



Winsham Parish Council Minutes of the Ordinary Council Meeting Held 11th October 2023

Present: Cllrs J. Everard (Chair), S. Love, K. Fowler, G. Earl, F. Vickers

In attendance: Clerk to the Council R. Richards and one resident who left after the public forum

0280 To Receive Apologies for Absence and to Approve the Reasons given (LGA 1972 s85(1))

In addition to Cllr Adams submitting her resignation prior to the meeting apologies were received from Cllrs Beentje, Weller, Harding the reasons given were approved.

0281 To receive any Declarations of Interest – None received

0282 Approve the Minutes of the Ordinary Council Meeting held 6th Sept 2023 (LGA 1972 sch 12, para 41(1))

Resolved: Members approved the Minutes of the Ordinary Council Meeting held 6th September 2023

Proposed: Cllr Everard **Seconded:** Cllr Love **Vote:** 5-0-0

0283 Outstanding Items Update

- a) Update on request for Risk Assessment from Peter Parfitt – This has now been received

0284 Planning Matters

- a) Members to resolve Applications received

Application Reference: 23/02449/FUL

Proposal: Conversion and extension of the existing barn to provide 1 dwelling house and associated works (following Class Q approval 22/03429/PAMB for Prior Approval Notification for the change of use of an agricultural building into a dwelling house)

Location: Cow Down Lane Winsham

Applicant: Mr Richard Scott

Comments Required by: 20th October 2023

Resolved: Members resolved to support Planning Application 23/02449/FUL

Proposed: Cllr Fowler **Seconded:** Cllr Love **Vote:** 5-0-0

- b) Application Decisions received –

23/00529/S73A: Land West of Limekiln Lane Winsham Chard – Permitted with Conditions

23/01672/S73A: Land Os 7216 Part Church Street Winsham – Permitted with Conditions

23/00711/FUL: Ammerham Barn Ammerham Lane Winsham – Permitted with Conditions

23/01668/FUL: Land at Whatley Hazelwood Hill Winsham – Refused

23/01411/FUL: Land to The Rear of The Old Bell Church Street Winsham – Permitted with conditions

0285 Finance

Proposals:

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

Resolved: Members noted the schedule of cheques and approve the bank reconciliations

Proposed: Cllr Everard **Seconded:** Cllr Love **Vote:** 5-0-0

- b) To approve the 2nd Quarter, Spend to Budget

Resolved: Members approved the 2nd Quarter Spend to Budget. It was agreed that the next quarter budget would include EMR spend details **Proposed:** Cllr Everard **Seconded:** Cllr Love **Vote:** 5-0-0

0286 Document Review – All documents have been checked for website accessibility

Proposal: Members to review and adopt the following policies:

- a) Health & Safety at Work, including Lone Working Procedures – No change
- b) Scheme of Delegation – Small change to Paragraph 8
- c) Whistleblowing Policy – Based on NALC's new policy

Resolved: Members adopted all three policies **Proposed:** Cllr Vickers **Seconded:** Cllr Earl **Vote:** 5-0-0

0287 Members to consider a suggestion regarding reserving Cemetery Plots

Resolved: Members agreed that plots that are reserved in a specific location will need to be marked with a temporary stone at a cost to the person purchasing the plot and arranged through the council. Cemetery Regs to be updated. **Proposed:** Cllr Fowler **Seconded:** Cllr Vickers **Vote:** 5-0-0

0288 Members to consider whether the cemetery fees should be increased from April 2024

Resolved: Members agreed on new rates from April 2024 due to increased costs

Proposed: Cllr Fowler **Seconded:** Cllr Everard **Vote:** 5-0-0

0289 Members to appoint a councillor to carry out weekly risk assessments of the Lower Rec following the resignation of Chloe Adams

Cllr Fowler agreed that he would carry out fortnightly risk assessments of the Lower Rec

0290 Update from the LCN Meeting held in September

No one was available to attend the meeting but minutes have been circulated to all councillors for consideration

0291 Members to decide whether to place a repeat order for 2024 with the Play Inspection Co

Resolved: Members to agreed that place a repeat order with the Play Inspection Co

Proposed: Cllr Everard **Seconded:** Cllr Fowler **Vote:** 5-0-0

0292 Members to carry out the quarterly review of the Risk Management Scheme – Postponed until Nov

0293 Members to appoint a new Bus Champion and decide on a letter for South West Coaches

Councillors to try and find someone in the village who uses the buses to take this on

0294 Members to complete the Community Resilience Snapshot Survey

All questions were answered and the survey will be completed on line by the Clerk

0295 Items for Report

- a) Parish Assets:
 - ♦ Cemetery and Churchyard – Yew tree over the lych-gate needs cutting back again and the Holly Tree in the cemetery needs pruning and managing. **Action:** Cllr Vickers to obtain specifications for the work.
 - ♦ Lower Recreation Ground – Thanks to Cllr Beentje who has cleared the moss and graffiti and Cllr Weller who has been painting the play equipment.
 - ♦ Bus Shelter – No report
 - ♦ War Memorial – Placement of the plaque was discussed (option 2) and size agreed as A4
 - ♦ Seating, Signage and Bins – Chase Locality Team re additional dog waste bin.
 - ♦ Telephone Box – All good
 - ♦ Allotments – Plot 2 now has a new tenant
- b) Defibrillator – Prices still to be obtained
- c) Web Sites – Nothing to report
- d) Public Rights of Way – Nothing to report
- e) Grass Cutting Report – Last cut for the season has now been done
- f) Gardening Group – Nothing to report
- g) Environmental Issues – Waste operator's licence to be checked with Powells and NALC
- h) Highways and Bus Services – Cllr Love advised that two surveys need completing
- i) Reports from member representatives on outside bodies:
 - ♦ Jubilee Hall – Nothing to report

- ♦ Winsham Recreational Trust – October events include a Halloween event a Tikka pop up take away as a trial run on October 21st
- ♦ Winsham Community Resource Centre – Cllr Fowler reported that there are now large church pews in the centre making it difficult to get around.
- j) Clerk's report and correspondence – see Agenda Notes
- k) 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.

0296 Quotes for consideration and decision by Members

- a) Members to decide if they will accept a quote for the War Memorial Plaque – Option 2 A4 Size

Resolved: Members accepted the quote from Dan Anderson as long as it is below £350

Proposed: Cllr Everard **Seconded:** Cllr Love **Vote:** 5-0-0

- b) Members to decide on a quote for replacement/repair of the wet pour surfacing in the Lower Rec

We are still waiting for quotes on this.

0297 Date of the Next Meeting – Wednesday 1st November 2023

Meeting Closed at: 9.20pm

Minutes approved by Winsham Parish Council on: 1st November 2023 – Minute No. 0299

Signed: Vice Chairman