



Winsham Parish Council

Notice of the Ordinary Council Meeting – 6th May 2020

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 May at 7.30 pm** held using **Zoom Video Conferencing**

Rose Richards

Rose Richards, Clerk to the Parish Council: 1st May 2020

PUBLIC FORUM – REMOTE MEETINGS

This provides an opportunity for members of the public (who are not usually permitted to participate in the meeting except by special invitation of the Chairman) to submit, by email to the clerk, any concerns or comments they wish to raise with the Parish Council. The contents of the email may only represent his or her point of view, and may not claim to speak for other residents. The Chair of the meeting has absolute discretion to deal with the written request and may or may not ask the member of the public to speak during the remote meeting.

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

Reports provided by County and District Councillors will be available on Winsham Parish Council Website.

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) Standing Order in relation to Remote Attendance at Meetings

Proposal: Members to adopt the Remote Attendance at Meetings Standing Orders

(4) Outstanding Items Update

- a) Biographies from Councillors
- b) Bus Shelter repairs
- c) Defibrillator funds to be transferred to the Council
- d) Quotes for cutting back the cemetery hedges
- e) Footpaths walked damage reported
- f) Chairman to sign up for SSDC Road Closure Registration

(5) Grass Cutting Tender and Grounds Maintenance

Proposals:

- a) Members to decide which tender they are going to accept.
- b) Cutting back of the holly growing out of graves and repairs required to the Lych Gate and general maintenance of the churchyard

(6) Finance

Proposals:

- a) To note the schedule of cheques
- b) Members to approve the latest bank reconciliations
- c) Member to approve the clerk having internet access to view the bank accounts with Santander

(7) Annual Playground Inspection

Proposals: Members to accept the quote of £55 from The Play Inspection Company

(8) Planning Matters

Proposals: Members to resolve:

- a) Applications received:

Application No. 20/00966/NMA

Applicant: Mr James Smith

Location: Land at Western Way Winsham Chard TA20 4JH

Proposal: Application for a non-material amendment to planning application 19/00568/S73 for amendments to internal layouts to allow compliance with Part M of the Building Regulations to include omission of woodburners and external flues and amendments to layouts of Plots 3, 4, 7 & 8 handed to relocate front doors to allow level access thresholds

Application No. 20/01052/FUL

Applicant: Harkin

Location: The Old Granary Ammerham Lane Winsham Chard TA20 4LB

Proposal: Change of use of land for the stationing of 2 shepherd huts to provide holiday accommodation.

- b) Planning determinations received from SSDC
Application Reference: 20/00526/FUL – Leigh Farm Holiday Let Unit – Approved
- c) Plans and determinations received after the posting of the agenda

(9) Street Fair Cancelled

Proposal: Members to decide whether the Street Fair Committee should repay the donation made for this year's event which has had to be cancelled due to the coronavirus. The alternative would be for them to hold the money over for next year.

(10) Items for Report

- a) Parish Assets:
Cemetery, Upper Rec/Lower Rec, Bus Shelter, War Memorial, Seating, Signage and Bins.
- b) Web Sites, Welcome Pack
- c) Public Rights of Way – Update
- 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

(11) War Memorial Repairs

Members to discuss the possibility of obtaining a grant to repair the war memorial.

(12) Playing Field CIO Update

Playing Fields Working Party to report on their recent meeting.

Proposal: Members to elect Trustees for the Winsham Recreational Trust

(13) Data Storage/Backups

Proposal: Members to approve Data Storage/Backups can be held on OneDrive with a review to be made when free storage space is likely to be exceeded.

(14) Items Deferred until Normal Meetings Resume

- a) Allotment Charges for 2021/22
- b) Monthly Document Reviews
- c) Neighbourhood Watch volunteers
- d) Clerks Annual Pay Increase
- e) Annual Council Meeting which includes election of Chairman, Vice Chairman and a review of allocated responsibilities
- f) Review of Asset Register
- g) Approval of Annual Governance and Accountability Return (AGAR)
- h) Review of Charity Trustees

(15) 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

(16) Legal Proceedings

- a) Members to review progress of proceedings and associated matters
- b) Solicitors Fees including the cost of the transfer deed to be discussed

(17) Date of the Next Meeting – 3rd June 2020