



## Winsham Parish Council

### Notice of the Ordinary Council Meeting – 6th November 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 6th NOVEMBER 2019 at 7.30 pm** in the **Jubilee Hall, Winsham.**

*Rose Richards*

Rose Richards, Clerk to the Parish Council 30th October 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 2nd Oct 2019** (LGA 1972 sch 12, para 41(1))

Proposal: Members to approve the Minutes of the Ordinary Council Meeting held on the 2nd October 2019.

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

Proposals: Members to resolve:

- a) Application Reference: 19/02617/FUL  
Application Reference: 19/02616/FUL  
Application Reference: 19/02710/REM  
Application Reference: 19/02711/REM  
Application Reference: 19/02125/S73
- b) Planning determinations received from SSDC  
Application Reference: 19/00568/S73 Status: Approved with Conditions
- c) Plans and determinations received after the posting of the agenda

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

Addestones solicitors, Memory Crystal Ltd, have confirmed receipt of the signed agreement and the planning has recently been approved by SSDC.

#### **(6) FINANCE**

Proposals:

- a) To note the schedule of cheques
- b) To approve the latest bank reconciliations
- c) To approve the six month Spend against Budget

#### **(7) SHOP TO USE PARISH OFFICE DURING RENOVATIONS**

Members to resolve that the shop can borrow the Parish Office whilst renovations are being carried out. Office furniture and filing cabinets will have to be relocated during this period.

#### **(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) Filming Photographing, Audio Recording and Reporting Policy
- b) Recording of Decisions made by Officers Policy

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

Proposals:

Members to review and accept quote for replacing the cargo netting and ladder.  
Members to review quotes received for the gate closer hydraulic springs.

#### **(11) PARISH SURVEY**

Update

#### **(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 – All 12 cuts have now been carried out by Andrew Partridge
- 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) CEMETERY AND GRAVEYARD**

- a) Councillors H. Beentje and S. Davie to report on further work required.
- b) Members to consider South Somerset District Council's Parish Ranger Scheme in relation to the Cemetery fencing



**(14) ALLOCATED RESPONSIBILITIES**

Members to carry a 6 month review of Allocated Responsibilities

**(15) HIGHWAYS SNOW WARDEN**

Members to discuss the Community Snow Warden Scheme and appoint a Winter Warden.

**(16) REMEMBRANCE SUNDAY**

Members to decide who will lay the Poppy Wreath

**(17) RIGHTS OF WAY**

Members to consider checking the rights of way in November/December in relation to the condition of stiles, gates, signs and obstructions etc.

**(18) FIGHT BACK AGAINST DOG FOULING POSTERS**

Members to resolve if they wish to purchase a campaign package which includes guidance and A3 glow-in the dark correx signs for a total of £250 plus VAT.

**(19) COUNCILLORS SURGERIES**

Update

**(20) ALLOTMENTS**

Plot 1 and Plot 6 allotments will be available from 1st April 2020. We currently have one resident on the waiting list who is interested in Plot 1 and would like to keep the shed. They are also planning to grow flowers to sell flowers on the allotment.

**(21) MEETING DATES FOR 2020**

Members to approve meeting dates for 2020 and to consider date for AGM

**(22) 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.

**(23) END OF CLERKS PROBATIONARY PERIOD**

Date for the Clerks appraisal to be organised.

**(24) LEGAL PROCEEDINGS**

Members to review progress of proceedings and associated matters.

**(25) DATE OF THE NEXT MEETING – 4th December 2019**