



## Winsham Parish Council

### Notice of the Ordinary Council Meeting – 5<sup>th</sup> September 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 5<sup>TH</sup> SEPTEMBER 2018 at 7.30pm** in the **Jubilee Hall, Winsham**.

*Teresa Pinder*

Teresa Pinder, Clerk to the Parish Council  
29<sup>th</sup> August 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) 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.

#### (2) DECLARATIONS OF INTEREST

Council to receive any declarations of interest.

#### (3) TO APPROVE THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON THE 1<sup>ST</sup> AUGUST 2018 (LGA 1972 sch 12, para 41(1))

Proposal: Members to approve the Minutes of the Ordinary Council Meeting held on the 1<sup>st</sup> August 2018.

#### **(4) PLANNING MATTERS**

Proposals: Members to resolve:

a) Applications:

**Application No: 18/02078/OUT**

Applicant: Mrs B Jeffery

Proposal: Outline application for the erection of 1 No. Dwelling and associated parking with all matters reserved except access.

Location: Land Rear of Garden House, Back Street, Winsham, Chard, Somerset

b) Planning determinations received from SSDC

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

#### **(5) FINANCE**

Proposal:

(a) To note the schedule of cheques.

(b) To approve the bank reconciliations as at 2<sup>nd</sup> August 2018.

#### **(6) ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN (AGAR)**

Proposal: Following receipt of the External Auditor Report and Certificate 2017/18, members to consider what, if any, action is required.

#### **(7) WINSHAM PLAYING FIELDS TRUST**

Proposal: To approve:

- a) The Members of the Parish Council and Trustees of Winsham Playing Fields Trust will review the future of the lease for the benefit of all parties.
- b) The Trustees are minded to enter into discussions with the Parish Council with a view to passing back the lease, provided the future of the Sports and Social Club and the Football Club is assured.
- c) Four Councillors to be appointed to a new Working Group called Winsham Playing Fields Working Group. The aim of the Working Group is to consult with South Somerset District Council (SSDC), the Parish Council's appointed Solicitor and any other bodies it thinks relevant, to ascertain the best way forward. In accordance with Winsham Parish Council's Terms of Reference for Working Groups, parishioners may be considered to be included in the Working Group. Their observations and recommendations to be brought to future meetings for approval by full council.
- d) The appointment of a solicitor for advice.
- e) Members of Winsham Parish Council and Trustees of Winsham Playing Fields Trust to attend a Training Event (Parish Councils, Village Halls, and Recreation Grounds – understanding the differences and how they can support each other), being held on 26<sup>th</sup> September at Long Sutton Village Hall by the Community Council for Somerset and to approve payment.

#### **(8) 100<sup>TH</sup> ANNIVERSARY OF THE END OF THE FIRST WORLD WAR COMMEMORATIONS**

Proposal: Members to

- a) Consider where most appropriate to display the silhouettes.
- b) Liaise with the Women's Section of the Royal British Legion regarding attendees of the event.

#### **(9) COUNCILLOR SURGERIES**

Proposal: Members to consider whether to continue Councillor Surgeries in the future.

#### **(10) POLICY DOCUMENT REVIEW**

Proposal: Members to review and adopt the following policies

- a) Bullying and Harassment Policy (no change)
- b) Community Engagement Policy (changes in red)
- c) Equality Policy (no change)
- d) Complaints Procedure (no change)

#### **(11) ASSETS OF COMMUNITY VALUE**

Proposal: Members to agree to contact the School regarding registering the School as an Asset of Community Value.

**(12) CIVIC VOICE – CONSERVATION AREA**

Proposal: To consider applying to Civic Voice in their “Favourite Conservation Area”.

**(13) COUNCILLOR RESPONSIBILITIES**

Proposal: To review the councillor responsibilities.

**(14) CONSULTATION – FUTURE OF ADULT SOCIAL CARE**

Proposal: Members to consider responding to the Future of Adult Social Care Consultation, with responses to be sent to the National Association of Local Councils for a joint response.

**(15) PARISH PLAN REVIEW**

Proposal: To consider a suitable time frame and Working Group to review the Parish Plan and appoint councillors appropriately.

**(16) PARISH COUNCIL INSURANCE**

Proposal: Members to consider whether to obtain a quotation to repair/rebuild the walls around the Churchyard and the Lower Rec in order that our insurance company can quote a revised premium. It must be borne in mind that theft, vandalism or vehicle impact would be insured but there is no cover for wear and tear or due to gradual deterioration of the wall.

**(17) OUTSTANDING ITEMS UPDATE**

Proposal: To receive updates, as required, 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) Networking Event - Chard Business Voice
- f) 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) DATE OF THE NEXT MEETING – WEDNESDAY 3<sup>RD</sup> OCTOBER 2018**