



Winsham Parish Council Minutes of the Ordinary Council Meeting Held 6th March 2024

Present: Cllrs J. Everard, K. Fowler, S. Weller, J. Harding, G. Earl, N. Mode

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

0374 To Receive Apologies for Absence and to Approve the Reasons given (LGA 1972 s85(1))

Apologies were received from Cllrs Vickers, Beentje and Love the reasons given approved

0375 To receive any Declarations of Interest – None received

0376 Approve the Minutes of the Ordinary Council Meeting held 7th Feb 2024 (LGA 1972 sch 12, para 41(1))

Resolved: Members approved the Minutes of the Ordinary Council Meeting held 7th February 2024

Proposed: Cllr Everard **Seconded:** Cllr Fowler **Vote:** 5-0-1

0377 Outstanding Items Update

- a) Update on any response from the Bus Champion poster – No further action to be taken
- b) Update on the repair of signposts and the application for funding from CRPE – All signposts in the parish have been identified. Cllr Fowler will take photos ready for the next meeting.
- c) Update on the repair and reinstatement of the S.A.C. signpost – No update
- d) Update on the reports submitted to Highways regarding the poor state of pavements. Highways have responded 'The problem has been assessed as not urgent but still needs attention. We plan to fix the problem as part of our planned maintenance and the works will be done at a later date'.

0378 Planning Matters

- a) Members to resolve Applications received –

- Application Reference: 24/00131/FUL

Proposal: Change of use from agriculture to equine use Creation of an equine manege and stable block

Location: Hen House Cow Down Road Winsham Chard Somerset TA20 4HW

Applicant: Mr Steven Hicks

Comments Required by: 28th February 2024 (Extension Granted to 8th March)

Resolved: Members resolved to support Planning Application 24/00131/FUL

Proposed: Cllr Everard **Seconded:** Cllr Weller **Vote:** 6-0-0

- Application Reference: 24/00448/TCA

Proposal: Notification of intent to fell No. 3 trees within a Conservation Area

Location: Old Kings Arms 6 Church Street Winsham Chard Somerset TA20 4HU

Applicant: Mr Rodney Wells

For Notification Only

- Application Reference: 24/00162/HOU

Proposal: Two storey rear extension and associated roof works

Location: Hen House Cow Down Road Winsham Chard Somerset TA20 4HW

Applicant: Mr Steven Hicks

Comments Required by: 18th March 2024

Resolved: Members resolved to support Planning Application 24/00162/FUL

Proposed: Cllr Everard **Seconded:** Cllr Weller **Vote:** 6-0-0

- b) Application Decisions received – None received

0379 Finance

Proposals:

- a) To note the schedule of cheques as contained in the March List of Payments and approve the bank reconciliations for 2nd February 2024

Resolved: Members noted the schedule of cheques and approve the bank reconciliations for 2nd February

Proposed: Cllr Everard **Seconded:** Cllr Harding **Vote:** 6-0-0

- b) Members to decide on a donation for Citizens Advice Somerset

Resolved: Members agreed to donate £200 **Proposed:** Cllr Everard **Seconded:** Cllr Earl **Vote:** 5-0-1

0380 Document Review – All documents have been checked for website accessibility

Proposal: Members to review and adopt the following policies:

- a) Freedom of Information Policy – No change
- b) Bees Policy – No change
- c) Biodiversity Policy – New for 2024 based on NALC's Model Policy – Postponed to allow for further consideration
- d) Publication Scheme – Updated

Resolved: Members adopted the Freedom of Information Policy, the Bees Policy and the Publication Scheme all policies **Proposed:** Cllr Everard **Seconded:** Cllr Harding **Vote:** 6-0-0

0381 Members to consider the Schedule of Content for the PC Facebook - See item 0386

0382 Members discuss ideas for the Annual Parish Meeting – More ideas were discussed and Cllr Harding will be organising the Power Point Presentation and Quiz Questions

0383 Members to set a date for the Clerk's Annual Appraisal – Postponed until June

0384 Review the Asset Register – Cllr Everard is in the process of updating the register ready for approval at the April meeting

0385 To consider repairs to the vehicle entrance to the Upper Rec – Letters to residents still to be sent

0386 To consider purchasing an SSL Certificate for the Council's website

Cllr Mode carried out an audit of the site and reported on the errors on the way the site is built. It was based on technology that was available several years ago and hasn't been updated. There are other options for sites that are compliant at a lower cost and which include free email accounts.. The recommendation is to talk to other parishes to find out how they set up their sites and what the costs are. In addition a full review needs to be carried out of the documents currently on the council's website. It was agreed that there is no requirement for an SSL Certificate for the website.

0387 Items for Report

- a) Parish Assets:
 - ◆ Cemetery and Churchyard (including problems with the water butt) – A large limb from a tree has fallen in the church yard. Letters of thanks to be sent to Colette L Annesley-Gamester and Neil McCullan for clearing the fallen branch. Clerk to ask Graham Miles to assess all the trees in the Churchyard for damage and provide us with a quote for any work required. The water butt will be removed for the time being.
 - ◆ Lower Recreation Ground - Cllr Fowler reported on recent Playground Inspection training. Mould and algae cleaner to be trailed on safety surfaces.
 - ◆ Bus Shelter – Nothing to report
 - ◆ War Memorial – As we haven't had a response to our emails the Clerk will telephone Citadel asking them to repair the mortar between the steps
 - ◆ Seating, Signage and Bins – We now have the new dog waste bin ready for fitting by Cllr Fowler.
 - ◆ Telephone Box – Nothing to report
 - ◆ Allotments – 2024-25 Invoice will go out at the end of March

- ♦ Winsham Community Resource Centre – Cllr Weller to speak to supplier of the entrance door in regards to the speed that it has deteriorated
- b) Defibrillator – Nothing to report
- c) Web Sites – Already dealt with
- d) Public Rights of Way – Cllr Everard to speak to Paul Welters
- e) Grass Cutting Report – Nothing to report
- f) Gardening Group – Ask Cllr Vickers if they would reseed the Lower Rec if all the stones are cleared
- g) Environmental Issues – Map of Drains in Winsham brought to the meeting by Cllr Mode and schedule of drain clearing discussed
- h) Highways and Bus Services – Nothing to report
- i) Reports from member representatives on outside bodies:
 - ♦ Jubilee Hall – Nothing to report
 - ♦ Winsham Recreational Trust – At the recent meeting with the new set of Trustees made up of councillors and community club members the Chair, Secretary and Treasurer were elected. Things are going well. It was reported that their accounts will need to be audited this year.
- j) Clerk’s report and correspondence – see Agenda Notes
- k) Training – Since the last meeting Cllr Fowler has attended Playground Inspection Training and Cllr Vickers has attended Responding to Planning Application Training

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.

0388 Quotes for consideration and decision by Members

- a) Members to consider a quote from Wickstead for replacement swing seats and fittings

Resolved: Members agreed to the quote to replace the swing seats

Proposed: Cllr Everard **Seconded:** Cllr Harding **Vote:** 6-0-0

- b) Members to consider the quote from Graham Miles to cut back the overhanging branches in the Lower Rec – No decision was made as we would like the tree checked first

0389 Date of the Next Meeting – Wednesday 3rd April 2024

Meeting Closed at 9.13pm

Minutes approved by Winsham Parish Council on: 3rd April 2024 – Minute No. 0392

Signed: Chairman