



Winsham Parish Council Minutes of the Ordinary Council Meeting held 7th June 2023

Present: Cllrs J. Everard, S. Love, K. Fowler, J. Harding, H. Beentje, S. Weller, C. Adams

In attendance: Clerk to the Council R. Richards, Somerset Councillors Val Keitch and Sue Osborne, two representatives (Gareth and Lou) from the PCSO and 5 residents

0213 To Receive Apologies for Absence and to Approve the Reasons given (LGA 1972 s85(1)) None received

0214 To receive any Declarations of Interest – Cllr Beentje declared an interest in the Leigh Lodge Planning Application as he is a neighbour. The Chairman stated that all members have an interest in Item 0225 as they are Trustees of the WRT.

0215 Approve the Minutes of the Ordinary Council Meeting held 3rd May 2023 (LGA 1972 sch 12, para 41(1))

Resolved: Members approved the Minutes of the Ordinary Council Meeting held 3rd May 2023

Proposed: Cllr Harding **Seconded:** Cllr Weller **Vote:** 6-0-1

0216 Members to fill the council vacancy by co-option (s21 Representation of the People Act 1985)

Members agreed to elect both Gerrard Earl and Fiona Vickers **Proposed:** Cllr Everard **Seconded:** Cllr Fowler
Declarations of Acceptance of Office were signed by both co-opted councillors and they joined the meeting

0217 Outstanding Items Update

- a) Update on the Enforcement Notice at the Old Farmhouse, Purtington
- b) Update on the follow up email to Cricket St Thomas Estates re War Memorial Funding
- c) Members to discuss the hedge and fencing between the Lower Rec and 1 Western Way

Members to investigate the cost of a solid fence and report back to the residents

0218 Planning Matters

- a) Members to resolve Applications received

- Application Reference: 23/01113/LBC

Proposal: Replacement of all External Windows, External Lime Rendering, and Associated Internal Alterations

Location: Whatley Farm Whatley Cross to Street Winsham Chard Somerset TA20 4JS

Applicant: Mr and Mrs Vickers

Comments Required by: 8th June 2023

Cllr Vickers declared an interest as this is her property

Resolved: Members resolved that were happy to support the application

Proposed: Cllr Harding **Seconded:** Cllr Weller **Vote:** 8-0-1

- Application Reference: 23/01216/HOU

Proposal: Demolition of existing barn and extension of existing garage

Location: Green Hedges Fosse Way Winsham Chard Somerset TA20 4JU

Applicant: Mr Steve Dawson

Comments Required by: 8th June 2023

Resolved: Members resolved to support the application

Proposed: Cllr Everard **Seconded:** Cllr Beentje **Vote:** 9-0-0

- Application Reference: 22/02530/HOU

Proposal: Erection of a replacement garage on an existing concrete base

Location: Leigh Lodge Cow Down Road Winsham TA20 4HW

Applicant: Mr Stephen Hunt

Comments Required by: 16th June 2023

Resolved: Members resolved to support the application

Proposed: Cllr Beentje **Seconded:** Cllr Harding **Vote:** 9-0-0

- b) Application Decisions received - None

0219 Finance

Proposals:

- a) To note the schedule of cheques as contained in the June List of Payments and approve the bank reconciliations for 2nd May 2023

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

Proposed: Cllr Everard **Seconded:** Cllr Harding **Vote:** 7-0-2

- b) Members to agree the dates for the Notice of Public Rights for Annual Accounts (AGAR)

Resolved: Members agreed the dates for the Notice of Public Rights would be from Monday 12th June to Friday 21st July

Proposed: Cllr Love **Seconded:** Cllr Harding **Vote:** 9-0-0

0220 Document Review

Proposal: Members to review and adopt the following policies:

- a) Disciplinary Procedure
- b) Grievance Procedure
- c) Governance & Accountability for Smaller Authorities in England (March 2016)
- d) Risk Management Scheme – Postponed

All documents have been checked for website accessibility

Resolved: Members reviewed and adopted the Disciplinary Procedures, Grievance Procedures and Governance and Accountability **Proposed** Cllr Harding **Seconded** Cllr Love **Vote:** 7-0-2

0221 Members to review and agree the Asset Register

As soon as the asset register has been updated to include new items and it will be published on the website.

0222 Members to decide who will replace Emma Pike on the List of Responsibilities Postponed until July

0223 Members to nominate a councillor to attend the Crewkerne & Ilminster Area LCN Launch meeting

Cllr Love agreed that she would attend. Cllrs to decide what they feel is the most important issues for Winsham prior to the meeting.

0224 Lower Recreation Ground

Working Party to report back on their progress. Their main priority is the fence for which further quotes need to be obtained. A general clean up and tidy up is required. Fortnightly Risk assessments of the play area and equipment will now be carried out by Cllr Adams. The logs and the safety surface are the next two items that should be done. Cllr Weller offered to repaint the equipment at the cost of materials only. **Action:** Clerk to obtain quotes for cleaning the safety surfacing before the next meeting and to revisit the quote for the logs.

0225 Members to consider the following requests from Winsham Recreational Trust

- a) The Parish Council to initiate the drawing up of a new lease for the WRT based on the Draft Heads of Terms **Action:** Cllr Everard will seek advice from Stephen Miller
- b) The Parish Council approve the installation of patio doors in the Upper Recreation Ground Clubhouse

Resolved: Members approved the installation of patio doors as this would also provide a much-needed accessible entrance **Proposed** Cllr Everard **Seconded** Cllr Adams **Vote:** 9-0-0

- c) To discuss the roadway connecting Bakersfield and the Upper Recreation Ground

Action: Chairman to investigate who owns the entrance to the upper rec and the cost of repair/resurfacing

0226 Items for Report

- a) Parish Assets:
 - ♦ Cemetery and Churchyard – **Action:** Clerk to investigate the cost of suitable grave markers to help identify new plots. A lot of soil has been placed on the compost heap in the cemetery. **Action:** Cllr

Fowler to speak to Mervyn Powell about separating the area into three bays. A number of grave stones have been collapsed in the cemetery. **Action:** Cllr Everard to investigate. It was reported that it has been difficult to find relatives of the graves where the memorial stones are in need of repair.

- ♦ Bus Shelter – Nothing to report
- ♦ War Memorial – We have been advised that work on the base will start on 19th June. A Section 171 has been applied for from Highways.
- ♦ Seating, Signage and Bins – Enquiries have been received as to when the seat will be fitted in Ebben Lane. This will hopefully be fitted before the end of June
- ♦ Telephone Box – This is still being well used
- ♦ Allotments – Allotment 6 has been allocated. It was agreed that no rent will be charged for the first year because it is such a state.
- b) Defibrillator – Pads have been ordered and arrived, Cllr Everard will fit these after the meeting
- c) Web Sites – Nothing to report
- d) Public Rights of Way – Cllr Harding reported that where the footpath goes up to Broadenham from Court Lane there is a gate that has entirely come off its hinges where the path enters the woods.
- e) Grass Cutting Report – First three cuts have been done and everything looks really good
- f) Gardening Group – Cllr Vickers is a member of the group
- g) Environmental Issues – A report has been received that a wheel with tyre has been left along the B3162 in the layby down from Street Farm. Also, a second tyre has been left on Whatley Lane between Whatley Crossroads and Leigh. These have been reported to Highways by Cllr Beentje.
- h) Highways and Bus Services - £2 bus fares are still running. Catch the bus campaign will be running again at the next coffee morning in the Jubilee Hall
- i) Reports from member representatives on outside bodies:
 - ♦ Jubilee Hall – Nothing to report
 - ♦ Winsham Recreational Trust – There are on-going minor improvements, we have talked about the lease and looking into the constitution. A lot of events are coming up including a children's Lego club, Yoga, Rockin Ronnie, Jorden Lindsay, Bingo, charity fund raising events, dog show, and the annual fun day. Newsletter due to go out in the next few days. Concerns were raised regarding the grant that was usually provided by Somerset County Council which cannot be guaranteed by the new Somerset Council. They have also had a recent enquiry for a youth football team.
 - ♦ Winsham Community Resource Centre – Letters went out to keyholders
- j) Clerk's report and correspondence – see Agenda Notes
- k) Training – Clerk reported on recent Cemetery Training she had attended. Two new courses were of interest the National Planning Updates and Do we need a Neighbourhood Plan?

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.

0227 Members to accept a quote for the Lower Rec Fencing

Action: Clerk to Source price of solid fence panels for Lower Rec

0228 Date of the Next Meeting – Wednesday 5th July 2023

Meeting Closed at 9.38pm

Minutes approved by Winsham Parish Council on: 5th July 2023 – Minute No. 0215

Signed: Chairman