



Winsham Parish Council

Notice of the Ordinary Council Meeting – 3rd October 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 3RD OCTOBER 2018** at **7.30pm** in the **Jubilee Hall, Winsham**.

Teresa Pinder

Teresa Pinder, Clerk to the Parish Council
27th September 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 5TH SEPTEMBER 2018 (LGA 1972 sch 12, para 41(1))

Proposal: Members to approve the Minutes of the Ordinary Council Meeting held on the 5th September 2018.

(4) PLANNING MATTERS

Proposals: Members to resolve:

a) Applications:

Advice of Appeal Receipt for an application originally reviewed in October 2017

Application No: 17/03725/FUL

Proposal: Erection of Agricultural Building for Livestock Accommodation and Storage Use.

Location: Land OS 4676 Part Limekiln Lane, Winsham, Chard, Somerset, TA20 4DH

Appeal By: Mr Stephen Taylor

The Parish Council to consider making additional comments within 5 weeks of the Appeal Starting Date, which is 11th September 2018.

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 2nd September 2018.

(c) To approved the Quarterly Spend Against Budget as at the 30th September 2018.

(6) WINSHAM PLAYING FIELDS TRUST

To receive updates from the Chairman.

Proposal: Members to approve/confirm:

a) The Trust, dated 17th June 1968, between the Parish Council of Winsham and the 'Tenants' no longer meets the needs of the current community.

b) The Parish Council should aim to affect a change, in full consultation with the current "tenants", to the current arrangements within 6 calendar months.

c) The current assets within the existing lease should be preserved for the good of the community.

d) The Parish Council will either:

a. develop a new draft lease, or;

b. replace the current lease with direct management.

e) The date of the next Working Group meeting will be Monday 15th October at 7.00 pm.

f) To further request the 'tenants' of the Winsham Playing Fields Trust review the locking of the gate.

g) To appoint Roger Taylor of Wellers Hedley as the Parish Council's Solicitor in this matter.

h) To request that the 'tenants' confirm that they have safeguarded themselves by meeting the trustee requirements of the Charity Commission.

i) To contact the Community Council for Somerset with a view to providing advice and assistance by means of a written document to the Winsham Playing Fields Trust regarding the current management of the Charity.

j) To investigate whether the Parish Council can take up the role of sole Trustee of the Winsham Playing Fields Trust.

(7) 100TH ANNIVERSARY OF THE END OF THE FIRST WORLD WAR COMMEMORATIONS

Proposal: Members to agree who will lay the Wreath on behalf of the Parish Council.

(8) HORSE & RIDER ROAD WARNING SIGNS

Proposal: Following receipt of correspondence from a resident, to consider requesting a Horse & Rider sign at the top of the hill at Limekiln Lane before the descent through the dangerous area, and another erected at the bottom of the hill through Somerset County Council.

(9) PARISH PLAN REVIEW

Proposal: Members to review the Parish Plan by the 1st February 2019.

(10) POLICY DOCUMENT REVIEW

Proposal: Members to review and adopt the following policies

a) Health & Safety at Work, including Lone Working (no change)

b) Press and Media Policy (no change)

- c) Risk Assessment General (no change)
- d) Scheme of Delegation (no change)
- e) Lower Recreation Ground Rules & Regulations (new)

(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) TRAINING

Proposal: Members to:

- a) Approve the Clerk attend the Society of Local Council Clerks (SLCC) Regional Training Seminar at the Webbington Hotel, Axbridge on the 28th November 2018 at a cost of £75.00 plus VAT.
- b) Consider attending the Planning for the Future of Your Community seminar, to be held at SALC, Somerton on 1st November at 2.00 pm until 5.00 pm, at a cost of £25.00 per person.
- c) Attend Councillor Essentials Course at Horton Village Hall, Horton, on 11th October 2018, 7.00 pm till 9.00 pm at no cost to the Council.
- d) Consider attending a Health & Wellbeing Event being held on Tuesday 16th October at 7.15 pm at Edgar Hall, Somerton. Attendance costs £10 per person.

(13) WINTER ROAD GRITTING

Proposal: To consider writing to Somerset County Council expressing the concerns of the Parish Council regarding the reduced gritting of roads in the County.

(14) SMALL IMPROVEMENT SCHEME

Proposal: Following receipt of correspondence from Somerset County Council, the Members to confirm that Winsham Parish Council is in agreement with progressing a scheme to address pedestrian safety issues on the B3162 in Winsham.

(15) NEW LAPTOP FOR THE CLERK

Proposal: To approve the purchase of a new Parish Council laptop for the Clerk at a cost of £530.00 which includes set up, transferring data from the old laptop and labour.

(16) 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

(17) 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) Training

(18) QUESTIONS TO THE CHAIRMAN

(19) 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.

(20) LEGAL PROCEEDINGS

Proposal: Members to review the information already to hand and consider approaching the appropriate authorities to report.

(21) DATE OF THE NEXT MEETING – WEDNESDAY 7TH NOVEMBER 2018