



Winsham Parish Council

Minutes of the Ordinary Council Meeting on the 17th September 2025

0622 Attendance, Apologies for Absence, and to Approve the Reasons given (LGA 1972 s85(1))

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

Apologies: None.

0623 To receive any Declarations of Interest: None

0624 Approve the minutes of the previous council meeting (LGA 1972 sch 12, para 41(1))

RESOLVED by majority to approve the minutes of the meetings on 16th July 2025 as a true record, which were signed by the Chair. Noted abstentions due to absence from the meetings.

0625 To note the Parish Councillor resignation and resulting vacancy

Council noted resignation of Cllr Harding and wished to take the opportunity to thank him for his contributions during his time with the council.

Statutory notice of the vacancy has been published, which expires on 2nd October. Should a call for election not be made, the council will be able to co-opt at a meeting following this date.

0626 Planning Matters

a) New applications: None.

b) Planning updates, notifications and enforcement issues

The following were noted:

- i) 25/01124/LBC: Whatley Farm Whatley Winsham TA20 4JS - Replacement of fibre-cement sheeting with fibre-cement slate tiles due to leaks which are affecting the historic fabric of the building.
APPLICATION PERMITTED WITH CONDITIONS.
- ii) 25/01387/DOC1: Land Adjoining 26 Church Street Winsham TA20 4JD - Discharge of Conditions No. 03(Materials), 05(visibility), 06(landscaping), 08(lighting design for bats), 09(historic gas lamp), 14(nesting bird survey) and 16(vegetation clearance) of planning application 23/02800/FUL.
CONDITIONS DISCHARGED

0627 Financial & Audit

- a) To receive the latest financial report: The latest report with reconciliation to 02/09/25 was circulated in advance of the meeting. There were no queries raised.
- b) Payments: RESOLVED unanimously to approve the list of payments. As the opening of the Unity Trust Bank is now complete, it was agreed to transfer funds to this account and for payments to be made from there.
- c) To receive and note the external auditors report and closure for 2024/25
External Auditor review is complete with no comments. The report and notice will be published on the website.

0628 To consider a response to the Parish Preparedness Survey

Following discussion, the council RESOLVED unanimously not to submit a response to the survey, commenting that it was felt responsibility should rest with Somerset Council.

0629 Bye-laws in relation to unauthorised parking/camping at the Upper Recreation Ground

RESOLVED unanimously for Cllr Mode to draft a byelaw for review at the next meeting.

0630 Review of grass cutting and grounds maintenance requirements 2026/27

RESOLVED to defer to the October meeting. Councillors were requested to review and submit any comments to the Clerk in advance of the meeting.

0631 To consider any action required for maintaining the “wild patch” in the churchyard

Clerk to request cutting by grounds maintenance contractor when they next visit as per the contract.

0632 WPC trustee United Charities

There is a vacancy for a trustee. Councillors to enquire with parties who may be interested in taking up the role.

0633 Hedges cutting in upper recreation ground

Growth has slowed due to dry weather during the year. Only a light trim and tidying up is needed rather than usual full cut with the north side not requiring cutting this time. The hedges were previously cut by a volunteer, but this is no longer possible and quotes for the work are required. Cllr Rich will mark a plan of the areas to be cut in order for the clerk to obtain quotes.

0634 Tree safety survey

Additional quotes are still required from contractor with relevant accreditation. Cllr Rich to organise.

0635 Memorial topple testing

Some memorials were found to have movement, but but not significant using the “hand test” method and will be monitored.

The following graves were noted of concern and the council are requesting plot owners/family to get in touch regarding maintenance of the memorials. If no contact is made the council will have to take action, which could include removal of memorials where deemed a risk.

Ivor Kynaston Watts-Jones
Ernest Frederick Petter
Andrew Orlando Smith

0636 Damaged bench at the southbound bus stop

RESOLVED to remove the damaged bench (permission given by the landowners at the meeting). Further discussion will need to be undertaken with regards to a replacement due to the land not being in the control of the council, and the likely requirement for a legal agreement to cover liabilities.

0637 Update on fingerpost repairs and agree any further actions

Purtington post is complete and the Church Street post will be finished in the next couple of weeks. Thanks expressed to Cllr Beer for his work to get these done. RESOLVED for the council to accept the donations and apply for CPRE grants once the invoices are received and settled.

0638 Consideration of traffic calming measures:

Councillors discussed speed indicator devices, speed watch schemes, visual prompts for reducing speed and what other possibilities there were to address concerns. It was agreed to approach SC Traffic Management for advice and for Cllr Everard to contact the police to request enforcement visits.

0639 To receive updates and agree any actions on the following areas:

- a) Parish Assets:
 - i) Cemetery and Churchyard - The Yew hedge has been trimmed.
 - ii) Lower Recreation Ground: The Time Capsule plaque was stolen. Branches on the oak tree have been trimmed. There is a low sitting branch on a young tree which requires removing. The new roundabout seat has been received and will now be replaced.
 - iii) Upper Recreation Ground: There have been reports of large amounts of dog fouling on the recreation ground, including on the football pitch. Dog walkers are reminded that not only is dog fouling is an offence with fines of up to £1000, it can also cause toxocariasis, which can have serious health implications. The Parish Council will continue to monitor the situation, and if an improvement is not seen, may need to consider taking action to address the issue.
 - iv) Awaiting a response from SC Planning with regards to the barrier at the car park entrance. Signage to be erected as part of the measures to prevent unauthorised encampment – Cllr Mode to provide the required wording.
 - v) Bus Shelter: No updates.

- vi) War Memorial: Councillors are not happy with the remedials to the pointing. To be reviewed within the scope of works for the retaining wall of the lower rec.
- vii) Seating, Signage and Bins: No updates
- viii) Telephone Box: Continues to be actively used.
- ix) Allotments: No updates.
- x) Winsham Community Resource Centre: No updates.
- b) Defibrillator: Cllr Beer has now become a guardian for the defib at the Bell Inn and the pads have been replaced. The cabinet may require replacement and costs will need to be obtained. It was agreed that there should be a formal agreement in place with the owners of the building The clerk to advise Abri to proceed with their processes for approval of installation of a defibrillator at Davies Close. The council will support the ongoing costs in addition to the earmarked funds for purchase of the equipment.
- c) Web Sites: New website to be progressed once a new clerk is in post.
- d) Public Rights of Way: Gate from cemetery to Western Way reported as difficult to open.
- e) Grass Cutting Report: No updates.
- f) Gardening Group: No updates
- g) Environmental Matters: Fly tipping on Whatley Way reported to SC and cleared within a couple of days. Milestone at Whatley Cross needs grass trimming.
- h) Highways and Bus Services: No updates.
- i) Reports from member representatives on outside bodies:
 - i) Jubilee Hall: Continue to look for funding options for new lighting.
 - ii) Winsham Recreational Trust: The football team are back using the club.
- j) Training: No requests.
- k) Correspondence: Circulated to councillors in advance of the meeting. No items raised for discussion.

0640 Proposals for items for the next meeting.

- a) Replacement bench for the southbound bus stop
- b) Next actions on memorials of concern
- c) Grass cutting and grounds maintenance 2026/27
- d) Bye-laws relating to unauthorised parking/camping at the Upper Rec.

Any additional motions for inclusion on the next agenda should be submitted by members to the Clerk at least 5 clear days before the meeting, in line with the councils adopted Standing Orders.

0641 Date of next ordinary meeting: Wednesday 15th October 2025, 7.30pm.

Exempt Business: The Parish Council RESOLVED that in view of the confidential nature of the business about to be transacted (legal, personal or commercial), the press and public be excluded in accordance with the Public Bodies (Admission to Meetings) Act 1960, and are instructed to withdraw.

0642 Quotations for consideration

- a) Remedial works to the retaining wall around the Lower Recreation Ground:
- b) Cllr Beer will write up the specification for the wall and war memorial to then obtain further quotes.
- c) Tree safety survey – Deferred to the October meeting. Cllr Rich to obtain additional quotes.

0643 Local Government Services Pay Agreement: Revision to the SCP salary rates effective 1st April 2025 was noted by the council.

0644 Clerk Recruitment: After lengthy discussion the council RESOLVED unanimously to advertise the vacancy for an additional 2 weeks, with the starting salary at SCP 17.

The meeting closed at 10.10pm, having been extended by the Chair at the relevant time.

Minutes approved by Winsham Parish Council on: 15th October 2025 – Minute No. 0648

Signed: