



Winsham Parish Council Ordinary Council Meeting – 19th June 2024

Present: Cllrs J. Everard, S. Love, K. Fowler, J. Harding, G. Earl, F. Vickers, N. Mode;
Clerk to the Council Mrs K Larsson

In attendance: Four members of the public and Somerset Councillor Sue Osborne

0443 To Receive Apologies for Absence and to Approve the Reasons given (LGA 1972 s85(1))

Apologies received from Cllr H. Beentje and the reasons approved.

0444 To receive the Chair's Declaration of Acceptance of Office

The chair duly read and signed his declaration of acceptance of office, witnessed by the Clerk.

0445 To consider any applications for the Councillor Vacancy

An application for the vacancy was received from Mrs Lindi Rich, which as circulated to councillors in advance of the meeting.

Resolved: Members agreed to co-opt Mrs Rich to the vacancy

Proposed: Cllr Everard **Seconded:** Cllr Vickers **Vote¹:** 6-1-0

0446 To receive any Declarations of Interest

Cllr Harding declared an interest in item 0458, Grant request for the Street Fair and will abstain from involvement in the debate.

0447 Approve the Minutes of the Annual Council Meeting held 15th May 2024 (LGA 1972 sch 12, para 41(1))

Resolved: Members approved the Minutes of the Annual Council Meeting.

Proposed: Cllr Love **Seconded:** Cllr Fowler **Vote¹:** 5-0-3

0448 Outstanding Items Update

- a) Update of the changes required to the Information & Data Protection Policy
Draft policies to be re-circulated and considered at next meeting.
- b) Update on the changes required to the Biodiversity Policy, the Privacy Policy Notice and the Website Privacy Notice Statement -
Draft policies to be re-circulated and considered at next meeting.
- c) Update on the repairs needed to finger posts and possible funding from CPRE
Information regarding chapter 8 training to work on highways still required. ACTION: Follow up with Somerset Council and investigate exact insurance requirements (Clerk)
- d) Update on the War Memorial repairs
Citadel advised they are planning to attend this week.

0449 Planning Matters

- a) Members to resolve Applications received – No new applications received.
- b) Application Decisions/Notifications received –
24/01330/COL: Broadenham Farm Ebben Lane Winsham Chard Somerset TA20 4EF – Notification of application for Certificate of Lawful Use or Development.
24/00476/FUL: Fourways Whatley Cross To Street Winsham Chard Somerset TA20 4JS – Application permitted with conditions.

0450 Finance

Proposals:

- a) To note the schedule of cheques as contained in the June List of Payments and approve the bank reconciliations for 3rd June 2024

b) To agree setting up a standing order for monthly payment of Clerks salary

Resolved: Members noted the schedule of cheques, approved the bank reconciliations and agreed to set up a standing order for the Clerks contracted monthly salary payment.

Proposed: Cllr Everard **Seconded:** Cllr Love **Vote**¹: 8-0-0

0451 To review cemetery regulations and associated fees in relation to erection/placement of memorials

Resolved: Members agreed to add a specific clause allowing placement of a vase providing it is secured on a fixed base. A fee of £30 per application was agreed.

Proposed: Cllr Everard **Seconded:** Cllr Vickers **Vote**¹: 8-0-0

0452 To consider requirements for repairs to the vehicle entrance to the Upper Recreation Ground

Investigations have indicated that Highways are responsible for maintenance of this section of road. Cllr Osborne will advise a contact at Somerset Council so further enquiries can be made. Further decisions deferred to a future meeting.

0453 To discuss and clarify the ownership of the Jubilee Hall

Investigations are ongoing into documentation relating to the hall ownership. Update to be given at the next meeting.

0454 To consider amendment of the Financial Regulations, item 4.1. to allow delegation of the Chairmans authority to approve expenditure to the Vice Chair when required

Resolved: Members agreed to amend the Financial Regulations to allow delegation to the Vice-Chair when the Chairman was unavailable.

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

0455 To consider donation of the parish council owned printer to the previous Clerk

Resolved: Members agreed to gift the printer to the previous Clerk as it is no longer required. The asset register will be updated accordingly.

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

0456 To consider contribution towards cost of ICCM Cemetery Management Training Course for the Clerk (proposal to split with other Council employers with cemeteries)

Resolved: Members agreed to contribute an amount of £61.67 towards the training, equating to a third of the cost, split equally between benefitting councils.

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

0457 To discuss contributions towards the Clerks administrative costs and SLCC membership (proposal to split with other Council employers)

Resolved: Members agreed to contribute an amount equating to 24.9% of shared administrative costs (paper and printing costs for example), split proportionately based on the hours worked at each council. A contribution towards a monthly telephone SIM was also agreed, split equally between each of the Clerks council employers.

0458 To consider grant application of £175 from the Winsham Street Fair Committee towards the costs of a bouncy castle

Resolved: Members agreed to award the requested grant of £175 for the bouncy castle at the Street Fair.

Proposed: Cllr Everard **Seconded:** Cllr Love **Vote**¹: 7-0-1

0459 Items for Report

a) Parish Assets:

- ◆ Cemetery and Churchyard
The water butt has been removed.
Action: Follow up previous quotation for moving some collapsed stones (Clerk)
- ◆ Lower Recreation Ground
Action: Quote for remedial work to the safer surfacing under the junior multiplay required (Clerk)
- ◆ Upper Recreation Ground: Nothing to report in addition to entrance discussions.
- ◆ Bus Shelter: Nothing to report.

- ◆ War Memorial: Remedial works were due to be carried out this week. To be followed up if not completed (JE/Clerk)
 - ◆ Seating, Signage and Bins: Upcoming review of bins by Somerset Council expected. Additional installed dog waste bin will not be emptied in the meantime.
 - ◆ Telephone Box: No updates.
 - ◆ Allotments: Enquiry for erection of a shed received. Cllrs confirmed structures are allowed, subject to approval of application (copy to be provided by KF). Clerk to liaise with allotment holder.
 - ◆ Winsham Community Resource Centre: Resource centre is tidy but railings are taking up a lot of space. Action: Follow up options for removal of the railings (KF)
- b) Defibrillator: No progress
- c) Web Sites: Cllr Mode has reviewed and highlighted a number of areas for update and recommended this was completed prior to any transfer of the domain or website content. Working party suggested to bring the current site up to date and will comprise of Cllrs Everard, Vickers, Mode, Harding and the Clerk
- d) Public Rights of Way: There is an information session run by Somerset Council Rights of Way for councillors on 28th June. Clerk to re-circulate details.
- e) Grass Cutting Report: Scheduled cutting is taking place.
- f) Gardening Group: No updates.
- g) Environmental Issues: No updates.
- h) Highways and Bus Services: There has been no volunteer for a local bus champion. No other updates.
- i) Reports from member representatives on outside bodies:
 - ◆ Jubilee Hall: There are ongoing investigations and communications in respect of query over the boundary and ownership of the wall which is in need of remedial works.
 - ◆ Winsham Recreational Trust: No updates to report. It was noted that there is a need to update email addresses of old and new trustees.
- j) Clerk's report and correspondence – see Agenda Notes
- k) Training: No training identified.

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.

0460 Members to consider quotes received

- a) Work to trees in the Churchyard

Resolved: Members agreed in principle for works to be carried out by Miles Logging & Tree Services to the fir tree and yew tree, with costs at £1200 and £300 respectively. Acceptance of the quotation is subject to confirmation that it includes disposal of all removed materials and the works to be monitored by councillors to ensure it meets requirements. Cllrs Fowler, Rich and Beentje were appointed as liaison with the contractor.

Proposed: Cllr Everard **Seconded:** Cllr Fowler **Vote**¹: 8-0-0

- b) Works to steps and manhole cover at Lower Recreation Ground
Quotations not yet received - deferred to a future meeting. Quotations to be extended to include quote for repairs to the safer surface as reported above.

0461 Date of the Next Meeting – Wednesday 17th July 2024

Minutes approved by Winsham Parish Council on: 17th July 2024 – Minute No. 0464

Signed:*J. Everard*..... Chairman

*Note*¹: Votes recorded as "for-against-abstain"