



Winsham Parish Council Minutes of the Ordinary Council Meeting held 1st March 2023

Present: Cllrs J. Everard, K. Fowler, H. Beentje, L. Miller, S. Weller, J. Harding, C. Adams and E. Pike

In attendance: Clerk to the Council R. Richards, District Councillor Sue Osborne and one resident

0152 To Receive Apologies for Absence and to Approve the Reasons given (LGA 1972 s85(1))

Apologies were received from Cllr Love and the reason given accepted

0153 To receive any Declarations of Interest – None received

0154 Approve the Minutes of the Ordinary Council Meeting held on 1st Feb 2023 (LGA 1972 sch 12, para 41(1))

Resolved: Members approved the Minutes of the Ordinary Council Meeting held 1st February 2023

Proposed: Cllr Weller **Seconded:** Cllr Miller **Vote:** 6-0-2

0155 Outstanding Items Update

- a) Update on the Enforcement Notice at the Old Farmhouse, Purtington

This is now in the hands of the Planning Inspectorate

- b) Update on plans for the Kings Coronation

Offers of help received from resident K. Everard who is happy to lead this. Arrangements are well underway with a further meeting being arranged before the event. Cllr Adams will liaise with the Jubilee Hall and the Bell Inn.

0156 Planning Matters

- a) Members to resolve Applications received

- Application Reference: 22/03429/PAMB

Applicant: Mr Richard Scott

Location: Barn at Oakleigh Forton Chard Somerset TA20 4HW

Proposal: Prior approval notification for the change of use of an agricultural building into a dwelling house

Observations Required by: December 2022 (Details of this application were not received from SSDC until after it had been permitted)

Members noted the application and were advised that PAMB's have a very short time scale for decision which means that Parish Council's aren't always consulted

- b) Application Decisions received

22/03429/PAMB Barn at Oakleigh Forton Chard – Permitted with conditions

0157 Finance

Proposals:

- a) To note the schedule of cheques as contained in the March List of Payments
b) To approve the bank reconciliations for 2nd February 2023

Resolved: Members noted the scheduled of cheques for March and approved the bank reconciliations

Proposed: Cllr Beentje **Seconded:** Cllr Harding **Vote:** 8-0-0

0158 Document Review

Proposal: Members to review and adopt the following policies:

- a) Freedom of Information Policy
b) Bees Policy – Postponed in order to get an expert opinion on whether any changes should be made
c) Model Publication Scheme

All documents have been checked for website accessibility

Resolved: Members reviewed and adopted the Freedom of Information Policy and the Model Publication Scheme Policy **Proposed** Cllr Harding **Seconded** Cllr Fowler **Vote:** 8-0-0

0159 Members to decide on appropriate sizes for memorial on burial plots and ashes plots

Members agreed memorials on ashes plots should be no larger than 18" x 18" x 18" (45cm x 45cm x 45cm)

Action: Clerk to update Cemetery Regulations

0160 Quarterly Review of Risk Management Plan

Cllr Harding listed a number of points that need to be considered:

- Nature Area and car park – Course of action to be added to April agenda
- LCN risks to be monitored
- 5-year plan needs to be updated by the Parish Plan Review Group when time allows
- A high-risk issue is climate change which covers flooding and draught risks
- Speeding along Church Street still needs to be addressed but all suggestions previously put including sleeping policeman or the narrowing of church street but the residents didn't want these. A community speed watch scheme was suggested
- If a Deputy Clerk/RFO was required the PC would need to appoint a locum
- Risks on Upper Rec need to be considered at some point in the future by the Trustees

0161 Members to decide on storage of the Book of Condolence

Action: Clerk to email to Peter Saunders if he wants us to add the book to the PC's archive records that are held at Somerset Heritage Centre in Taunton

0162 Members to approve a Release of Liability letter for organisations that use the Resource Centre

Resolved: Members approved the letter and agreed that where possible these should be sent by email. If no email address is available then the letter will be hand delivered.

Proposed Cllr Everard **Seconded** Cllr Miller **Vote:** 8-0-0

0163 Members approve part of the Clerks Salary can be paid by Standing Order each month

Proposal: A set amount will be paid to the clerk by Standing Order each month with the balance paid by cheque.

Resolved: Members approved the value of the Standing Order starting 1st April 2023

Proposed Cllr Everard **Seconded** Cllr Harding **Vote:** 8-0-0

0164 Members to consider the request for two convex mirrors to be fitted opposite the exit to the Bell

The difficulty with this is where the mirrors would be situated and whether they would be approved by Highways. **Action:** Clerk to contact Highways if they will approve the mirror and how it would be funded

0165 Lower Recreation Ground

Working Party to report back on their progress

Full discussion covered the cost of remedial work, the new fence, replacing the stepping logs, replacing the matting and resurfacing. Further quotes to be obtained for the fence once the working party has managed to speak to the new residents in Western Way.

0166 Items for Report

- a) Parish Assets:
 - ♦ Cemetery and Churchyard – Yew tree still waiting for this to be cut back **Action:** Clerk to chase
 - ♦ Bus Shelter – Nothing to report
 - ♦ War Memorial – Letter drafted to Cricket St Thomas Estate asking if they would help with funding
 - ♦ Seating, Signage and Bins including Dog bin signs – Position of the new waste bins still to be approved by Street Scene
 - ♦ Telephone Box – Still ok

- ♦ Allotments – Hedge has been tackled, Hazel stools above the gate to be laid over a period of time back. One piece below the gate is getting close to the cables and is quite high.
- ♦ Defibrillator – New pads will be ordered by Cllr Everard in June to make sure they are replaced before they expire at the end of July
- b) Web Sites – Nothing to report
- c) Public Rights of Way – New kissing gates have been fitted on the footpaths opposite Forde Abbey
- d) Grass Cutting Report – **Action:** Clerk to check with Powell's when they expect to do the first cut
- e) Gardening Group – Nothing to report
- f) Environmental Issues – Nothing to report
- g) Highways and Bus Services – Nothing to report
- h) Reports from member representatives on outside bodies:
 - ♦ Jubilee Hall – The JH have a meeting next week so Cllr Weller will report back at the April meeting
 - ♦ Winsham Recreational Trust – Memberships up, expenses are going up, small steps still being made with improvements, for next agenda, extension to the building and patio door. Activities going well.
 - ♦ Winsham Community Resource Centre – Concerns about the railing from the school were raised. ALL options will be considered at a later date.
- i) Clerk's report and correspondence – see Agenda Notes
- j) Training – Nothing to report

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.

0167 Members to discuss quotes for dismantling the Holly tree in the cemetery

Members decided to monitor the tree for the time being and review the situation in 12 months' time.

0168 Members to consider quotes for replacing the metal pipes at the lower rec

Members to look at whether the existing pipes could be salvaged by painting

0169 Date of the Next Meeting – Wednesday 5th April 2023

Meeting Closed at: 9.35pm

Minutes approved by Winsham Parish Council on: 5th April 2023 – Minute No. 0172

Signed: Chairman