



## Winsham Parish Council

### Notice of the Ordinary Council Meeting – 7th August 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 7th AUGUST 2019 at 7.30 pm** in the **Jubilee Hall, Winsham.**

*Rose Richards*

Rose Richards, Clerk to the Parish Council 31st July 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 10th July 2019 (LGA 1972 sch 12, para 41(1))

Proposal: Members to approve the Minutes of the Ordinary Council Meeting held on the 10th July 2019.

#### (4) COUNCIL VACANCY

Vacancy for a councillor still needs to be filled following the resignation of Diane Wallbridge.

## **(5) PLANNING MATTERS**

Proposals: Members to resolve:

- a) Application Reference: 19/01815/HOU - The installation of underground sewage treatment plant at Leigh Lodge, Cow Down Road
- b) Application Reference: 19/01808/TPO - Carry out works to 3 trees at Leigh Lodge Cow Down Road
- c) Planning determinations received from SSDC - None
- d) Plans and determinations received after the posting of the agenda

## **(6) WESTERN WAY DEVELOPMENT (Balsam Close)**

Update on the Western Way Development

## **(7) FINANCE**

Proposal:

- a) To note the schedule of cheques.
- b) To approve the latest bank reconciliations
- c) To appoint a fourth bank signatory

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

To receive updates following the recent Playing Fields Working Party meeting.

## **(9) DOCUMENT REVIEW**

Proposal: Members to review and adopt the following policies:

- a) Whistleblowing Policy – No Change
- b) Grant Awarding Policy – No Change

## **(10) LOWER REC ANNUAL INSPECTION**

The Annual Inspection has now been carried out by The Play Inspection Company at a cost of £55.00 plus VAT. Members to discuss remedial work required.

## **(11) PARISH SURVEY**

Update on the Parish Survey

## **(12) 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) Training

## **(13) GRASS CUTTING FOR WINSHAM PLAYING FIELDS**

Members to consider the request from Winsham Playing Fields Trust for a Donation of £650 towards the cost of grass cutting

## **(14) CEMETERY AND GRAVEYARD**

Cllrs H. Beentje and S. Weller to report their findings in relation to the work required in the graveyard and cemetery

## **(15) BURIAL PLOT NUMBERING**

Members to resolve what numbers to use at the top end of Row L following an error in the numbering dating back to 1998.

**(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) BUS SHELTER REPAIRS**

Proposal: To consider whether to accept one of three quotes received.

**(18) LEGAL PROCEEDINGS**

Members to review progress of proceedings and associated matters.

**(20) DATE OF THE NEXT MEETING – 4th SEPTEMBER 2019**