



Winsham Parish Council

Notice of the Ordinary Council Meeting – 1st July 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 1st July 2020 at 7.30 pm** held using **Zoom Video Conferencing**

Rose Richards

Rose Richards, Clerk to the Parish Council: 26th June 2020

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 3rd June 2020 (LGA 1972 sch 12, para 41(1))

Proposal: Members to approve the Minutes of the Ordinary Council Meeting held on 3rd June 2020.

(4) Outstanding Items Update

- a) Bus Shelter repairs
- b) War Memorial Grant

(5) Finance

Proposals:

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

(6) Planning Matters

- a) Members to resolve Applications received:
 - Application Reference: 20/01545/AGN
Applicant: Aaron Moss
Proposal: Notification of intent to erect an agricultural storage building
Location: Meadowcroft Colham Lane, Winsham TA20 4EP
Determination Deadline: 1st July 2020
 - Application Reference: 20/01257/FUL
Applicant: CJ And RM Slade
Proposal: The erection of 1 no. dwelling – Additional Information has been received. The amendments are:
Visibility splay plan resubmitted with scale, and roof plan altered to show reduced residential area and pati
Location: Land North Of Court Cottage and Lane Cottage, Court Street, Winsham
Observations required by: Extended to 3rd July 2020
- b) Planning determinations received from SSDC
 - Application Details: 20/01052/FUL Change of use of land for stationing 2 Shepherd Huts to provide holiday accommodation at The Old Granary Ammerham Lane – Permitted with Conditions
 - Application Details: 20/00966/NMA Application for non material amendments to internal layouts and for Plots 3,4,7 & 8 relocation of front doors at Land at Western Way - Permitted
- c) Plans and determinations received after the posting of the agenda

(7) Document Review

Members to review and adopt the following policies:

- a) Freedom of Information Policy – Updated to include archived records
- b) Councillors Guide on Finance & Transparency 2018 - Updated
- c) Donations Policy – No change
- d) Accounts & Audit Regulations 2015 – No change

(8) Approval of Annual Governance & Accountability Return (AGAR)

Members to approve the AGAR for signature prior to the submission deadline of 30th July 2020.

(9) Local Government Re-Organisation

Members to consider if they will support the seven recommendations in the LGR report commissioned by SALC and SLCC

(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 Recreational Trust, Winsham Community Resource Centre
- g) Clerk's report and correspondence – see Agenda Notes
- h) Training

(11) Website Accessibility Statement

Members to decide if they will be writing their own accessibility statement or if they want Vision ICT to do this at a cost of £85 plus VAT.

(12) Great British Spring Clean 11th-27th September 2020

Members to decide on a date for Winsham to take part in the Great British Spring Clean which has been rearranged for the period covering Friday 11th September to Sunday 27th September inclusive.

(13) Items Deferred until Normal Meetings Resume

- a) Allotment Charges for 2021/22
- b) Neighbourhood Watch volunteers
- c) Annual Council Meeting which includes election of Chairman, Vice Chairman
- d) Review of allocated responsibilities
- e) Review of Asset Register
- f) Review of Charity Trustees
- g) Lack of awareness regarding County Lines
- h) Parish Survey Results
- i) Defibrillator funds to be transferred to the Council
- j) Cemetery Maintenance - Members to discuss maintenance required in the cemetery including; staining of all woodwork, replacing missing latch on one of the gates, tidying up the trees, re-painting the iron railing fence and cutting back of the holly growing out of graves in the cemetery.

(14) 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.

(15) Clerks Training Hours

Members to approve overtime hours for CiLCA Training carried out in May and June for payment with July's salary. A breakdown of the hours will be provided in the agenda notes.

(16) Legal Proceedings

- a) Members to review progress of proceedings and associated matters

(17) Date of the Next Meeting – 5th August 2020