has absolute discretion to request the speaker to stop, or adjourn the Public Forum at any time.

Criticism of Parish Council action or lack of action is acceptable, but serious complaints relating to alleged malfeasance or malpractice must be made using the proper complaints procedure. This is to protect the complainant and the Parish Council, in the event of concerns proving to be unfounded.

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 as this is also not part of the meeting, 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*

##### (1) ELECTION OF CHAIRMAN

Proposal: To elect a Chairman.

##### (2) TO RECEIVE THE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

##### (3) TO RECEIVE APOLOGIES FOR ABSENCE AND TO APPROVE THE REASONS GIVEN (LGA 1972 s85 (1))

Council to receive any apologies for absence and Members to approve reasons given.

##### (4) DECLARATIONS OF INTEREST

Council to receive any declarations of interest.

**(5) TO APPROVE THE MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON THE 2<sup>ND</sup> MAY 2018** (LGA 1972 sch 12, para 41(1))

**(6) GENERAL POWER OF COMPETENCE**

Proposal: The Members to acknowledge and resolve that the Parish Council no longer holds the General Power of Competence due to not having two thirds of it's members elected.

**(7) PLANNING MATTERS**

a) Applications:

**Application No: 18/01602/FUL**

Applicant: Mr & Mrs Pike

Proposal: The erection of a pair of two bedroomed semi-detached dwelling houses and associated parking (revised application 18/00438/FUL)

Location: Land Rear of Victory Garage, Church Street, Winsham, Chard, Somerset, TA20 4JD

**Application No: 18/00001/FUL**

Applicant: Winsham Shop Limited

Proposal: Alterations to include the change of use from a dwelling to a shop, Post Office and cafe.

Location: The George (the former George Inn), Church Street, Winsham, Somerset

**Application No: 18/00002/LBC**

Applicant: Winsham Shop Limited

Proposal: The carrying out of both internal and external alterations to premises.

Location: The George (the former George Inn), Church Street, Winsham, Somerset

**Application No: 18/01705/ADV**

Applicant: Winsham Shop Limited

Proposal: The display of 1 No. Non illuminated fascia sign and 1 No. Non illuminated Post Office lozenge sign.

Location: The George (the former George Inn), Church Street, Winsham, Somerset

b) Planning determinations received from SSDC

c) Plans and determinations received after the posting of the agenda

**(8) WESTERN WAY DEVELOPMENTS**

Proposal: To respond to the correspondence received from Complex Asset Management Solutions (CAMS) regarding the housing needs for Winsham.

**(9) FINANCE**

Proposal:

(a) To note the schedule of cheques.

(b) To approve the bank reconciliations as at 31<sup>st</sup> April 2018.

**(10) POLICY/FORM REVIEW**

Proposal: To review and adopt the following policies:

a) WPC Allotment Regulation WEF May 2018 (amended)

b) Terms of Reference for Groups, Working Parties and Task and Finish Groups (no change).

c) Councillor Privacy Notice (new)

d) Donations Policy (new)

e) Standing Orders (amendments in red)

f) WPC Website Privacy Statement (replaced)

**(11) WINSHAM PARISH COUNCIL WEBSITE**

Proposal: Members to consider:

a) Whether to purchase an SSL Certification for the Parish Council's website at an initial cost of £125 and £50 per annum thereafter.

b) Proceeding with individual parish council only email addresses at an annual cost of £18.00 per account.

c) Proceeding with Vision ICT's offer of securely backing up the Parish Council's documents with a one off cost of £50, and £10 per month.

**(12) 100<sup>TH</sup> ANNIVERSARY OF THE END OF THE FIRST WORLD WAR COMMEMORATIONS**

To receive an update.

**(13) SOMERSET ASSOCIATION OF LOCAL COUNCILS (SALC)**

Proposal: To approve the continuing membership of SALC at a cost this year of £190.47.

**(14) NEWSLETTER**

Proposal: To consider whether to continue with the Newsletter, following the autumn edition.

**(15) INFRACTIONS TO THE GRANT POLICY**

Proposal: Owing to an infraction against the Grant Policy, to consider writing to Winsham Primary School as they did not present at the Annual Parish Meeting.

**(16) REMEMBRANCE DAY WREATH**

Proposal: To approve the ordering of a wreath for Remembrance Day.

**(17) OUTSTANDING ITEMS UPDATE**

Proposal: To receive updates on the following outstanding items:

- a) Action Plan Review
- b) Land Registry of Parish Council's Land Assets
- c) Letter to SCC CEO regarding obstructed footpath CH30/7
- d) Assets of Community Value – School
- e) Bus Service meeting with Somerset County Council – Update to be received from Cllr A Simkins
- f) War Memorial Cleaning
- g) Networking Event - Chard Business Voice
- h) Cemetery Tidy Up

**(18) ITEMS FOR REPORT**

- a) Parish Assets:  
Cemetery, Upper Rec/Lower Rec, Resource Centre, Bus Shelter, War Memorial, Seating, Signage and Bins
- b) Web Sites, Welcome Pack
- c) Public Rights of Way
- d) Grass Cutting Report
- e) Highways and Bus Services
- f) Reports from member representatives on outside bodies:  
Jubilee Hall  
Winsham Playing Fields/Sports and Social Club  
Winsham Community Resource Centre
- g) Clerk's report and correspondence – see Agenda Notes.
- h) Parish Council Newsletter
- i) Councillor Surgeries
- j) Training

**(19) QUESTIONS TO THE CHAIRMAN**

**(20) CONFIDENTIAL ITEMS**

Proposal: Members to resolve that Under Standing Orders 3d and 10xi the 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.

**(21) CLERK'S PAY REVIEW**

Proposal: To approve an increase of 3% to Winsham Parish Council's Salary Scales with effect from 1<sup>st</sup> April 2018, as recommended jointly by the Society of Local Council Clerks (SLCC) and the National Association of Local Councils (NALC).

**(22) DATE OF THE NEXT MEETING – WEDNESDAY 11<sup>TH</sup> JULY 2018**