



Winsham Parish Council

Notice of the Ordinary Council Meeting – 2nd October 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 2nd OCTOBER 2019 at 7.30 pm** in the **Jubilee Hall, Winsham.**

Rose Richards

Rose Richards, Clerk to the Parish Council 25th September 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 4th Sept 2019 (LGA 1972 sch 12, para 41(1))

Proposal: Members to approve the Minutes of the Ordinary Council Meeting held on the 4th September 2019.

(4) COUNCIL VACANCY

All applications received in respect of the vacancy for a councillor to be considered.

(5) PLANNING MATTERS

Proposals: Members to resolve:

- a) Application Reference: 19/02400/LBC
Proposal: Listed Building Consent to re-clad existing lean-to with vertical Siberian Larch boarding to the walls and re-claimed slate to the roof. Rainwater goods to be traditional cast iron.
Location: Winsham Primary School, Church Street Winsham Chard TA20 4HU
Applicant: Mr Dominic Heath-Coleman
Observations required by 2nd October
- b) Planning determinations received from SSDC Plans and determinations received after the posting of the agenda

(6) WESTERN WAY DEVELOPMENT (Balsam Close)

DGW Planning have confirmed that a finalised paper copy of the agreement signed by the applicant is being sent to Winsham Parish Council for the Chairman and Clerk to sign.

(7) FINANCE

Proposal:

- a) To note the schedule of cheques
- b) To approve the latest bank reconciliations

(8) WINSHAM PLAYING FIELDS TRUST

To receive updates from the Playing Fields Working Party.

(9) DOCUMENT REVIEW

Proposal: Members to review and adopt the following policies:

- a) Health & Safety at Work, including Lone Working Procedures – No Change
- b) Press & Media Policy – No Change
- c) Risk Assessment General – No Change
- d) Scheme of Delegation – No Change

(10) LOWER REC ANNUAL INSPECTION

Replacement swing seat has been fitted. Updates required on quotes for the swing gate, cargo netting and ladder.

(11) PARISH SURVEY

Draft copy of questionnaire provided by Cllr S Love to be considered.

(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
Proposal: The Parish Council's Representative Member on the Jubilee Hall Management Committee to be confirmed.
- g) Clerk's report and correspondence – see Agenda Notes.
- h) Training – Members to resolve if they will be attending the Allotments Management training being held Wednesday 13th November

(13) CEMETERY AND GRAVEYARD

Councillors H. Beentje and S. Davie to report on further work required.

(14) OVERGROWN FOOTPATHS AND HEDGES

Cllrs S. Weller and D. Checkley to report on their findings in respect of hedges that are encroaching on highways and footpaths.

(15) DONATION TOWARDS CHRISTMAS TREE LIGHTING

Proposals: Members to resolve:

Members to consider Winsham Street Fair Committee's application for a donation of £100 towards the costs of holding the Christmas Tree Lighting event this year. Relevant documents in support of the application have been received by the Clerk.

(16) COUNCILLORS SURGERIES

Following on from the September meeting further discussion is required.

(17) ALLOTMENTS

The tenant of Plot 1 has decided to not renew the lease next year. Members will need to resolve whether the shed on the plot should be removed or left for the next tenant.

(18) 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.

(19) END OF CLERKS PROBATIONARY PERIOD

Under the terms of the Contract of Employment the Clerks appointment is subject to satisfactory completion of a probationary period of not less than 26 weeks. This period ends on Wednesday 23rd October after which the Clerk is due an appraisal.

(20) LEGAL PROCEEDINGS

Members to review progress of proceedings and associated matters.

(21) DATE OF THE NEXT MEETING – 6th November 2019