



## Winsham Parish Council

### Notice of the Ordinary Council Meeting – 9<sup>th</sup> January 2019

#### 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 9<sup>TH</sup> JANUARY 2019** at **7.00pm** in the **Jubilee Hall, Winsham**.

*Teresa Pinder*

Teresa Pinder, Clerk to the Parish Council  
2<sup>nd</sup> January 2019

#### 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 3<sup>RD</sup> DECEMBER 2018 (LGA 1972 sch 12, para 41(1))

Proposal: Members to approve the Minutes of the Ordinary Council Meeting held on the 3<sup>rd</sup> December 2018.

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

Proposals: Members to resolve:

a) Applications:

**Amended Plans/Additional Information for Application No: 18/00001/FUL**

Proposal: Alterations to include the change of use of ground floor of dwelling (Use Class C3) to a shop/Post Office (Use Class A1) And cafe (Use Class A3)

Location: The George, Back Street, Winsham, Chard, Somerset, TA20 4ED

The amended plans are:

Removal of the proposed first floor offices/Commercial use. Minor alterations to internal layout. Additional detail provided on floor plan.

**Amended Plans/Additional Information for Application No: 18/00002/LBC**

Proposal: Alterations to include the change of use of ground floor of dwelling (Use Class C3) to a shop/Post Office (Use Class A1) And cafe (Use Class A3)

Location: The George, Back Street, Winsham, Chard, Somerset, TA20 4ED

The amended plans are:

Removal of the proposed first floor offices/Commercial use. Minor alterations to internal layout. Additional detail provided on floor plan.

**Application No: 18/03694/FUL**

Applicant: Mrs Sian Davis

Proposal: Erection of polytunnel

Location: Dairy Cottage, Leigh Farm, Leigh, 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> December 2018.

c) To approve the quarterly spend against budget as at 31<sup>st</sup> December 2018.

#### **(6) BUDGET/PRECEPT 2019-20**

Proposal: Members to approve

a) The Budget for the Financial Year 2019-20, being £23,450.

b) The Precept for the Financial Year 2019-20 which results in an increase in precept of £5.00 per household (D Band equivalent) for the year.

#### **(7) COUNCILLOR OPEN EVENING – WEDNESDAY 13<sup>TH</sup> FEBRUARY 2019**

Proposal: Members to consider/approve:

a) To review the date of the Evening, following further information received.

b) Nominating John Sullivan as the PR person for this event

c) To confirm the format of the evening.

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

To receive updates from the Chairman.

#### **(9) POLICY DOCUMENT REVIEW**

Proposal: Members to review and adopt the following policies

a) Social Media Policy (no change)

b) Cemetery Fees 2019 Policy. Consideration should be given as to whether to increase the fees this year.

#### **(10) SOMERSET COUNTY COUNCIL (SCC) – PARISH PATHS CONSULTATION**

Proposal: Members to take forward the recommendations from the PPLO and submit to SCC by the end of January 2019.

### **(11) COUNCILLOR RESPONSIBILITIES**

Proposal: Members to review the Councillor Responsibilities in the light of no further Members being appointed before the elections in May 2019.

### **(12) ANNUAL PARISH MEETING**

Proposal: To discuss and agree:

- a) A date for the Annual Parish Meeting 2019, where April should be considered due to the elections in May.
- b) The format of the Annual Parish Meeting.

### **(13) RURAL HOUSING PLAN CONSULTATION**

Proposal: Members to consider making any comments or suggested amendments to the document, which need to be with SSDC by the 25<sup>th</sup> January 2019.

### **(14) 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) Cemetery Tidy Up

### **(15) 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

### **(16) QUESTIONS TO THE CHAIRMAN**

### **(17) 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.

### **(18) LEGAL PROCEEDINGS**

Proposal: Members to review progress of proceedings and associated matters.

### **(19) CLERK'S SALARY AWARD**

Proposal: Members to approve

- a) Using the National Association of Local Council's (NALC) Salary Scales for all future salary related items, and not its own independent scale. At the current time the Clerk would be classed as on Spinal Column Point (SCP) 28.
- b) An increase in salary to £13.68 per hour in line with the National Association of Local Councils (NALC) recommendation, effective from 1<sup>st</sup> April 2019 which is SCP 22 on the new scales.

### **(20) GRASS CUTTING QUOTE FOR 2019**

Proposal: Members to review grass cutting quotation received for 2019.

**(21) DATE OF THE NEXT MEETING – WEDNESDAY 6<sup>TH</sup> FEBRUARY 2019**