



## Winsham Parish Council Notice of the Ordinary Council Meeting – 7th October 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 7th October 2020 at 7.30 pm** being held using **Zoom Video Conferencing**

*Rose Richards*

Rose Richards, Clerk to the Parish Council: 2nd October 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*

#### **4157 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.

#### **4158 Declarations of Interest**

Members to receive any declarations of interest.

#### **4159 Approve the Minutes of the Ordinary Council Meeting Held on 5th August 2020 (LGA 1972 sch 12, para 41(1))**

Proposal: Members to approve the Minutes of the Ordinary Council Meeting held on 5th August 2020.

#### **4160 Outstanding Items Update**

- a) War Memorial Grant
- b) Website Accessibility Statement – In order to meet the 23rd September deadline the Clerk and the Chairman jointly approved instructing VisionICT to prepare the Statement at a cost of £85 plus VAT. The statement is now on our website.
- c) Defibrillator funds to be transferred to the council
- d) Neighbourhood Watch Volunteers

#### **4161 Finance**

Proposals:

- a) To note the schedule of cheques
- b) To approve the latest bank reconciliations
- c) To approve the Quarterly Spend against Budget as at 30th September 2020

#### **4162 Planning Matters**

a) Members to resolve Applications received:

- Application Reference: 20/02658/COL  
Applicant: Mr M Scott  
Location: Oakleigh, Forton, TA20 4HW  
Proposal: Application for Lawful Development Certificate for existing use of dwelling without compliance of condition 3 on planning permission 781840 dated 14th May 1979 (agricultural occupancy condition).  
Observations Required by: 9th October

b) Planning determinations received from SSDC - None

c) Plans and determinations received after the posting of the agenda

#### **4163 Document Review**

Members to review and adopt the following policies:

- a) Health & Safety at Work, including Lone Working Procedures – No Change
- b) Press and Media Policy – Updated and now based on SLCC model document
- c) Scheme of Delegation – No Change

#### **4164 Items for Report**

a) Parish Assets:

- ◆ Cemetery and Churchyard – Members to decide what should be done with the large amount of grass cutting in the cemetery and storage for the top soil for topping graves.  
Update on 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.
- ◆ Lower Recreation Ground
- ◆ 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 Recreational Trust
- ◆ Winsham Community Resource Centre

g) Clerk's report and correspondence – see Agenda Notes

h) Training

#### **4165 Balsom Close**

Update from the sub-committee.

#### **4166 Remembrance Day Wreath**

With current Covid-19 restrictions it is unlikely that a parade will be held in Winsham but thought still needs to be given to whether we purchase a wreath and who will lay this and when.

#### **4167 Allotment Charges for 2021/22**

Members to consider whether any changes need to be made to the allotment charges from April 2021

**4168 Review of Allocated Responsibilities**

Members to discuss any changes required to the list of Allocated Responsibilities

**4169 Parish Survey Results**

**4170 Future Plans for Winsham Web Museum, E-Letter and Parish Web Site**

Members to consider who will take over these significant areas of communication when John Sullivan decides to retire.

**4171 Application for Somerset Wildlife Trust grant from SCC Climate Emergency Community Fund**

The clerk has indicated that WPC are interest in funding to help with the nature area at Balsom close. We are amongst 21 parishes and towns that have shown an interest which means that, if successful, our allocation would be a maximum of £3,571. Further information will be available shortly.

**4172 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.

**4173 Clerks entitlement to the NALC Pay award back dated to 1st April 2020 to be discussed**

**4174 Legal Proceedings**

Members to review progress of any legal proceedings and associated matters

**4175 Date of the Next Meeting – 4th November 2020**