



## Winsham Parish Council

### Notice of the Ordinary Council Meeting – 6<sup>th</sup> March 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 6<sup>TH</sup> MARCH 2019** at **7.30pm** in the **Jubilee Hall, Winsham**.

*Teresa Pinder*

Teresa Pinder, Clerk to the Parish Council  
28<sup>th</sup> February 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 6<sup>TH</sup> FEBRUARY 2019 (LGA 1972 sch 12, para 41(1))

Proposal: Members to approve the Minutes of the Ordinary Council Meeting held on the 6<sup>th</sup> February 2019.

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

Proposals: Members to resolve:

- a) Applications:  
None Received
- 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> February 2019.
- c) The Clerk to report on the budget as it stands and members to agree the amount of money that should be transferred to the Depreciation Fund.

#### **(6) WINSHAM SHOP AND POST OFFICE**

To receive an update from the Chairman on recent developments associated with SSDC's refusal of The George Application.

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

To receive updates from the Chairman.

Proposal: Members to discuss and approve/confirm:

- a) To agree who the users on the original constitution are, and to agree future relationships.
- b) To review the current position with regard to the gate.
- c) To request financial information from the remaining Trustees relating to the Sports & Social Club in light of the fact that monies received for Winsham Playing Fields Trust go through these accounts.
- d) To request the remaining Trustees of the Winsham Playing Fields Trust to include the following agenda item at it's Annual Meeting in April 2019: "The Trustees to resolve to close the Winsham Playing Fields Trust and transfer the remaining balance to a new Charitable Incorporated Organisation (CIO)".

#### **(8) ANNUAL PARISH MEETING – TUESDAY 16<sup>TH</sup> APRIL 2019**

To receive updates from the Chairman.

#### **(9) COUNCIL ELECTIONS**

To receive an update from the Clerk and Chairman.

Proposal: Members to decide any future actions in light of the update and declared timetable.

#### **(10) WINSHAM PARISH**

Proposal: To consider parish enhancement items for next financial year.

#### **(11) LOWER REC PLAYGROUND**

Proposal: Following further investigations by Cllr S Davie, the Members to consider the best option regarding the catch on the entrance gate, following deferment of this item in February 2019.

#### **(12) GREAT BRITISH SPRING CLEAN 22<sup>ND</sup> MARCH – 23<sup>RD</sup> APRIL 2019**

Proposal: Members to

- a) Consider doing a Litter Pick event in support of this campaign.
- b) If this is to be supported agree a programme and distribution of responsibilities.

#### **(13) DOCUMENT REVIEW**

Proposal: To review and approve:

- a) Winsham Parish Council's Training Policy.
- b) Winsham Parish Council's Safeguarding Statement

#### **(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) Assets of Community Value – School
- d) 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) 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.

#### **(17) LEGAL PROCEEDINGS**

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

#### **(18) PERSONNEL SUCCESSION**

To receive an update from the Chairman and Clerk.

Proposal: Members

- a) To agree the decisions made by the Personnel Group.
- b) To approve the Draft Contract.
- c) To agree a date to hold the interviews.

#### **(19) CLERK'S OVERTIME**

Proposal: Members to consider agreeing to the overtime undertaken by the Clerk over the last 10 months.

#### **(20) CEMETERY TIDY UP**

Proposal: To review and approve the quotation received to tidy up the Cemetery.

#### **(21) DATE OF THE NEXT MEETING – MONDAY 15<sup>th</sup> APRIL 2019**