



## Winsham Parish Council

### Minutes of the Ordinary Council Meeting on the 15<sup>th</sup> January 2025

**Present:** Cllrs Everard, Mode, Beentje, Fowler, Harding, Earl, Rich and Beer; Mrs Larsson (Clerk)

**0535 Apologies for Absence and to Approve the Reasons given (LGA 1972 s85(1))**

Cllr Love

**0536 Declarations of Interest**

None

**0537 Minutes of the previous council meeting (LGA 1972 sch 12, para 41(1))**

RESOLVED: Members approved the minutes of the meeting on 18<sup>th</sup> December 2024, which were signed by Cllr Mode who chaired the meeting.

**0538 Planning Matters**

a) New applications: None.

b) Application Decisions/Notifications received:

- i. 24/02993/COL - Chard Equestrian Ltd Whitehouse Farm Windwhistle Cricket St Thomas Chard - Application for a Lawful Development Certificate for existing 2No. buildings containing 125No. stables and implement shed, 3No. sanded riding arenas and hardstanding used for access and parking areas used in connection with the equestrian use of the land.

The council raised the issue of previous concerns raised in relation to use of the site, and noted that while some use of the site was identified within the application, that it does not account for all currently unauthorised uses. Previously raised concerns will be highlighted to the planning officer for consideration.

The following have not been identified within the application:

- Use of the site for purposes other than those permitted within the previous planning approvals
- Use of the site for more than the permitted number of days
- Use of floodlighting and the public address system outside of granted permissions
- Non-permitted structures which do not appear to form part of the request for a certificate of lawfulness.

- ii. 24/01993/FUL - The Old Farm House Down Lane Winsham Chard Somerset TA20 4DH - Erection of 4m x 4m sheep shelter on 6m x 4m retained area of existing concrete. APPLICATION PERMITTED WITH CONDITIONS.

The council noted frustration at the lack of engagement and acknowledgement from planning officers and the Planning Committee South members in respect of issues raised by the parish council and volume of local objection to this application which was to utilise development of a site with an outstanding enforcement notice. The matter will be raised with ward councillors and Somerset Council Planning.

c) Planning updates and enforcement issues

None in addition to the above.

**0539 Finance**

a) The latest bank statements had not been received in time for the meeting so the reconciliation had not been completed. This will be completed and circulated to councillors as soon as possible.

b) RESOLVED: To approve the schedule of cheques as contained in the January List of Payments.

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c) RESOLVED to confirm the following members and staff as authorised signatories for all banking accounts and matters: Cllrs Everard, Love, Beentje and Fowler; Mrs Larsson (Clerk). It was noted that there has been no confirmation or communication of the bank mandate update sent to Santander last year. The Clerk commented that the banking service from Santander does not meet the changing needs of the council and will put forward a proposal for changing banking arrangements at the next meeting.

d) 2025/26 Budget

An updated draft budget was circulated to councillors in advance of the meeting following review of comments and queries raised at the December meeting. Lengthy discussion and debate were held with regards to regular ongoing costs and a detailed review of the earmarked reserves was undertaken. Further discussion was held with regards to the level of reserves held and it was highlighted by the Clerk that the council currently uses an amount of unallocated general funds to make up the shortfall between the annual expenditure and the precept, which is the council's only guaranteed income. The clerk highlighted that continuation of this trend without an adjustment to the level of precept request will deplete the unallocated reserves to a level below recommendations and insufficient to support operational requirements. Councillors considered all matters affecting the budget, while being mindful of the resulting impact on the level of precept that would be required for 2025/26. Councillors also discussed looking into opportunities for external funding for any works or projects to assist with costs, but recognised that these could not be guaranteed or factored into budgeting at this stage.

Following discussion, it was RESOLVED to set an operational budget totalling £35,956.00, with ringfenced reserves of £38,896.20. Based on remaining anticipated spend for 2024/25, this would allow for a general reserve of £23,687.64.

The agreed budget and earmarked reserves are annexed at the end of the minutes.

e) 2025/26 Precept:

Taking into account available funds and the demands of the agreed budget, it was RESOLVED to set the precept at £29,515.00. This represents a £12.25 increase per year/23 pence per week for a band D property.

**0540 To review and agree councillor responsibilities**

DEFERRED to February meeting.

**0541 To review the ward boundary change proposals and consider any feedback**

Councillors felt presentation of the information was not entirely clear, but had no immediate pressing concerns with the proposals. Councillors were encouraged to review and submit any comments they had before the deadline.

**0542 Updates and any actions on the following areas:**

a) Parish Assets:

- i) Cemetery and Churchyard: The Lawson Cypress was felled at the beginning of January as planned.
- ii) Lower Recreation Ground: Initial quotation for repairs has been received. Refer to minute 0546a.
- iii) Upper Recreation Ground: Permission was received from the adjoining landowner to remove bracken and undertake planting; this needs to be confirmed with the Winsham Recreation Trust.
- iv) Bus Shelter: No updates to report.
- v) War Memorial: No updates to report
- vi) Seating, Signage and Bins: New grit bin was put in place at Balsom Close. Grit bins should have now been filled by Highways.
- vii) Telephone Box: No updates.
- viii) Allotments: There is availability of 1 plot, which may be used for temporarily planting whips.
- ix) Winsham Community Resource Centre: No updates to report

- b) Defibrillator: The Clerk is in contact with Abri regarding a defibrillator at Davies Close and is awaiting their feedback.
- c) Web Sites: No updates.
- d) Public Rights of Way: No updates.
- e) Grass Cutting Report: No updates.
- f) Gardening Group: No updates.
- g) Environmental Matters: No updates.
- h) Highways and Bus Services: No updates.
- i) Reports from member representatives on outside bodies:
  - i) Jubilee Hall: No updates.
  - ii) Winsham Recreational Trust: The AGM is to be held on Monday 27<sup>th</sup> January.
- j) Training: Training dates will be circulated when received. Requests to attend training should initially be sent to the clerk.
- k) Clerk's report and correspondence: No items in addition to those already covered.
- l) Outstanding items not covered by another agenda item: None raised.

**0543 Proposals for items for the next meeting.**

- a) Review of councillor responsibilities
- b) Banking arrangements  
Motions for inclusion should be submitted by members to the Clerk in line with the councils adopted standing orders.

**0544 Date of the Next Meeting – Wednesday 19<sup>th</sup> February 2025**

**Confidential Items**

RESOLVED: 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 withdraw.

**0545 Clerk probationary review:** Review was undertaken by Cllrs Love and Everard as agreed, and successful completion of the probationary period was recommended and agreed by the council.

**0546 Members to consider quotes received**

- a) Play equipment remedials repairs  
At the time of the meeting an initial quotation from one possible supplier had been received, with a total for repairs of approximately £11,000. RESOLVED to set a budget of £11,000 for the required repairs from the playground earmarked reserve, but additional quotations will be sought to ensure best value and quality is obtained.
- b) Resource centre door  
The Clerk has been in contact with the contractor who carried out the original replacement of the door but has not had a response so far. New quotations will be sought from alternative suppliers.

The chair closed the meeting at 9.31pm.

Minutes approved by Winsham Parish Council on: 19th February 2025 – Minute No. ....

Signed: .....

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**Annex. 1: 2025/26 Budget**

<b>OPERATIONAL BUDGET LINES</b>	
CLERK SALARY & PAYE	6504
ADMINISTRATIVE COSTS	350
INSURANCE	750
SUBSCRIPTIONS & MEMBERSHIPS	400
AUDIT FEES	600
TRAINING	430
HALL & OFFICE HIRE	500
OFFICE EQUIPMENT	0
IT, WEBSITE, EMAIL	200
STREET FURNITURE UPKEEP	600
WAR MEMORIAL	100
TREE SURVEYS & WORKS	2000
GRASS CUTTING (ALL AREAS)	10000
HEDGES & PATHS	480
LOWER REC UPKEEP	2000
ALLOTMENTS	100
CEMETERY RATES	350
CEMETERY UPKEEP	400
SC SERVICES	
BIN COLLECTIONS	1820
GRIT	200
LEGAL FEES - WRT LEASE	3000
VAT	4370
<b>GRANTS</b>	<b>800</b>
<b>TOTALS</b>	<b>35954</b>

**Annex. 2: 2025/26 Earmarked Reserves**

<b>EARMARKED RESERVES</b>	
RESOURCE CENTRE & ALLOTMENT LEGAL FEES	500.00
RESOURCE CENTRE & ALLOTMENT RENOVATIONS	1000.00
PLAYGROUND FUND (CIL-RESTRICTED)	17099.00
WAR MEMORIAL FUND	400.00
OFFICE EQUIPMENT	800.00
STREET FURNITURE & SIGNAGE	2869.40
CEMETERY	2000.00
SHARED ACCESS FUND	2532.47
DEFIBRILLATOR FUND	271.46
VACCINE GRANT (RESTRICTED)	356.00
LEGAL & PROFESSIONAL FEES	1287.00
CLIMATE FUND (RESTRICTED)	4780.87
SOMERSET COUNCIL CONTINGENCY FOR LOSS OF SERVICES	5000.00
<b>TOTALS</b>	<b><u>38896.20</u></b>

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